

January 7, 2019

The Verndale Public School Board of Independent School District No. 818, Verndale, Minnesota met for an organizational and a regular meeting on Monday, January 7, 2019 at 6:27pm 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: Supt. Mr. Brownlow, Principal Mr. Follingstad, Dean of Students Mr. Johnson, Trinity Gruenberg-Verndale Sun, Business Manager Dawn Anderson, Val Schmitz, Amy Ashbaugh, and Mary Gronlund.

Mr. Brownlow administered the oath of office to Bill Blaha, Tony Stanley, and Scott Veronen.

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. M/C

Acting School Board Chairman, Marcus Edin, called for nominations for the position of Chairperson. Motion by Chris Youngbauer, seconded by Tony Stanley to nominate Marcus Edin. There were no further nominations. Roll call. MCU

School Board Chairman, Marcus Edin, called for nominations for the position of Vice Chairperson. Motion by Tony Stanley, seconded by Chris Youngbauer to nominate Bill Blaha. There were no further nominations. Roll call. MCU

School Board Chairman, Marcus Edin, called for nominations for the position of Clerk. Motion by Shyla Hess, seconded by Bill Blaha to nominate Tony Stanley. There were no further nominations. Roll call. MCU

School Board Chairman, Marcus Edin, called for nominations for the position of Treasurer. Motion by Bill Blaha, seconded by Chris Youngbauer to nominate Scott Veronen. There were no further nominations. Roll call. MCU

Motion by Chris Youngbauer, 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 4, March 4, April 1, May 6, June 10, August 12, September 9, October 7, November 4, and December 2. M/C

Motion by Scott Veronen, seconded by Bill Blaha 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. M/C

Motion by Bill Blaha, 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 Scott Veronen, seconded by Shyla Hess to designate the Verndale Sun as the official newspaper. M/C

Motion by Bill Blaha, seconded by Chris Youngbauer to designate Kristi Hastings from Pemberton Law Firm as the school district’s legal counsel. M/C

Motion by Tony Stanley, seconded by Bill Blaha to approve the use of the facsimile signature plate to sign accounts payable checks, payroll checks and official documents as recommended by Mr. Brownlow. M/C

Motion by Chris Youngbauer, seconded by Shyla Hess 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. M/C

Motion by Bill Blaha, seconded by Scott Veronen 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.

M/C

Motion by Chris Youngbauer, seconded by Shyla Hess to authorize the Superintendent and/or Designee to conduct collateral transactions for the school district. M/C

Motion by Bill Blaha, seconded by Scott Veronen 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 \$12,000

Arick Follingstad Credit Allowance \$2,000

Motion by Bill Blaha, seconded by Chris Youngbauer to designate Superintendent Paul Brownlow as the Identified Official with Authority to authorize user access to secure Minnesota Department of Education websites. M/C

Motion by Chris Youngbauer, seconded by Shyla Hess 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
Sourcewell	Mr. Veronen	Paid by Sourcewell
Wadena Family Services Collaborative	Mrs. Hess	Paid

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

Motion by Scott Veronen, seconded by Bill Blaha 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 6:39pm.

Motion by Chris Youngbauer seconded by Bill Blaha to approve the agenda as presented by Mr. Brownlow, adding New Business item iii. C. 2. Media Assistant increase in hours. M/C

Recognition of the public.

Motion by Scott Veronen seconded by Chris Youngbauer to approve the minutes from the December 3, 2018 Regular School Board Meeting. M/C

Freshwater Education Report: None

Legislative Report: Mr. Brownlow

Buildings and Grounds Report: Chris Youngbauer

Member Chris Youngbauer introduced the following resolution and moved its adoption. The motion was duly seconded by Scott Veronen.

VERNDALE PUBLIC SCHOOLS RESOLUTION

A RESOLUTION ACCEPTING DONATIONS TO THE DISTRICT

January 7, 2019

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:

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

List of Donations Presented January 7, 2019, received From December 1, 2018 to January 7, 2019

<u>DONOR</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
<u>District</u>		
VFW Auxiliary #3922	School Supplies	100.00
Steve Pauly	Santa Shop	50.00
Matt Jones	Santa Shop	20.00
Julie Orlando	Santa Shop	20.00
Anonymous	Santa Shop	20.00
Shelley Leonard	Santa Shop	20.00
Doris English	Santa Shop	25.00
Erna Harrison	Santa Shop	10.00
Grandma Ruth	Santa Shop	supplies
Sam Schmitz	Santa Shop	supplies
Weniger's grandparents	Santa Shop	supplies
Char Orlando	Santa Shop	supplies
Julie Orlando	Santa Shop	supplies
Sue Rocheford	Santa Shop	supplies
Shirley Anderson	Santa Shop	supplies
Erin Judd	Santa Shop	supplies
R. Kern	Santa Shop	supplies
Anonymous	Angle Fund - Lunches	100.00
	Total District donations	365.00

Where upon the Resolution was declared duly passed and adopted by the Verndale Public School Board this 7th day of January, 2019.

Signed:

Attest:

Signature

Marcus Edin
Chairperson

Signature

Scott Veronen
Treasurer

Old Business: Motion by Bill Blaha, seconded by Scott Veronen to approve the Spanish Trip as presented, with fundraising opportunity made available to all students, liability insurance coverage for the school, and adjustments to the itinerary to remove activities that do not enhance the Spanish trip experience. Roll call, MCU.

New Business:

Motion by Scott Veronen, seconded by Chris Youngbauer to approve the Financial Reports/Payment of Board Checks 45321-45431. Roll call, MCU.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the Fiscal Year 2018 Audit as presented by Brian Koehn. Roll call, MCU.

Motion by Chris Youngbauer, seconded by Scott Veronen to approve a lane change request for Katie Bolland. Roll call, MCU

Motion by Shyla Hess, seconded by Bill Blaha to accept the resignation of Char Orlando as Part-Time Regular Route Bus Driver, and retirement of Kathy Wellmann, Education assistant. M/C

Motion by Bill Blaha, seconded by Chris Youngbauer to approve hiring Zach Johnson as additional Junior High Boys' Basketball Coach. Roll call, MCU.

Motion by Bill Blaha, seconded by Shyla Hess to approve an increase in hours for Char Orlando in the Media Assistant position from 4.5 hours to 6.5 hours, effective December 3, 2018. Roll call, MCU.

Motion by Chris Youngbauer, seconded by Shyla Hess to approve Exemplary Projects for Funding as presented. Roll call, MCU.

Member Chris Youngbauer 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 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

whereupon said resolution was declared duly passed and adopted this 7th day of January, 2019.

Motion by Bill Blaha, seconded by Tony Stanley to approve the 2019-2020 Early Childhood Screening Services Contract with Wadena Count Public Health. Roll call, MCU.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve the BHVPP Wrestling Cooperative Agreement. Roll call, MCU.

Motion by Tony Stanley, seconded by Shyla Hess to approve discontinuing the Contract for Cooperation for Art with Bertha-Hewitt. M/C.

Motion by Bill Blaha, seconded by Chris Youngbauer to approve posting for 1.0 FTE for Art position. Roll call, MCU.

Board Members cast ballots for Sourcewell Board of Directors.

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

Meeting adjourned at 8:11pm by Chairman of the Board, Marcus Edin.

Respectfully submitted by the Board,

Tony Stanley, Clerk

Mary Gronlund, Secretary