

**BOARD BRIEFS  
NEW YORK MILLS ISD NO. 553  
SPECIAL BOARD OF EDUCATION MEETING, MONDAY, JANUARY 4, 2016**

**ATTENDANCE:** All School Board Members except Adams (Ehnert arrived at 6:03) plus Superintendent B. Novak, M. Maki, J. Brockway, M. Young-Lecouste, M. Radniecki, Visitors J. Parta, M. Parta, B. Roder, M. Fresonke, T. Fresonke, B. Tumberg, T. Pederson, T. White, L. Rudolph, J. Rimpila, B. Weller, B. Weller, J. Preuss, M. Myers, L. Braukmann, K. Nagle, J. Arno, C. Keskitalo, T. Baune, J. Smith, E. Weber, J. Radniecki and Connie Vandermay of the press.

**CALL TO ORDER BY THE 2015 PRESIDENT-** at 6:00 pm.

**SETTING THE AGENDA TO DETERMINE THE ORDERS OF THE DAY-** Approved.

**CALLING FOR THE NOMINATIONS FOR CHAIR-** Carlson nominated.

**VOTING FOR CHAIR-** Carlson as 2016 Board Chair. Approved.

**CALLING FOR THE NOMINATIONS FOR VICE CHAIR-** Wallgren nominated.

**VOTING FOR VICE CHAIR-** Wallgren as 2016 Board Vice Chair. Approved.

**CALLING FOR THE NOMINATIONS FOR CLERK-** Adams nominated.

**VOTING FOR CLERK-** Adams as 2016 Board Clerk. Approved.

**CALLING FOR THE NOMINATIONS FOR TREASURER-** Hetland nominated.

(Ehnert Arrived.)

**VOTING FOR TREASURER-** Hetland as 2016 Board Treasurer. Approved.

**NAMING 2016 OFFICIAL SCHOOL NEWSPAPER-** New York Mills Dispatch. Approved.

**NAMING 2016 OFFICIAL DEPOSITORIES-** Farmers and Merchants State Bank of New York Mills, Minnesota, Inc., the Liquid Asset School District Investment Fund, and any other United States Insured Banking Institution. Approved. Wallgren abstained.

**NAMING THE 2016 SCHOOL ATTORNEY-** The law firm of Rupp, Anderson, Squires & Waldspurger, PA. Approved.

**SETTING 2016 REGULAR MONTHLY MEETING DATES, SITE, AND TIME-** Approved.

**MEETING DATES-** Regular Monthly Meeting Dates will be January 25, February 22, March 28, April 25, May 23, June 27, July 25, August 22, September 26, October 24, November 28, December 19 (3<sup>rd</sup> Monday).

**LOCATION-** The meeting location will be High School Media Center.

**TIME-** All Regular Meetings will be conducted at 6:00 pm.

**WORKSHOPS-** Quarterly workshops will be February 8, May 19, August 8 and November 14 or as needed at 6:00 pm.

**BOARD REPRESENTATIVE ASSIGNMENTS-** Approved.

OTTER TAIL FAMILY COLLABORATIVE: Wallgren

COMMUNITY EDUCATION DELEGATE: Adams

MSBA LEGISLATIVE LIAISON: Carlson

MSHSL SCHOOL BOARD REPRESENTATIVE: Majjala

TEACHER LICENSE RENEWAL COMMITTEE: Hetland

FOOD SERVICE HEARING OFFICER: Ehnert

REGION IV SERVICE COOP DELEGATE: Kane

WORLD'S BEST WORKFORCE COMMITTEE BOARD REP: Vice President

C&C CHAMBER MEMBERSHIP: All School Board & Administration

SPECIAL EDUCATION COOP: Superintendent

**BOARD COMMITTEE ASSIGNMENTS-**

NEGOTIATIONS AND PERSONNEL COMMITTEE: Adams, Ehnert, Hetland

CURRICULUM, INSTRUCTION AND POLICY COMMITTEE: Wallgren, Kane, Majjala  
BUDGET AND FACILITIES COMMITTEE: Carlson, Ehnert, Hetland  
SUPPORT SERVICES COMMITTEE: Carlson, Adams, Wallgren

**2016 SCHOOL BOARD COMPENSATION-** \$80 per meeting or \$100 for all day meetings with an annual amount of \$600 for the Chair and \$400 for other board members. Approved.

**AUTHORIZE SUPERINTENDENT TO PERFORM FINANCIAL TRANSACTIONS ON BEHALF OF THE SCHOOL DISTRICT-** Approved.

**AUTHORIZE THE SUPERINTENDENT TO EMPLOY DAY AND SPECIALIZED LABOR AS NEEDED-** Approved.

**AUTHORIZE THE BUSINESS MANAGER TO ASSIST THE TREASURER AND CLERK AS WELL AS AUTHORIZING THE DISTRICT CONFIDENTIAL SECRETARY AND BOOKKEEPER TO ASSIST SAME OFFICERS IN DISPATCHING THEIR DUTIES-** Approved.

**AUTHORIZING THE ELECTRONIC TRANSFER OF PAYROLL TAX DEPOSITS AS ALLOWED BY MS 471.38-** Approved.

**SETTING THE DATE and COMMITTEE TO BE RESPONSIBLE FOR THE ANNUAL STAFF APPRECIATION DAY ACTIVITIES-** CONSENSUS: To name Ehnert as the Ad Hoc Chair, plus Wallgren & Hetland for this activity with the date and theme to be determined by the committee.

**AUTHORIZING THE SUPERINTENDENT AND THE FISCAL AUDITOR TO MAKE YEAR-END TRANSFERS TO ELIMINATE ANY OPERATING FUND DEFICIENCIES-** Approved.

**ASSIGNING SPECIAL PROJECTS FOR 2016 TO SELECTED POSITIONS-** Approved.

SUPERINTENDENT: >Legal & Compliance Officer >State Dept. Contact >Ex Officio Board Member > Otter Tail County Collaborative >LEA Representative >Special Ed Coordinator >MSHSL Rep. > World's Best Workforce Coordinator >Human Rights Officer

BUSINESS MANAGER: >State Department Reporting >Fiscal Data Reporting

HIGH SCHOOL PRINCIPAL: >Curriculum Co-Coordinator >Grad Standards Coordinator >Staff Development Co-Coordinator >Human Rights Officer

ELEMENTARY PRINCIPAL: >Human Rights Officer > Curriculum Co-Coordinator >Staff Development Co-Coordinator

COMMUNITY EDUCATION DIRECTOR: >Community Service Programming >Safety Coordinator

FOOD SERVICE SUPERVISOR: >Breakfast and Noon Meal Service

TRANSPORTATION SUPERVISOR: >Route, Driver, & Vehicle Development >Traffic Control

BUILDINGS & GROUNDS: >OSHA/EPA >Air Quality >Building Security Coordinator

**AUTHORIZATION TO SELL ANY EXCESS SCHOOL EQUIPMENT AT PUBLIC AUCTION IN THE SUMMER OF 2016 WITH SPECIFIC DATE TO BE DETERMINED AND ADVERTISED-** Approved.

**EAGLE PRIDE HEALTH AND WELLNESS RECREATION AREA FUNDING-** Approved pursuing grants for funds for the Eagle Pride Health and Wellness Recreation Area.

**ADJOURNMENT-** 7:43 pm.

**NEXT BOARD MEETING**  
**Regular Meeting - January 25, 2016 at 6:00 PM**

