

BOARD OF EDUCATION MEETING MINUTES
I.S.D. #2534 BIRD ISLAND-OLIVIA-LAKE LILLIAN
JANUARY 9, 2017– 7:00 P.M.
DISTRICT OFFICE, OLIVIA

Pursuant to due call and notice thereof, a Board of Education Meeting of I.S.D. #2534, Renville County, Minnesota, was held on the 9th day of January, at 7:00 p.m. in the District Office in Olivia.

Members present: Jeff Benson, Brian Boen, Traci Buchtel, John Desotell, Jill Hanson, Russ Lesniak, and Melissa Sagedahl

Members Absent: None

Administration present: John Dotson, Superintendent;

The meeting was called to order at 7:00 p.m. by Chair Hanson.

Agenda: Lesniak moved and Desotell seconded a motion to approve the agenda as amended. Motion carried unanimously.

Welcome, Acceptance of Office, and Oath of Office for Elected Board Members:

Traci Buchtel, Melissa Sagedahl, John Desotell, Jeff Benson

Elected board members were individually asked to publicly affirm their acceptance of office as well as their commitment to the oath of office.

ACCEPTANCE OF OFFICE

Traci Buchtel “I hereby accept the office of School Board member of Independent School District No. 2534 for a term beginning the first Monday in January 2017 and expiring the first Monday in January 2021.”

Melissa Sagedahl “I hereby accept the office of School Board member of Independent School District No. 2534 for a term beginning the first Monday in January 2017 and expiring the first Monday in January 2021.”

John Desotell “I hereby accept the office of School Board member of Independent School District No. 2534 for a term beginning the first Monday in January 2017 and expiring the first Monday in January 2021.”

Jeff Benson “I hereby accept the office of School Board member of Independent School District No. 2534 for a term beginning the first Monday in January 2017 and expiring the first Monday in January 2021.”

OATH OF OFFICE

“I swear/affirm that I will support the Constitution of the United States and this State, and that I will discharge faithfully the duties of the Office of School Board member of Independent School District No. 2534 to the best of my judgment and ability.

Election of School Board Officers:

(January 2016 – December 2016)

(January 2017 – December 31, 2017)

Chairperson

Jill Hanson

Russ Lesniak

Hanson nominated Russ Lesniak, Boen seconded. There were no other nominations. Lesniak was elected unanimously.

Vice Chair

Lesniak

Jill Hanson

Desotell nominated Brian Boen. Benson seconded. Boen nominated Jill Hanson. Buchtel seconded. Nominations ceased. Hanson, Desotell, and Sagedahl voted for Boen. Benson, Boen, Buchtel, and Lesniak voted for Hanson. Hanson was elected 4-3.

Clerk

Brian Stenholm

Traci Buchtel

Hanson nominated Traci Buchtel. Boen seconded. There were no other nominations. Buchtel was elected unanimously.

Treasurer

Traci Buchtel

Brian Boen

Hanson nominated Brian Boen. Buchtel seconded. Boen was elected unanimously.

Consent Items:

Electronic Fund Transfer Resolution: Lesniak moved and Hanson seconded a motion to adopt the Electronic Fund Transfer Resolution. Motion carried unanimously.

Superintendent Report: Mr. Dotson stated that the Minnesota School Board Convention is this week, January 12-13, 2017.

Business:

Roofing Specifications and Bids: Boen moved and Sagedahl seconded a motion to approve the Roofing Specifications and Bids. Motion carried unanimously.

School Board Organizational Items: Boen moved and Buchtel seconded a motion to set the School Board Meeting Dates, Time, and Location for 2017 Calendar Year as follows:

4th Monday of each month at 7:00 p.m., except for December 18, 2017

Jan. 1, 2017 – May 31, 2017 at the Bird Island Campus Media Center

June 1, 2017 – July 31, 2017 at the Lake Lillian City Center

August 1, 2017 - December 31, 2017 at the Olivia District Office

Motion carried unanimously.

Establish Board Compensation for Attending Board Meetings: Desotell moved and Benson seconded a motion to establish board compensation for attending board meetings as follows: \$100 per director per regular and special board meetings, and \$50 for ½ day and \$150 for full day negotiations meetings. Motion fails 2-5 with Boen, Buchtel, Hanson, Lesniak and Sagedahl voting no. Boen moved and Sagedahl seconded a motion to establish board compensation for attending board meetings as follows:

Jan. 1, 2017 – \$50 per director per regular and special board meetings,
 December 31, 2017: and \$50 for ½ day negotiations meetings, \$100 for full day negotiations meetings; \$100 for all day seminars.

Compensation not paid for Meet and Confer meetings, Policy Review meetings, interviews, etc.
 Motion carried 5-2 with Desotell and Benson voting no.

2017 Standard IRS Mileage Rate: Hanson moved and Desotell seconded a motion to approve the 2017 Standard IRS Mileage Rate of 53.5 cents per mile, effective January 1, 2017. Motion carried unanimously.

Appoint School Board Representatives and Committees: Buchtel moved and Benson seconded a motion to appoint the following:

	<u>January 4, 2016 – December 31, 2016</u>	<u>Jan. 9, 2017 – Dec. 31, 2017</u>
Ag Advisory	Jeff Benson Brian Stenholm	<u>Jeff Benson</u> _____
Athletic/Activity Hearing	Traci Buchtel Brian Boen	<u>Traci Buchtel</u> <u>Brian Boen</u> _____
Book Review	Jill Hanson	<u>Jill Hanson</u> _____
Community Education	Russ Lesniak Traci Buchtel	<u>Melissa Sagedahl</u> <u>Brian Boen</u> _____
Comp. Worth/Pay Equity	John Desotell Brian Stenholm	<u>John Desotell</u> <u>Russ Lesniak</u> _____
Continuing Education	Russ Lesniak	<u>Russ Lesniak</u> _____
Facilities/Grounds/Pool	John Desotell Brian Stenholm	<u>John Desotell</u> <u>Jeff Benson</u> <u>Sub - Russ Lesniak</u> _____
FACS	Jill Hanson	<u>Jill Hanson</u> _____
Finance/Budget	John Desotell Brian Stenholm Traci Buchtel	<u>John Desotell</u> <u>Brian Boen</u> <u>Traci Buchtel</u> _____
Little Crow Telemedia	Jill Hanson	<u>Jill Hanson</u> _____
Meet and Confer	John Desotell Russ Lesniak Jill Hanson	<u>John Desotell</u> <u>Melissa Sagedahl</u> <u>Jill Hanson</u> _____
MSBA Leg. Network	Brian Stenholm	<u>Russ Lesniak</u> _____
MSHSL	Jeff Benson	<u>Melissa Sagedahl</u> _____

	Brian Boen	<u>Brian Boen</u>
Negotiations	John Desotell	<u>All Board Members will</u>
	Jeff Benson	<u>Negotiate</u>
	Jill Hanson	<u></u>
Policy Review	John Desotell	<u>John Desotell</u>
	Brian Stenholm	<u>Jill Hanson</u>
MREA	Jill Hanson	<u>Jill Hanson</u>
Staff Development	Russ Lesniak	<u>Melissa Sagedahl</u>
Career & Technical Education	Jill Hanson	<u>Jill Hanson</u>
Tech Committee	Brian Boen	<u>Russ Lesniak</u>
Pairing and Sharing	Russ Lesniak	<u>Russ Lesniak</u>
	Brian Boen	<u>Brian Boen</u>
	Jeff Benson	<u>Jeff Benson</u>
Wellness Committee	Traci Buchtel	<u>Traci Buchtel</u>
	Brian Boen	<u>Brian Boen</u>
Culture Committee	Jill Hanson	<u>Jill Hanson</u>
	John Desotell	<u>John Desotell</u>
	Russ Lesniak	<u>Russ Lesniak</u>

Motion carried unanimously.

Designation of Official District Radio Station: Boen moved and Buchtel seconded a motion to approve K100 – Big Country – 100.1 FM, Olivia as the Official District Radio Station for January 1, 2017 – December 31, 2017. Motion carried unanimously.

Set Meal Allowances/Reimbursement: Sagedahl moved and Boen seconded a motion to set the meal allowances/reimbursements as follows:

Meals:

*Breakfast	\$	7.00
*Lunch	\$	12.00
*Dinner	\$	<u>15.00</u>
Total:	\$	34.00 maximum per day

* Meal allowance for half a day until noon will be reimbursed up to \$ 13.00 and for a full day, reimbursable up to \$ 34.00. Receipts required for reimbursement.

Motion carried unanimously.

Signatures for School Checks, Authorization to Pick Up Night Depository Money, Access to Safety Deposit Box, and Authorization to Make Collateral Adjustments for January 1, 2017 – December 31, 2017: Buchtel moved and Hanson seconded a motion to approve signatures for school checks, authorization to pick up night depository money, access to safety deposit box, and authorization to make collateral adjustments for period Jan. 1, 2017 – Dec. 31, 2017, as listed below:

Signatures:

Finance/Payroll Checks/Flex Account/Activity Account – Chairperson, Treasurer, and Clerk

Petty Cash – Superintendent, Business Manager, and Assistant Business Manager
Trust Accounts – Superintendent, Business Manager and Assistant Business Manager

Night Depository: Treasurer, Superintendent, Business Manager, Assistant Business Manager and Activities Director.

Safety Deposit Box: Treasurer, Superintendent, Business Manager, Assistant Business Manager and Activities Director.

Collateral Adjustments: Superintendent and Business Manager
Motion carried as amended unanimously.

Designation of Official School Depository Accounts: Sagedahl moved and Hanson seconded a motion to approve the designation of official school depository accounts as follows:

School Finance..... HomeTown Bank of Olivia
Motion carried unanimously.

Designate Financial Institutions for Investment Purposes for the Period January 1, 2017 through December 31, 2017. Benson moved and Boen seconded a motion to designate financial institutions for investment purposes for the period January 1, 2017 through December 31, 2017 as follows:

Frandsen Bank & Trust
F&M Bank Minnesota – Olivia
Home Town Bank – Olivia
Citizens Alliance Bank
MSDLAF+
PMA

Motion carried unanimously.

Review Policy #209 Code of Ethics: Board reviewed the policy.

Review Policy #210 Conflict of Interest - School Board Member: Board reviewed the policy.

Adjourn: Desotell moved and Benson seconded a motion to adjourn the meeting at 8:21 p.m. Motion carried unanimously.

Respectfully Submitted,

Traci Buchtel
Board Clerk