

January 8, 2018

The Verndale Public School Board of Independent School District No. 818, Verndale, Minnesota met for a reorganizational and regular meeting on Monday, January 8, 2018 at 6:02pm in the Verndale Media Center. The meeting was called to order by Chairman of the Board, Marcus Edin. The meeting started with the Pledge of Allegiance.

Members present: Bill Blaha, Shyla Hess, Marcus Edin, Chris Youngbauer, Tony Stanley, and Scott Veronen.

Members Absent: None

Others present: Superintendent Mr. Brownlow, Principal Mr. Follingstad, Trinity Gruenberg-Verndale Sun, Jen Veronen, Tracy Hegarty and Mary Gronlund.

Roll call was taken. A quorum was determined.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the organizational meeting agenda as presented by Mr. Brownlow. All voting in favor thereof, motion carried.

Acting School Board Chairman, Marcus Edin, called for nominations for the position of Chairperson. Bill Blaha nominated Marcus Edin. There were no further nominations. All voting in favor thereof, motion carried.

School Board Chairman, Marcus Edin, called for nominations for the position of Vice Chairperson. Scott Veronen nominated Bill Blaha. There were no further nominations. All voting in favor thereof, motion carried.

School Board Chairman, Marcus Edin, called for nominations for the position of Clerk. Bill Blaha nominated Tony Stanley. There were no further nominations. All voting in favor thereof, motion carried.

School Board Chairman, Marcus Edin, called for nominations for the position of Treasurer. Chris Youngbauer nominated Scott Veronen. There were no further nominations. All voting in favor thereof, motion carried.

Motion by Bill Blaha seconded by Scott Veronen and passed by unanimous vote to set the date, time and place for the regular monthly school board meetings to be held the first Monday of each month at 6:30pm in the Verndale Public School Media Center. If the meeting is changed to the second Monday, the start time will be 6:00pm. The schedule would be February 5, March 5, April 2, May 7, June 11, August 13, September 10, October 1, November 5, and December 3. All voting in favor thereof, motion carried.

Motion by Bill Blaha, seconded by Scott Veronen to designate Star Bank and MN School District Liquid Asset Fund (MSDLAF) as official depositories, Ehlers Financial Services and TD Ameritrade as investment brokers and Bond Trust Services as paying agents. All voting in favor thereof, motion carried.

Motion by Scott Veronen, seconded by Chris Youngbauer and passed by unanimous vote to designate the following employees to make electronic transfers.

- a. MN School District Liquid Asset Funds Plus – Dawn Anderson or Paul Brownlow
- b. Payroll Direct Deposit/Bremer Bank – Kimberly Moske or Dawn Anderson
- c. Department of Revenue and Federal Government for Social Security, Medicare and Federal Taxes – Kimberly Moske or Dawn Anderson
- d. MN Public Employees Retirement Association and Teacher Retirement Association – Kimberly Moske or Dawn Anderson
- e. MN Child Support – Kimberly Moske or Dawn Anderson
- f. Educators Benefit Consultants (EBC)-403B Annuity, HAS and FSA Payroll Contributions – Kimberly Moske or Dawn Anderson

Motion by Bill Blaha, seconded by Shyla Hess to designate the Verndale Sun as the official newspaper. All voting in favor thereof, motion carried.

Motion by Bill Blaha, seconded by Chris Youngbauer to designate Dan Carlisle from Pemberton Law Firm as the school district's legal counsel. All voting in favor thereof, motion carried.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the use of the facsimile signature plate to sign accounts payable checks, payroll checks and official documents as recommended by Mr. Brownlow. All voting in favor thereof, motion carried.

Motion by Tony Stanley, seconded by Chris Youngbauer to authorize the Superintendent, as permitted by Minnesota Statute 123B.52, to lease, purchase and contract for goods and services, within the budget as approved by the School Board, provided that any transaction in an amount exceeding \$10,000 must first be specifically authorized by the School Board and must fulfill all other applicable legal requirements for school district contracts. All voting in favor thereof, motion carried.

Motion by Bill Blaha, seconded by Shyla Hess to authorize the Superintendent or Business Manager to make payments between school board meetings in advance of School Board approval under the following conditions and to include payments in the next list of bills submitted to the School Board for approval:

- a. Payments of claims which cannot be deferred until the next School Board meeting without the loss to the district of a discount privilege, or because of contract terms, purchase order terms, or a vendor's standard terms which are part of a contract, in accordance with Minnesota Statute 123B.02, Subd. 18.
- b. Payments of claims within the standard period as defined in Minnesota Statute 471.425.

All voting in favor thereof, motion carried.

Motion by Shyla Hess, seconded by Chris Youngbauer to authorize the Superintendent and/or Designee to conduct collateral transactions for the school district. All voting in favor thereof, motion carried.

Motion by Chris Youngbauer, seconded by Bill Blaha and passed by unanimous vote to authorize the Superintendent or Business Manager to use the school credit card held by the School District as follows:

Chase Business Visa

Paul Brownlow Credit Limit \$21,000

Arick Follingstad Credit Allowance \$2,000

Motion by Scott Veronen, seconded by Shyla Hess to designate Superintendent Paul Brownlow as the Identified Official with Authority to authorize user access to secure Minnesota Department of Education websites. All voting in favor thereof, motion carried.

Motion by Bill Blaha, seconded by Chris Youngbauer and passed by unanimous vote to appoint the following board members to the committees as listed:

Negotiations Committee	Mr. Stanley Mr. Blaha Mr. Edin Mrs. Hess (Alternate)	Paid
Freshwater Education District Board	Mr. Veronen Mrs. Hess (Alternate)	Paid by Freshwater
Community Concern for Youth	School Administrator	No Compensation
Legislative Liaison	Mr. Brownlow	No Compensation
Educational Liaison	Mr. Brownlow	No Compensation
National Joint Powers Alliance	Mr. Veronen	Paid by NJPA

	Mr. Youngbauer (Alternate)	
Wadena Family Services Collaborative	Mrs. Hess	Paid
MN State High School League	Mr. Stanley	No Compensation
Building and Grounds Committee	Mr. Youngbauer	Paid
	Mr. Veronen	
	Mrs. Hess	
Meet and Confer	Mr. Blaha	Paid
	Mrs. Hess	
Finance Committee	Mr. Youngbauer	
	Mr. Youngbauer	Paid
	Mr. Veronen	
Shared Services	Mr. Blaha	
	Mr. Edin	Paid
	Mr. Blaha	
	Mr. Veronen	
Curriculum Review	Mr. Stanley (Alternate)	
	Mr. Stanley	No Compensation
Community Ed. Committee	Mrs. Hess	No Compensation
	Mr. Edin (Alternate)	
	Mr. Youngbauer	Paid
Health and Safety Committee	Mr. Youngbauer	Paid
Board Professional Growth	All Members w/Approval	Paid

Motion by Scott Veronen, seconded by Tony Stanley and passed by unanimous roll call vote to set board compensation as follows:

- \$80.00 per regular scheduled board meeting
- \$10.00 per meeting additional compensation for the Board Chair
- \$60.00 per extra meeting and committee meetings
 - Meetings that are over 4 hours will be compensated at \$90.00 per day/meeting

Organizational Meeting ended and Regular Board Meeting started at 6:21pm.

Regular Board Meeting Notes:

Motion by Chris Youngbauer, seconded by Shyla Hess to approve the agenda as presented by Mr. Brownlow, adding New Business item h. Spring Field Trip Overnight Stay. All voting in favor thereof, motion carried.

Recognition of the public.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the minutes from the December 4, 2017 Regular School Board meeting. All voting in favor thereof, motion carried.

Freshwater Education Report: None

Legislative Report: Mr. Brownlow

Member Chris Youngbauer introduced the following resolution and moved its adoption:

VERNDALE PUBLIC SCHOOLS RESOLUTION
A RESOLUTION ACCEPTING DONATIONS TO THE DISTRICT

WHEREAS, State Statute 465.03, Gifts to Municipalities, states, in part, that “Any city, county school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the

donor.”; and;

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full, and;

WHEREAS, The Verndale Public School has received and accepted donations below:

<u>Donor</u>	<u>Purpose</u>	<u>Amount</u>
West Central	2017 Santa Shop	100.00
Duane & Shelley Leonard	2017 Santa Shop	20.00
Diane and Larry Hahn	2017 Santa Shop	15.00
VFW Auxiliary No 3922, 6th District Dept. of MN	Make a Difference Day	100.00
<u>Wilbur Desrocher</u>	<u>Clothes Program</u>	<u>50.00</u>
Total District Donations		\$ 285.00

THEREFORE LET IT BE RESOLVED that the Verndale Public School gratefully accepts these donations.

The motion for the adoption of the foregoing resolution was duly seconded by member Bill Blaha. And upon vote being taken thereon, the following voted in favor thereof: Bill Blaha, Shyla Hess, Marcus Edin, Chris Youngbauer, Tony Stanley, and Scott Veronen. And the following voted against the same: None

Where upon the Resolution was declared duly passed and adopted by the Verndale Public School Board this 9th day of January, 2017.

Signed:

Attest:

Signature
Marcus Edin
Chairperson

Signature
Scott Veronen
Treasurer

New Business:

Motion by Bill Blaha, seconded by Shyla Hess to approve the financial report and payment of the bills, excluding the bills from Youngbauer’s Inc. and Veronen Properties LLC. Voting in favor thereof, Marcus Edin, Chris Youngbauer, Tony Stanley, Scott Veronen, Bill Blaha, and Shyla Hess. Motion carried.

Motion by Shyla Hess, seconded by Bill Blaha to approve payment of the bills from Youngbauer’s Inc. and Veronen Properties LLC. Voting in favor thereof, Tony Stanley, Bill Blaha, Shyla Hess and Marcus Edin. Chris Youngbauer and Scott Veronen abstained. Motion carried.

Motion by Bill Blaha, seconded by Scott Veronen to approve Teacher Lane Change for Sheri Brewer, from MA+10 to MA+20. Voting in favor thereof, Tony Stanley, Scott Veronen, Bill Blaha, Shyla Hess, Marcus Edin, and Chris Youngbauer. Motion carried.

Motion by Chris Youngbauer, seconded by Shyla Hess to approve the hiring Tom Nelson as Long-Term Substitute School Social Worker/Counselor. Voting in favor thereof, Scott Veronen, Bill Blaha, Shyla Hess, Marcus Edin, Chris Youngbauer and Tony Stanley. Motion carried.

Motion by Bill Blaha, seconded by Shyla Hess to approve the 2017-2018 Seniority Lists for Certified Staff, Support Staff and Bus Drivers. All voting in favor thereof, motion carried.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the Exemplary Funds Projects as presented. Voting in favor thereof, Bill Blaha, Shyla Hess, Marcus Edin, Chris Youngbauer, Tony Stanley, and Scott Veronen. Motion carried.

Member Bill Blaha introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING THE ADMINISTRATION
TO MAKE RECOMMENDATIONS FOR REDUCTIONS
IN PROGRAMS AND POSITIONS AND REASONS
THEREFOR.

WHEREAS, there may be variables in student enrollment that may require the school district to reduce expenditures immediately, and

WHEREAS, this decrease in student enrollment may include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the School Board of Independent School District No. 818, as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economies in the school district and, as a result of a reduction in enrollment, make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member Shyla Hess and upon vote being taken thereon, the following voted in favor thereof: Shyla Hess, Marcus Edin, Chris Youngbauer, Tony Stanley, Scott Veronen and Bill Blaha

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted this 8th day of January, 2018.

Motion by Chris Youngbauer, seconded by Scott Veronen to approve the Rural MN CEP Career Advising Contract for 2017-2018. Voting in favor thereof, Marcus Edin, Chris Youngbauer, Tony Stanley, Scott Veronen, Bill Blaha, and Shyla Hess. Motion carried.

Motion by Bill Blaha, seconded by Shyla Hess to call for quotes for FY 2018, 2019, and 2020 Audit. All voting in favor thereof, motion carried.

Board Members cast ballots for NJPA Board of Directors.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the Spring Field Trip Overnight Stay. Voting in favor thereof, Chris Youngbauer, Tony Stanley, Scott Veronen, Bill Blaha, Shyla Hess, and Marcus Edin. Motion carried.

Administrative reports were given by Mr. Brownlow and Mr. Follingstad.

Meeting adjourned at 7:00pm by Chairman of the Board, Marcus Edin.

Respectfully submitted by the Board,

Tony Stanley, Clerk