

Minutes for January 17, 2018
Organizational School Board Meeting

The Organizational meeting of the School Board of Independent School District #738 was called to order at 6:01PM in the LMC by Acting Chair Mike Higgins.

Members present: Russ Wolter, Ed Feia, Mike Higgins, Ben Christensen, Dale Streit, and Pat Meier.

Members absent: None

Also attending was: Superintendent Chris Swenson, Secondary Principal Brian Silbernack, Secondary Interim Principal Angela Safran & Business Manager Beth Heinze.

Pledge of Allegiance

Ed Feia, Pat Meier and Ben Christensen took the Oath of Office.

Motion by Christensen, second by Wolter, to approve the amended agenda, items added 9.15. Approval of Sick Leave Donation; and item 9.16. Accept resignation from Brody Anderson for JH Student Council Advisor. Motion carried. All In Favor (AIF).

Acting Chair Higgins called for nominations for Chairperson. Christensen nominated Mike Higgins, no other nominations were received. Acting Chair Higgins moved nominations be closed. Higgins is the only candidate nominated for the office of chair, and I hereby declare him elected by acclamation and direct the acting clerk to so record in the minutes. Michael Higgins named Chairperson.

Higgins called for nominations for Vice-Chairperson, Christensen nominated Pat Meier, no other nominations were received. Higgins moved nominations be closed, Meier is the only candidate nominated for the office of vice-chair, and I hereby declare him elected by acclamation and direct the acting clerk to so record in the minutes. Pat Meier named Vice-Chairperson.

Higgins called for nominations for Clerk, Wolters nominated Christensen, no other nominations were received, Higgins moved nominations be closed, Christensen is the only candidate nominated for the office of clerk and I hereby declare him elected by acclamation and direct the acting clerk to so record in the minutes. Ben Christensen named Clerk.

Higgins called for nominations for Treasurer, Christensen nominated Wolter, no other nominations were received, Higgins moved nominations be closed, Wolter is the only candidate nominated for the office of treasurer, and I hereby declare him elected by acclamation and direct the acting clerk to so record in the minutes. Russ Wolter named Treasurer.

Motion by Streit, second by Meier to switch the May 16th Board meeting to May 9th and to set the 2018 school board meeting calendar as presented with the one revision, time and location as follows: Meetings will begin at 6:00 PM, unless otherwise noted or publicized. Meetings will be held in the High School LMC. Meet and Confer meetings are at 3:15 PM, in the boardroom & Work Sessions are at 6:00 PM in the boardroom
Motion carried. AIF.

Motion by Meier, second by Christensen, to retain the board salary as follows: \$50 for regular, special and committee meetings; \$75 for out of district meetings, and \$75 for meetings that exceed 6 hours in length; Chair \$250/year, Clerk \$80/year, Treasurer \$80/year. Motion carried. AIF.

Motion by Christensen, second by Streit, to set the mileage rate as established by the federal reimbursement rate while using own vehicle on school business. Motion carried. AIF.

Motion by Meier, second by Christensen, to retain the Albany Enterprise as the official newspaper. Motion carried. AIF.

Motion by Christensen, second by Wolter, to retain Stearns Bank Holdingford, MN Trust, and Minnesota School District Liquid Assets Fund (MSDLAF), and that the Superintendent/Business Manager are authorized to make deposits in official depositories. Motion carried. AIF.

Motion by Christensen, second by Wolter, to allow the use of facsimile board signatures affixed by computer on payroll and disbursement checks. Motion carried. AIF.

Motion by Meier, second by Streit, to name district administrative assistant as clerk's designee for routine school duties and handling election duties. Motion carried. AIF.

Motion by Christensen, second by Wolter, to authorize the superintendent to sign/renew contracts and service agreements in amounts less than \$10,000. Motion carried. AIF.

Motion by Streit, second by Christensen, to authorize the business manager as treasurer's designee for routine duties including investments and electronic transfers. Motion carried. AIF.

Motion by Christensen, second by Wolter, to approve providing meals, coffee, and light refreshments to visitors. Motion carried. AIF.

Motion by Wolter, second by Meier, to authorize board chair and superintendent to be exclusive contacts with district counsel and to use one firm. Tom Jovanovich, Attorney. Motion carried. AIF.

Motion by Christensen, second by Meier, to participate in Title Programs I, II, and IV. The superintendent is the LEA representative for the programs. The elementary principal is authorized as the contact person. Motion carried. AIF.

Board committee assignments were tabled until the February meeting.

Motion by Christensen, second by Wolter to approve the consent agenda. Motion carried. AIF. Items in consent agenda included: approval of the minutes from Dec. 20th School Board Meeting; minutes from the Dec. 28th Special Meeting and minutes from the Jan. 3rd Board Work Session; approval of the schedule of bills in the amount of \$264,795.80 --. Computer checks approved #80341 through #80492; approval of the district activity checks #011885 through #011893, which totaled \$1,814.31; and approval of the electronic transfer for Dec. 2017, \$1,368,249.25; and Treasurers report balance per books is \$107,019.78; Approve Lane Changes for Joy Swanson, Emily Loso & Jennifer Skwira; approved Policy 303 Superintendent Selection, approved Policy 509 Enrollment of Nonresident Students; approved Policy 525 Violence Prevention; approved Policy 604 Instructional Curriculum; and approved Com. Ed. Aquatic Staff/Salary. On Roll Call voting in favor: Wolter, Feia, Higgins, Christensen, Streit, Meier. Voting against, none. Motion Carried Unanimously.

Chairperson Higgins welcomed fellow board members, administration, staff and guests.

Superintendent reported on MSBA Conference, Academy Day at ROCORI, Principal Survey to gather stake-holder input, Referendum follow-up Survey, and Mr. Silbernack's retirement. Mr. Swenson Thanked Principal Silbernack for his dedication and service to Holdingford School!

Secondary Principal Mr. Silbernack reported on Semester end, Student of Quarter Assembly, and Registration timeline. He then updated the Board on Assessments: ACT test is set to go; ACCESS test for ELL students is also ready.

Mr. Silbernack thanked the Board for their hard work time and dedication during his tenure. The Board applauded Mr. Silbernack and wished him well in retirement!

Mr. Swenson in the absence of Mr. Stang applauded Carol Wenderski for creating the Husker Book Nook for preschool children; he thanked PTA for arranging the Love & Logic Sessions, and updated the Board on the 5th Grade position.

Business Manager Reported on percent of expenses spent, she informed the Board that all contracts are settled and with that there is a lot of reporting to finish up. Ms. Heinze's office is also busy with the calendar year end reporting.

BSED report: Mr. Higgins reported the organizational meeting took place and election of officers, tuition billing was reviewed Cindy Pedersen was at the meeting to report on the Voyagers Program. Child counts were also reviewed. Mr. Swenson explained the report is by which District students live in not by where they are served, he also reported the 18-21 program has been a great addition to the BSED Services.

Business Items:

Motion by Wolter to approve the Resolution Filling School Board Vacancy By Appointment and Reasons thereof, second by Christensen.

On Roll Call in favor: Wolter, Feia, Higgins, Christensen, Streit, and Meier.

Against: None. Motion carried unanimously.

Motion by Christensen, second by Meier to approve the Resolution to Fully Fund Special Education Services (Minnesota). Motion carried. AIF.

Motion by Christensen, second by Wolter, to approve Resolution to Fully Fund Special Education Services (Federal). Motion carried. AIF.

Motion by Christensen, second by Meier to adopt the Professional Staff Seniority List as presented. Motion carried. AIF.

Motion by Christensen, second by Streit to approve the increase from \$40 to \$45 per night for Extra Curricular Supervision Rate. Motion carried. AIF.

Motion by Christensen, second by Wolter to change Junior High Student Council to Middle School Leadership Group. Motion carried. AIF.

Personnel:

Motion by Christensen, second by Streit to approve the Work Agreement with Custodial Unit for 2017-2018 and 2018-2019. Motion carried. AIF.

Motion by Wolter, second by Christensen to accept resignation from Cody Van Sloten effective 1/5/2018. With thanks for his years with the School District. Motion carried. AIF.

Motion by Christensen, second by Streit to approve the Work Agreement with Principals for 2017-2018 and 2018-2019. Motion carried. AIF.

Motion by Christensen, second by Wolter to approve Work Agreement with Business Manager for 2017-2018 and 2018-2019. Motion carried. AIF.

Motion by Streit, second by Christensen to approve Work Agreement with Food Service Director for 2017-2018 and 2018-2019. Motion carried. AIF.

Motion by Wolter, second by Feia to approve Work Agreement with Activities Director/Dean for 2017-2018 and 2018-2019. Motion carried. AIF.

Motion by Streit, second by Christensen to approve Work Agreement with Health Office Assistant for 2017-2018 and 2018-2019. Motion carried. AIF.

Motion by Christensen, second by Wolter to approve Work Agreement with the Community Education Director for 2017-2018 and 2018-2019. Motion carried. AIF.

Motion by Christensen, second by Wolter to approve Kid Zone Fee Scale. Motion carried. AIF.

Motion by Christensen, second by Feia to approve the Non-Represented Fee Scale. Motion carried. AIF.

Motion by Christensen, second by Meier to hire Jeffrey Johnson for Sec. Language Arts Teacher starting 1/22/18 and for the remainder of the School Year. Motion carried. AIF.

Motion by Meier, second by Christensen to hire Melyssa Sakry for Homebound Instructor up to 6 hours a week at the Professional rate. Motion carried. AIF.

Motion by Streit, second by Wolter to accept resignation from Jennifer Clear from Junior High Student Council Advisor. Motion carried. AIF.

Motion by Christensen, second by Feia to approve FMLA Leave for Para Professional Eric Corcoran effective Jan. 8, 2018. Motion carried. AIF.

Motion by Christensen, second by Streit to approve sick leave donation from fellow paraprofessionals to Eric Corcoran. Motion carried. AIF.

Motion by Wolter, second by Feia to accept resignation from Brody Anderson from Junior High Student Council Advisor. Motion carried. AIF.

The Board acknowledged and thanked Bill Bishop for the generous donation of time, talent and supplies to build two portable backdrops for the Theater Department.

A review of the upcoming meetings took place.

Work Session Feb. 7th, 2018, 6:00 PM in the Board Room

Meet & Confer Feb. 7th, 2018, 3:15 PM in the Board Room

Regular Board meeting Feb. 21st, 2018, 6:00 PM in the LMC

Adjourn

Agenda completed at 7:15 PM. A motion to adjourn was made by Christensen, second by Streit. Motion carried. AIF.

Respectfully Submitted by Clerk
Ben Christensen