

SPECIAL MEETING MINUTES
ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 361
Monday, January 6, 2020 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 6, 2020, beginning at 5:00 PM in the FHS Cafeteria.

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

Pledge of Allegiance

Approval of Agenda:

Motion by Michelle Hebner then second by Jennifer Windels to approve the agenda as presented. Motion carried 6-0.

Action Items:

1. Election of Officers:
 - 1.1 Chairperson: Ted Saxton, Board Chair, called for nominations for the office of chair. Toni Korpi nominated Ted Saxton for Chairperson with second by Jennifer Windels. Call for nominations was called for three times. After no further nominations the nominations were closed. Ted Saxton was elected Chairperson.
 - 1.2 Vice-Chairperson: Ted Saxton, Board Chair, called for nominations for the office of vice-chairperson. Jennifer Windels nominated Michelle Hebner for Vice-Chairperson with second by Toni Korpi. Call for nominations was called for three time. After no further nominations the nominations were closed. Michelle Hebner was elected Vice-Chairperson.
 - 1.3 Clerk: Ted Saxton, Board Chair, called for nominations for the office of clerk. Michelle Hebner nominated Jennifer Windels for Clerk with second by Toni Korpi. Call for nominations was called for three times. After no further nominations the nominations were closed. Jennifer Windels was elected Clerk.
 - 1.4 Treasurer: Ted Saxton, Board Chair, called for nominations for the office of treasurer. Roxanne Skogstad-Ditsch nominated Terry Murray for Treasurer with second by Jennifer Windels. Call for nominations was called for three times then after no further nominations the nominations were closed. Terry Murray was elected Treasurer.
2. Set Board Committee Representatives: Motion by Roxanne Skogstad-Ditsch then second by Toni Korpi to set Board committee representatives as follows. Motion carried 6-0.
 - 2.1 Administrative Salary Committee: Ted Saxton, Michelle Hebner, and Jennifer Windels
 - 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: Toni Korpi

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- 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): Roxanne Skogstad-Ditsch
3. Motion by Michelle Hebner then second by Terry Murray to adopt the regular School Board meeting schedule for calendar year 2020 with an inclement weather meeting procedure. Motion carried 6-0.
4. Motion by Terry Murray then second by Roxanne Skogstad-Ditsch to accept service fee schedule from Small Town Tech. Board Member Ted Saxton abstained from voting. Motion carried 5-0.
- 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 Roxanne Skogstad-Ditsch then second by Jennifer Windels to set budget work session meetings for January 21st (following board meeting), February 18, at 4:00 p.m., and February 24th at 4:00 p.m. in the FHS Library. Motion carried 6-0.

Consent Agenda:

Motion by Michelle Hebner then second by Roxanne Skogstad-Ditsch to approve the Consent Agenda as presented. Motion carried 6-0.

- 1. Designate the following banks as official depositories for January 1, 2020 to December 31, 2020: Bremer Bank; MSDLAF; PMA
- 2. Designate Ratwik, Rosak and Maloney as the District's legal counsel for January 1, 2020 to December 31, 2020.
- 3. Designate "The Journal" as the official newspaper for publication of the District for January 1, 2020 to December 31, 2020.
- 4. Set School Board Member Chair compensation at current rate of \$285.94 per month for January 1, 2020 to December 31, 2020.
- 5. Set School Board Member compensation for Vice-Chairperson, Clerk, Treasurer and Director at current rate of \$260.00 per month for January 1, 2020 to December 31, 2020.
- 6. Designate Stacy Grover, Business Manager, with authority to perform wire transfers for the Districts financial operations.
- 7. Set School Board Member per Diem rate at current rate of \$125 per day for January 1, 2020 to December 31, 2020.

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Adjournment

Motion by Roxanne Skogstad-Ditsch then second by Toni Korpi to adjourn meeting at 5:16 p.m.
Motion carried 6-0.

Approved Minutes:

District Clerk

Date

Board Chair

Date