School Board Meeting Minutes
INDEPENDENT SCHOOL DISTRICT #912
MILACA, MINNESOTA 56353
Monday, January 2, 2024 6:30 pm
ALC

The reorganizational meeting of the Board of Education of Independent School District No. 912, Milaca, Minnesota was held in the ALC on Monday, January 2, 2024 for the purpose of reorganization of the school board.

The meeting was called to order at 6:30 p.m. by Chairperson Aimee Struffert.

Upon roll call the following members were present: Jennifer Corrow, Jere Day, Caity Eggen, Samantha Lange, Sara Larsen, Nathan Neuhart, Aimee Struffert. Superintendent David Wedin was also present.

Motion by J. Day, second by N. Neuhart, to approve the agenda. Motion carried.

Reorganization of the School Board

Election of School Board Officers:

Nomination by J. Corrow for Aimee Struffert as chairperson. After three calls for nominations, nominations were closed for the office of chairperson. By acclamation, Aimee Struffert was appointed as chairperson. Carried, 7:0.

Nomination by C. Eggen for Sara Larsen as vice-chairperson. After three calls for nominations, nominations were closed for the office of vice-chairperson. By acclamation, Sara Larsen was appointed as vice-chairperson. Carried, 7:0.

Nomination by S. Lange for Jennifer Corrow as clerk. After three calls for nominations, nominations were closed for the office of clerk. By acclamation, Jennifer Corrow was appointed as clerk. Carried, 7:0.

Nomination by N. Neuhart for Jere Day as treasurer. After three calls for nominations, nominations were closed for the office of treasurer. By acclamation, Jere Day was appointed as treasurer. Carried, 7:0.

Motion by J. Corrow, second by N. Neuhart, to continue board compensation at the 2023 rate: $60 for meetings under 4 hours, $90 for meetings in excess of 4 hours with no annual pay for officers. Those voted in favor: J. Corrow, J. Day, C. Eggen, S. Lange, S. Larsen, N. Neuhart, A. Struffert. Those voted against: None. Motion carried, 7:0.

Motion by J. Day, second by N. Neuhart, to designate the Union-Times as the newspaper for all official school business. Those voted in favor: J. Corrow, J. Day, C. Eggen, S. Lange, S. Larsen, N. Neuhart, A. Struffert. Those voted against: None. Motion carried, 7:0.

Motion by N. Neuhart, second by S. Lange, to appoint the firm of Kennedy-Graven as legal counsel and authorize the superintendent and chairperson as the point of contact for the district. Those voted in favor: J. Corrow, J. Day, C. Eggen, S. Lange, S. Larsen, N. Neuhart, A. Struffert. Those voted against: None. Motion carried, 7:0.

Motion by C. Eggen, second by S. Larsen, to adopt the resolution authorizing the superintendent/business manager to sign purchase agreements for 2024.

RESOLUTION AUTHORIZING SUPERINTENDENT/BUSINESS MANAGER
TO SIGN PURCHASE AGREEMENTS FOR 2024

MN §123B.52, Subd. 2 permits the board to pass a resolution authorizing the Superintendent and the Business Manager to sign purchase orders and certain contracts. Otherwise, all orders would have to be signed by the Board Officers. It is recommended by administration that the following resolution be passed:

"The Board of Education for Independent School District #912 hereby authorizes the Superintendent of Schools and the Business Manager to sign contracts and purchase orders for goods and services contained within the board approved budget. Nevertheless, specific board authorization and compliance with bid requirements are required for transactions in amounts greater than the minimum amount for which bids are required."

Those voted in favor: J. Corrow, J. Day, C. Eggen, S. Lange, S. Larsen, N. Neuhart, A. Struffert. Those voted against: none. Whereupon, said Resolution was declared duly passed and adopted.

Motion by N. Neuhart, second by S. Lange, to designate First National Bank of Milaca as the local depository for school funds and Minnesota School District Liquid Asset, MN Trust/PMA, and Wells Fargo as secondary depository. Those voted in favor: J. Corrow, J. Day, C. Eggen, S. Lange, S. Larsen, N. Neuhart, A. Struffert. Those voted against: None. Motion carried, 7:0.

Motion by J. Day, second by J. Corrow, to approve the listed individuals be given the authority to transfer funds for 2024:

1. Authority to transfer MSDLAF Plus Funds and MN Trust/PMA funds:
   Business Manager
   Finance Specialist
   Superintendent

2. Authority to transfer funds between local banks:
   Business Manager
   Finance Specialist
   Superintendent
   School Board Chair
   School Board Treasurer
   School Board Clerk

Those voted in favor: J. Corrow, J. Day, C. Eggen, S. Lange, S. Larsen, N. Neuhart, A. Struffert. Those voted against: None. Motion carried, 7:0.

Motion by C. Eggen, second by S. Larsen, to adopt the agenda and consent agenda format. Those voted in favor: J. Corrow, J. Day, C. Eggen, S. Lange, S. Larsen, N. Neuhart, A. Struffert. Those voted against: None. Motion carried, 7:0.

The chairperson will assign committee members. Committee assignments will be presented at a future meeting.

Motion by J. Day, second by S. Lange, to set the committee of the whole meeting dates for the first Monday of the month at 6:00 PM and to set regular board meeting dates for the third Monday of the month at 6:00 p.m. Those voted in favor: J. Corrow, J. Day, C. Eggen, S. Lange, S. Larsen, N. Neuhart, A. Struffert. Those voted against: None. Motion carried, 7:0.

Motion by S. Lange, second by C. Eggen, to approve postponing board meetings scheduled on days school is canceled, released early, or when evening activities are canceled, or has a late start, to the next day at the same place and same time. Those voted in favor: J. Corrow, J. Day, C. Eggen, S. Lange, S. Larsen, N. Neuhart, A. Struffert. Those voted against: None. Motion carried, 7:0.

Motion by S. Lange, second by N. Neuhart, to approve the resolution authorizing use of facsimile signatures for 2024.

RESOLUTION AUTHORIZING USE OF FACSIMILE SIGNATURES FOR 2024

BE IT RESOLVED BY INDEPENDENT SCHOOL DISTRICT #912 as follows:

1. Pursuant to MS §47.41, the School Board of Independent School District #912 and the Chairperson, Clerk, and Treasurer thereof, who are authorized to sign checks, drafts, vouchers, or any others from public funds, hereby authorize the school district depository banks to honor any such instrument bearing facsimile signature of and to charge the same on the account on which drawn as fully as though the same bore the manually written signature of such officers.

2. Pursuant to MN §47.42, the School Board of Independent School District #912 approves the use of facsimile signatures and shall insure the depositors against the loss of any public funds withdrawn upon unauthorized use of such facsimile signature and the officers or other personnel shall not be personally liable for loss, if any, resulting from the use of any facsimile signature unless the loss occurs by reason of his/her own wrongful act.

3. The Clerk is hereby authorized and directed to furnish the school district depository with a copy of this resolution and the school district officers and said depositories are hereby authorized and directed to make the necessary arrangements for the use of facsimile signatures hereafter.

Those voted in favor: J. Corrow, J. Day, C. Eggen, S. Lange, S. Larsen, N. Neuhart, A. Struffert. Those voted against: None. Whereupon, said Resolution was declared duly passed and adopted.

Motion by J. Day, second by S. Lange, to adopt the resolution authorizing the administration to develop specifications to solicit bids for 2024.

RESOLUTION AUTHORIZING ADMINISTRATION TO DEVELOP SPECIFICATIONS TO SOLICIT BIDS FOR 2024

MN §123B.52 states that prior to accepting bids on items in excess of statute limits the board shall advertise in designated newspaper. The following is a resolution which would authorize administration to develop specifications and solicit bids for board review of those items approved by the board in the budget.

"The Board of Education for Independent School District #912 hereby authorizes the administration to develop specifications and solicit bids on items which need, by statute limit, to be bid. This authorization is limited to items having been approved in the budget process. The board retains authority to review all bids and accept or reject any or all bids based on that review."

Those voted in favor: J. Corrow, J. Day, C. Eggen, S. Lange, S. Larsen, N. Neuhart, A. Struffert. Those voted against: None. Whereupon, said Resolution was declared duly passed and adopted.

Motion by S. Lange, second by C. Eggen, to approve mileage be reimbursed based on the 2024 IRS standard business rate. Those voted in favor: J. Corrow, J. Day, C. Eggen, S. Lange, S. Larsen, N. Neuhart, A. Struffert. Those voted against: None. Motion carried, 7:0.

Motion by J. Corrow, second by S. Lange, to adjourn the meeting. Motion carried, 7:0.

The meeting adjourned at 7:19 p.m.

Respectfully submitted,

Aimee Struffert

Chairperson

January 16, 2024

Date

Clerk

January 16, 2024

Date