

Independent School District #891
Canby Public School

1.0 Opening of Meeting: Chairperson Nathan Thorpe

The Canby School Board held its annual reorganization meeting on Tuesday, January 3, 2023 at Canby High School Room 156. Board members present: Nathan Thorpe, Tricia Buelstel, Angela Leppke, Suzanne Fairchild and Brittany Kockelman. Also in attendance were, Superintendent Ryan Nielsen, Dr. Robert Slaba, Mr. Ryan Arndt, and a representative from the CEA.

1.1 Call to Order: Chair Nathan Thorpe called the meeting to order at 5:30 pm

1.2 Roll Call: All present

1.3 Welcome Visitors and Guests:

1.4 Approval of the Agenda: Motion by Leppke, second Buelstel to approve the amended agenda deleting the duplicate committee assignments, motion passed 6-0.

1.5 Election of Officers for 2023:

1.5.1 Chair: Director Buelstel nominated Nathan Thorpe as Board Chairperson, no other nominations, nominations ceased, and Nathan Thorpe was elected board chair.

1.5.2 Vice Chair: Director Full nominated Angela Leppke for Vice Board Chairperson, no other nominations, nominations ceased, and Angela Leppke was elected board Vice Chair.

1.5.3 Clerk: Director Leppke nominated Brenda Full as Clerk, no other nominations, nominations ceased, and Brenda Full was elected board Clerk.

1.5.4 Treasurer: Director Kockelman nominated Tricia Buelstel as Treasurer, no other nominations, nominations ceased, and Tricia Buelstel was elected Treasurer.

1.6 Approval of the Minutes: Motion by Leppke, second Buelstel, to approve the minutes from the regular board meeting on December 19, 2022, motion carried 6-0.

1.7 Oath of Office: Chair Thorpe administered the Oath of Office to new board members Suzanne Fairchild and Brittany Kockelman.

2.0 New Business / Board Discussion

2.1 Administrative Reports

- High School Principal Report: Dr. Slaba recognized and thanked new board members Suzanne Fairchild and Brittany Kockelman; Senior will learn about all the scholarship opportunities available to them on Tuesday of next week; The second semester schedule will begin soon and students will begin registering for 2024 classes sometime in February.
- Elementary Principal Report: Mr. Ryan Arndt reported he and his staff continue to work on the Title 1 school wide plan; The plan is used to plan for the annual Title 1 programming and grant. He also reported the Spelling Bee will be held on January 17; He will be hosting another parent meeting on January 26; He will be submitting the application for Voluntary Pre-kindergarten soon and unless new allocations are added to it by the legislature the district does not expect any awards from it.
- Superintendent Report: Mr. Nielsen reported the district needed to purchase a new snow blower; Due to the weather a number of activities will need to be rescheduled; Mr. Nielsen is looking for additional job fairs to attend. The past few years the most success they have had in recruiting new teachers has been through the job fair in Sioux Falls; The contracts with RA Morton and ISG have been sent to them for review.

- 2.2 Snow Days: Currently, there have now been two snow days and four E-learning days. There is one E-learning day left and these days are regulated by statute.

3.0 Board Action and Annual Designations:

- 3.1 Meeting Time and Dates: Motion by Full, second Leppke to set the regular scheduled meeting to be held on the first and third Monday of each month, except for only one meeting in July on the seventeenth and one meeting in August on the fourteenth and one day for a retreat, for 2023 with regular meetings starting at 5:30 pm, motion carried 6-0.
- 3.2 Designate Official Depository: Motion by Full, second Fairchild to designate the Official Depository as First Security Bank Canby N.A., motion carried 6-0.
- 3.3 Daily Meal Allowance: Motion by Fairchild, second Bueltel to set the daily meal allowance at \$80.00 per day for greater MN, but \$90.00 per day for the 7 County Metropolitan Area (Anoka, Washington, Hennepin, Ramsey, Carver, Scott, Dakota) and any conferences out of state, motion carried 6-0.
- 3.4 Per Diem for Board Meeting and Committee Meetings: Motion by Leppke, second Kockelman to set per diem for board member meetings and committee meetings at \$70.00; \$150.00 for all day meetings; and the chair to receive an addition \$700, motion carried 6-0.
- 3.5 Designate Official Newspaper: Motion by Bueltel, second Kockelman, to designate the Canby News as the official newspaper, motion carried 6-0.
- 3.6 Primary Legal Counsel: Motion by Full, second Fairchild, to designate Kennedy & Graven as the district's legal counsel and to provide permission for the Superintendent and Board Chair to contact counsel as needed, motion carried 6-0.
- 3.7 Mileage Reimbursement Rate: Motion by Leppke, second Kockelman, to set the mileage rate at the IRS standard rate, motion carried 6-0.
- 3.8 M.S.H.S.L. Representative: Motion by Kockelman, second Fairchild, to designate Brenda Full as the M.S.H.S.L. representative, motion carried 6-0.
- 3.9 Committee assignments

Committee	Assignment
Administrative Committee	Full, Leppke, Thorpe
Continuing Education Committee	Kockelman
Facilities Committee	Fairchild, Full, Thorpe
Negotiations Committee	Full, Thorpe, Bueltel
Parks & Recreation Committee	Leppke, Thorpe (Alternate)
Staff Development	Fairchild
Meet and Confer	Fairchild, Kockelman, Leppke
Health and Safety/Wellness	Bueltel, Kockelman

3.10 Resolution to Make Reductions: Resolution Directing Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Therefore:

Member Full introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ADMINISTRATION TO MAKE RECOMMENDATIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFORE

BE IT RESOLVED, by the School Board of Independent School District No. 891, State of Minnesota, as follows:

WHEREAS, the financial condition of the school district dictates that the school board must reduce expenditures immediately, and

WHEREAS, this reduction in expenditure must 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,

HEREBY, We direct the Superintendent of Canby Public Schools ISD #891 to make recommendations for adjustments in curriculum, programs and staff for the 2023-2024 school year.

The motion for the adoption of the foregoing resolution was duly seconded by Member Bueltel and upon vote being taken thereon, the following voted in favor thereof: Fairchild, Leppke, Bueltel, Kockelman, Full, Thorpe and the following voted against: 0

Absent: 0

whereupon said resolution was declared duly passed and adopted.

- 3.11 Authorize Superintendent to Invest: Motion by Kockelman, second Fairchild, to authorize Superintendent or designee to invest school funds pursuant to MN Statutes and approve the collateral from financial institutions, and to approve the MSBA Minnesota Liquid Asset Funds and PMA for investment purposes, motion carried 6-0.
- 3.12 Director of Transportation: Motion by Leppke, second Kockelman, to appoint the Superintendent as Director of Transportation, motion carried 6-0.
- 3.13 Local Education Authority: Motion by Bueltel, second Leppke, to appoint Superintendent as LEA, motion carried 6-0.

4.0 Communication

4.1 MSBA Convention January 11 - 13.

4.2 Next Board Meeting: Tuesday, January 17 at 5:30 pm

5.0 Adjournment

5.1 Adjournment: 6:19 pm Motion to adjourn Bueltel, second Leppke, motion carried 6-0.

School Board Clerk

Date