

SPECIAL MEETING MINUTES
ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 361
Monday, January 7, 2019 at 5:00 p.m.
Falls High School Cafeteria

A Special Organizational Meeting of the Board of Trustees of Independent School District #361 was held Monday, January 7, 2019, beginning at 5:00 PM in the FHS Cafeteria.

Michelle Hebner, Acting Board Chair, called the meeting to order at 5:00 p.m. Members present were: Michelle Hebner, Mike Holden, Toni Korpi, Terry Murray, Roxanne Skogstad-Ditsch, Ted Saxton, Jennifer Windels and Kevin Grover.

Pledge of Allegiance

Seat New Board Member:

Acting Board Chair, Michelle Hebner, presented the oath of office to Jennifer Windels.

Approval of Agenda:

Motion by Roxanne Skogstad-Ditsch then second by Mike Holden to approve the agenda as presented. Motion carried 7-0.

Action Items:

1. Election of Officers:

- 1.1 **Chairperson:** Michelle Hebner, Acting Board Chair, called for nominations for the office of chair. Toni Korpi nominated Ted Saxton for Chairperson with second by Roxanne Skogstad-Ditsch. Call for nominations was called for three times. After no further nominations the nominations were closed. Ted Saxton was elected Chairperson. Votes in favor seven (7), votes against zero (0).
- 1.2 **Vice-Chairperson:** Ted Saxton, Board Chair, called for nominations for the office of vice-chairperson. Mike Holden nominated Michelle Hebner for Vice-Chairperson with second by Terry Murray. Call for nominations was called for three time. After no further nominations the nominations were closed. Michelle Hebner was elected Vice-Chairperson. Votes in favor seven (7), votes against zero (0).
- 1.3 **Clerk:** Ted Saxton, Board Chair, called for nominations for the office of clerk. Mike Holden nominated Terry Murray for Clerk with second by Toni Korpi. Call for nominations was called for three times. A-fter no further nominations the nominations were closed. Terry Murray was elected Clerk. Votes in favor seven (7), votes against zero (0).
- 1.4 **Treasurer:** Ted Saxton, Board Chair, called for nominations for the office of treasurer. Michelle Hebner nominated Mike Holden for Treasurer with second by Terry Murray. Call for nominations was called for three times then after no further nominations the nominations were closed. Mike Holden was elected Treasurer. Votes in favor seven (7), votes against zero (0).

2. Set Board Committee Representatives: Motion by Michelle Hebner then second by Roxanne Skogstad-Ditsch to set Board committee representatives as follows. Motion carried 7-0.

- 2.1 Administrative Salary Committee: Ted Saxton, Michelle Hebner, and Jennifer Windels

**SPECIAL MEETING MINUTES
ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 361
Monday, January 7, 2019 at 5:00 p.m.
Falls High School Cafeteria**

- 2.2 Local 510 Negotiations Committee: Roxanne Skogstad-Ditch, Terry Murray, and Toni Korpi.
 - 2.3 Local 331 Negotiations Committee: Mike Holden, Ted Saxton, and Michelle Hebner
 - 2.4 Local 4798 Negotiations Committee: Mike Holden, Toni Korpi, and Jennifer Windels
 - 2.5 Recreation Commission: Terry Murray and Mike Holden; Alternate: Ted Saxton
 - 2.6 MSBA Legislative Committee (1 Member): Jennifer Windels
 - 2.7 MSHSL Representative (1 Member): Mike Holden
 - 2.8 Continuing Education Committee: Roxanne Skogstad-Ditsch
 - 2.9 Community Education Advisory Board: Michelle Hebner and Toni Korpi
 - 2.10 Meet and Confer: Board as whole
 - 2.11 Grievance Committee: Ted Saxton and Michelle Hebner
 - 2.12 Finance Committee: Board as whole
 - 2.13 Facility Committee: Terry Murray, Mike Holden and Roxanne Skogstad-Ditsch
 - 2.14 Acting Board Clerk (in absence of Clerk): Jennifer Windels
3. Motion by Roxanne Skogstad-Ditsch then second by Toni Korpi to adopt the regular School Board meeting schedule for calendar year 2019 with an inclement weather meeting procedure. Motion carried 7-0.
 4. Motion by Terry Murray then second by Michelle Hebner to accept service fee schedule from Small Town Tech. Board Member Ted Saxton abstained from voting. Motion carried 6-0.
 - Ted Saxton, Board Member, owns and operates Small Town Tech. The District utilizes Small Town Tech for repair services and parts for technology equipment and contract services for technology, security systems and fire alarm systems.
 5. Motion by Mike Holden then second by Toni Korpi to set budget work session meetings for February 4th and February 11th at 5:00 p.m. in the FHS Library. Motion carried 7-0.

Consent Agenda:

Motion by Michelle Hebner then second by Toni Korpi to approve the Consent Agenda as presented. Motion carried 7-0.

1. Designate the following banks as official depositories for January 1, 2019 to December 31, 2019: Bremer Bank; MSDLAF; PMA
2. Designate Ratwik, Rosak and Maloney as the District's legal counsel for January 1, 2019 to December 31, 2019.
3. Designate "The Journal" as the official newspaper for publication of the District for January 1, 2019 to December 31, 2019.
4. Set School Board Member Chair compensation at current rate of \$285.94 per month for January 1, 2019 to December 31, 2019.
5. Set School Board Member compensation for Vice-Chairperson, Clerk, Treasurer and Director at current rate of \$260.00 per month for January 1, 2019 to December 31, 2019.
6. Designate Stacy Grover, Business Manager, with authority to perform wire transfers for the Districts financial operations.

**SPECIAL MEETING MINUTES
ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 361
Monday, January 7, 2019 at 5:00 p.m.
Falls High School Cafeteria**

7. Set School Board Member per Diem rate at current rate of \$125 per day for January 1, 2019 to December 31, 2019.

Adjournment

Motion by Terry Murray then second by Toni Korpi to adjourn meeting at 5:16 p.m. Motion carried 7-0.

Approved Minutes:

District Clerk

Date

Board Chair

Date