

BOARD OF EDUCATION MEETING MINUTES
I.S.D. #2534 BIRD ISLAND-OLIVIA-LAKE LILLIAN
JANUARY 7, 2019 – 6:00 P.M.
BIRD ISLAND MEDIA CENTER

Pursuant to due call and notice thereof, a Board of Education Meeting of I.S.D. #2534, Renville County, Minnesota, was held on the 7th day of January, at 6:00 p.m. in the Bird Island Media Center.

Members Present: Sandy Benson, Jamie Bohlin, Traci Buchtel, John Desotell, Jill Hanson, and Melissa Sagedahl.

Members Absent: Jeff Benson

Administration Present: Dale Brandsoy, Superintendent

The meeting was called to order at 6:00 p.m. by Chair Hanson.

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

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

Sandra Benson, Jamie Bohlin, and Jill Hanson.

ACCEPTANCE OF OFFICE

Sandra 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 2019 and expiring the first Monday in January 2023.”

Jamie Bohlin “I hereby accept the office of School Board member of Independent School District No. 2534 for a term beginning the first Monday in January 2019 and expiring the first Monday in January 2023.”

Jill Hanson “I hereby accept the office of School Board member of Independent School District No. 2534 for a term beginning the first Monday in January 2019 and expiring the first Monday in January 2023.”

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 2018 – December 2018)

(January 2019 – December 31, 2019)

Chairperson	Jill Hanson	_____Jill Hanson_____
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Vice Chair	Russ Lesniak	_____Melissa Sagedahl_____
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Clerk	Traci Buchtel	<u>Traci Buchtel</u>
Treasurer	Brian Boen	<u>Sandy Benson</u>

Consent Items:

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

Superintendent Report:

Mr. Brandsoy welcomed the new school board members. He also reminded the board of the MSBA Leadership Conference January 17-18, 2019. He then gave a brief negotiations update.

New Business:

School Board Organizational Items: Desotell moved and S. Benson seconded a motion to set the School Board Meeting Dates, Times, and Locations for the 2019 Calendar Year as follows:

4th Monday of each month at 7:00 p.m., except for December 16, 2019.
 January 1, 2019 – May 31, 2019 at the Bird Island Campus Media Center
 June 1, 2019 – July 31, 2019 at the Lake Lillian City Center
 August 1, 2019 - December 31, 2019 at the Olivia District Office
 Motion carried unanimously.

Establish Board Compensation for Attending Board Meetings: Sagedahl moved and Buchtel seconded a motion to approve the board compensation as follows:

January 1, 2019 – \$50 per director per regular and special board meetings
 December 31, 2019: and \$50 for ½ day and \$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 unanimously.

2019 Standard IRS Mileage Rate: Desotell moved and S. Benson seconded a motion to approve the 2019 Standard IRS Mileage Rate of 58 cents per mile, effective January 1, 2019.

School Board Representatives and Committees: Buchtel moved and Bohlin seconded a motion to appoint the School Board Representatives and Committees. Motion carried unanimously.

Designation of Official District Radio Station: Sagedahl moved and S. Benson seconded a motion to approve K100 - Big Country - 100.1 FM, Olivia as the official District Radio Station for January 1, 2019 - December 31, 2019. Motion carried unanimously.

Meal Allowances/Reimbursement: Buchtel moved and Hanson seconded a motion to set the meal allowances/reimbursements as follows:

Meals:		
*Breakfast	\$	7.00
*Lunch	\$	12.00
*Dinner	\$	<u>20.00</u>
Total:	\$	39.00 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 \$39.00. 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 Period January 1, 2019 - December 31, 2019: Sagedahl moved and Buchtel 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 January 1, 2019 – December 31, 2019, 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 Athletic Director.

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

Collateral Adjustments: Superintendent and Business Manager
Motion carried unanimously.

Designation of Official School Depository Accounts: Bohlin moved and S. Benson 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, 2019 through December 31, 2019: Sagedahl moved and Hanson seconded a motion to designate financial institutions for investment purposes for the period January 1, 2019 - December 31, 2019 as follows:

Frandsen Bank & Trust
F&M Bank Minnesota – Olivia
HomeTown Bank – Olivia
Citizens Alliance Bank
MSDLAF+
PMA
Motion carried unanimously.

ICS Consulting, Inc Services: Sagedahl moved and Buchtel seconded a motion to approve the proposal of ICS Consulting, Inc. Services for planning, development, and implementation of district facilities improvements for a cost of approximately \$15,000. Motion carried unanimously.

Adjourn: Desotell moved and Buchtel seconded a motion to adjourn the meeting at 6:43 p.m. Motion carried unanimously.

Respectfully submitted,

Traci Buchtel
Board Clerk