

BOARD OF EDUCATION SPECIAL MEETING MINUTES
I.S.D. #2534 BIRD ISLAND-OLIVIA-LAKE LILLIAN
JANUARY 6, 2020 – 5:00 P.M.
DISTRICT OFFICE, OLIVIA

Pursuant to due call and notice thereof, a Board of Education Special Meeting of I.S.D. #2534, Renville County, Minnesota, was held on the 6th day of January at 5:00 p.m. in the District Office, Olivia.

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

Members Absent: None

Administration Present: Dale Brandsoy, Superintendent

The meeting was called to order at 5:01 p.m. by Chair Hanson.

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

Election of School Board Officers:

(January 2019 – December 2019)

(January 2020 – December 31, 2020)

Chairperson	Jill Hanson	Jill Hanson
Vice Chair	Melissa Sagedahl	Melissa Sagedahl
Clerk	Traci Buchtel	Traci Buchtel
Treasurer	Sandy Benson	Sandy Benson

Consent Items:

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

Superintendent Report:

Mr. Brandsoy reminded the board of the MSBA Leadership Conference on January 16-17, 2020 and talked about the sessions available.

Mr. Brandsoy also gave an update on the staff professional development in-service on January 2-3, 2020.

New Business:

School Board Organizational Items:

Set School Board Meeting Dates, Time, and Location for 2020 Calendar Year: Sagedahl moved and Hanson seconded a motion to approve setting the meetings as the listed dates and time but hold all meetings at the District Office in Olivia. Motion failed 1-6 with Sagedahl voting for. Hanson moved and S. Benson seconded a motion to approve setting the meetings as the listed dates, times and locations. Motion carried unanimously.

4th Monday of each month at 7:00 p.m., except for May 18 & December 21, 2020
January 27, 2020 – May 31, 2020, at the Bird Island Campus Media Center
June 1, 2020 – July 31, 2020, at the Lake Lillian City Center

August 1, 2020 - December 31, 2020, at the Olivia District Office

Establish Board Compensation for Attending Board Meetings: Buchtel moved and Bohlin seconded a motion to establish board compensation for attending board meetings as listed below. Motion carried unanimously.

January 1, 2020 – \$50 per director per regular and special board meetings
December 31, 2020: 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.

2020 Standard IRS Mileage Rate: Bohlin moved and Desotell seconded a motion to approve the 2020 Standard IRS Mileage Rate of 57.5 cents per mile, effective January 1, 2020. Motion carried unanimously.

School Board Representatives and Committees: Hanson moved and Bohlin seconded a motion to elect School Board Representatives and Committees. Motion carried unanimously.

Approve Designation of Official District Radio Station: S. Benson moved and Buchtel seconded a motion to approve K100 - Big Country - 100.1 FM, Olivia as the official district radio station for January 1, 2020, to December 31, 2020. Motion carried unanimously.

Set Meal Allowances/Reimbursement: Desotell moved and S. Benson seconded a motion to approve increasing the meal allowance/reimbursement up to \$44.00 maximum per day. Receipts required for reimbursement. Motion carried unanimously.

Signature for School Checks, Authorization to Pick Up Night Depository Money, Access to Safety Deposit Box and Authorization to Make Collateral Adjustments for 2020: Bohlin moved and Buchtel seconded a motion to approve signatures for school checks, authorization to pick up night depository money, access to a safety deposit box, and authorization to make collateral adjustments for the period January 1, 2020 – December 31, 2020, 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 unanimously.

Designation of Official School Depository Accounts: J. Benson moved and Hanson seconded a motion to approve the official school depository accounts as listed below:

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

Designate Financial Institutions: Buchtel moved and Hanson seconded a motion to designate the financial institutions for investment purposes for the period January 1, 2020, through December 31, 2020, as follows:

Frandsen Bank & Trust - Bird Island
F&M Bank Minnesota – Olivia
HomeTown Bank – Olivia
Citizens Alliance Bank - Lake Lillian
MSDLAF+
PMA
Motion carried unanimously.

Upcoming Dates:

January 27, 2020, Board Work Session @ Bird Island Media Center @ 5:15 p.m.

Adjourn: Desotell moved and S. Benson seconded a motion to adjourn the meeting at 6:07 p.m. Motion carried unanimously.

Respectfully Submitted,

Traci Buchtel
Board Clerk