

District Office

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**REORGANIZATIONAL MEETING**

**SCHOOL BOARD OF EDUCATION**

**LESTER PRAIRIE DISTRICT #424**

**DATE:** Monday, January 3, 2022

**LOCATION:** School Media Center

**TIME:** 5:45 PM

**REGULAR SCHOOL BOARD MEETING TO FOLLOW**

**REORGANIZATIONAL MEETING**

Lester Prairie Schools

1. **Call to Order and Review of Agenda**
	1. Welcome to public and guests by Chairman Hentges
	2. Take roll call
		* Board: Meganne Stifter-Knoll, Rebecca Heimerl, Brian Heimerl, Steve Ziermann, Mary Otto, and Corbey Hentges
		* Guests:
	3. Pledge of Allegiance – led by Board Member Ziermann
	4. Acceptance and Oath of Office by new Lester Prairie Board Members. Notary Public to witness. **No New Members.**
	5. Review agenda for Reorganizational Meeting

*Motion by \_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_ to approve agenda.*

*Voting was \_\_\_\_ for and \_\_\_\_ against*

1. **Election of Officers**
	1. Chairperson

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as Board Chairperson.

Voting was \_\_\_\_\_ for and \_\_\_\_\_ against.

\*\*\*Elected Board Chairperson to take over meeting\*\*\*

* 1. Vice-Chairperson

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as Board Vice-Chairperson.

Voting was \_\_\_\_\_ for and \_\_\_\_\_ against

* 1. Clerk

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as Clerk.

Voting was \_\_\_\_\_ for and \_\_\_\_\_ against

* 1. Treasurer

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as Treasurer.

Voting was \_\_\_\_\_ for and \_\_\_\_\_ against

1. **Set School Board Items**
	1. SCHOOL BOARD MEETINGS

Held on \_\_\_\_\_\_\_\_\_\_\_\_\_ of every month at \_\_\_\_\_\_\_\_pm to be held in the Media Center at Lester Prairie School (unless noted).

3rd Mondays for 2022 include:

*February 21 (Pres. Day) March 21*

*April 18 (Easter Mon) May 16*

*June 20 July 18*

*August 15 September 19*

*October 17 November 21*

*December 19*

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve meeting schedule for 2022.

Voting was \_\_\_\_\_ for and \_\_\_\_\_ against.

* 1. SCHOOL BOARD SALARIES FOR 2022

2021 pay: 0-3 hours at $40

 4-6 hours at $90

 >6 hours at $140

Chairperson $15 extra per meeting chaired

Clerk $30 extra per meeting

Treasurer $15 extra per meeting

Negotiation Chairs $10 extra per meeting

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve School Board salaries for 2022.

 Voting was \_\_\_\_\_ for and \_\_\_\_\_ against.

* 1. SUBMITTED ITEMS FOR 2022
		+ **Designate Depositories:** The First Community Bank of Lester Prairie and the Minnesota School District Liquid Asset Fund as official depositories for district funds and to approve a resolution to give check signing authority to Treasurer \_\_\_\_\_\_\_\_\_\_, Chairperson \_\_\_\_\_\_\_\_\_\_\_\_\_, and Clerk \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
		+ **Designate Official Legal Publication:** To use the Herald Journal as the official publication for District #424 for the 2022 calendar year.
		+ **Legal Services Provider:** Rupp, Anderson, Squires, & Waldspurger, P.A. as legal counsel.
		+ **Mileage Rate:** Reimbursement at a rate of $.10 per mile less than the set federal rate for the year (federal rate is $.59/mile) so LP would be $.49/mile.
		+ **Annual Delegation:** Authority designating Payroll Specialist Kelly Elling, Business Manager Alice Daak, and Superintendent Melissa Radeke for Electronic Funds Transfers (EFT’s) on behalf of Lester Prairie Schools.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve submitted items for 2022.

Voting was \_\_\_\_\_ for and \_\_\_\_\_ against.

* 1. SCHOOL BOARD COMMITTEES (2021 members listed)

Community Ed: Hentges, R.Heimerl

PTO: Stifter-Knoll, R. Heimerl

Facilities/Maintenance: Ziermann, Hentges, B.Heimerl

Tech/Media: Ziermann, Stifter-Knoll

Activities: Hentges, Ziermann, B.Heimerl

Negotiations:

* Certified – Ziermann, Otto, Hentges
* Non-Certified – Otto, R.Heimerl, B.Heimerl
* Administrative – Ziermann, R.Heimerl, Stifter-Knoll

Meet & Confer: Otto, Stifter-Knoll

Policy: Otto, Stifter-Knoll, Hentges

Legislative: Ziermann

City Council: B.Heimerl, R.Heimerl

Other?

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve board committees for 2022.

 Voting was \_\_\_\_\_ for and \_\_\_\_\_ against.

1. **Adjourn the Reorganizational Meeting at \_\_\_\_\_\_\_\_\_**

**REGULAR BOARD MEETING**

1. **Call to Order**
2. Board Chair \_\_\_\_\_\_\_\_\_ to open Regular Board Meeting of Lester Prairie School District #424 at: \_\_\_\_\_\_\_\_\_\_pm.
3. Welcome to public and guests
4. **Approval of Agenda**

*Motion by \_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_ to approve agenda.*

 *Voting was \_\_\_\_ for and \_\_\_\_ against*

1. **Recognition of Communications Since the Last Meeting**
	1. Communications received by Board Members
		* Good News Section:
			1. \_\_\_\_
	2. Open Dialogue. (Each person in the audience will be given three (3) minutes - total time – 15 minutes.)
2. **Approval of Consent Agenda**
	1. **Approve Previous Minutes**
		* Regular Board Meeting: December 20, 2021
	2. **Approve Bills -** Bills reviewed by M.Otto & R.Heimerl
		* Board Bills: $47,875.62
		* Building Project Bills: $2,700.00
		* Student Activity Bills: $733.00

*Motion by \_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_ to approve consent agenda, board minutes, & payment of bills presented.*

 *Voting was \_\_\_\_ for and \_\_\_\_ against*

1. **Administrative Reports**
	1. **Principal - Mike Lee**
	2. **Activities Director – Jenna Wolff**
	3. **Superintendent – Melissa Radeke**
2. **School Board Committee Reports**
	1. Community Ed
	2. PTO
	3. Facilities/Maintenance
	4. Facility Planning
	5. Tech/Media
	6. Activities
	7. Negotiations:
		* Certified
		* Non-Certified
		* Administration
	8. Meet and Confer
	9. Policy
	10. Legislative
	11. City Council
3. **New Business**
	1. Resolution directing the administration to make recommendations for reductions in programs and positions as reasons therefore.

*Motion by \_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_ to approve administration to make recommendations for reductions in programs and positions for 2022-23.*

*Roll Call Vote:*

*CH\_\_\_\_\_ SZ\_\_\_\_\_ MS-K\_\_\_\_\_*

*BH\_\_\_\_\_ RH\_\_\_\_\_ MO\_\_\_\_\_*

*Voting was \_\_\_\_\_ for and \_\_\_\_\_ against.*

1. **Policy Administration**
	1. Action to approve Policy 809 Vaccination, Testing, and Face Covering [COVID-19 Vaccination Emergency Temporary Standard (ETS)]

*Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve policy as presented.*

*Voting was \_\_\_\_\_ for and \_\_\_\_\_ against.*

1. **Old Business**
	1. None
2. **Personnel**
	1. Action to approve the following lane change request:
		* Anna Willems – MA step 3

*Motion by \_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_ to approve lane change request as presented.*

 *Voting was \_\_\_\_ for and \_\_\_\_ against*

* 1. Action to approve the following contracts:
		+ Anna Willems – JH Softball Coach
		+ Mike Bjork – JV Softball Coach
		+ Blaine Walstrom – JH Baseball Coach

*Motion by \_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_ to approve contracts as presented.*

 *Voting was \_\_\_\_ for and \_\_\_\_ against*

1. **School Finance**
	1. none
2. **Other Items for the Board**
3. **Adjourn the meeting at \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**UPCOMING DATES and NOTES:**

1. MSBA Leadership Conference – Jan. 12-14
2. Jan. 17 – Staff Development Day for Teachers – no school
3. Jan. 21 – End of 1st Semester
4. February 3 & 7 – Parent Teacher Conferences (3:30-7:30pm)