

St. Anthony-New Brighton School District 282  
Organizational Meeting  
Tuesday, January 3, 2017– 7:00 p.m.  
St. Anthony Village City Council Chambers  
3301 Silver Lake Road – St. Anthony, MN 55418

MINUTES

**1. Call to Order – 7:00 p.m.**

Presenter: Leah Slye, Board Chair

**2. Approval of Agenda**

Recommended Motion: "...to approve the agenda for the January 3, 2017, Organizational Meeting of the School Board, as presented."

Made by: Andrea Scamehorn Seconded by: Cassandra Palmer

Approval: Motion carries 6 – 0.

**3. Election of Officers**

*The Chair called for nominations from the floor for the office of Chair. No second is required. After a call for further nominations, none were stated, the Chair declared the nominations closed. A vote was called in the following manner: "Those in favor of Barry Kinsey signify by saying 'aye'. Those opposed? The ayes have it, Barry Kinsey is elected Chair.*

At that time, the gavel was passed to the newly elected Chair. The same procedure was then followed for the offices of Vice Chair, Clerk and Treasurer.

Presenter: Board Chair Barry Kinsey

**A. Chair: Barry Kinsey**

Made by: Laura Oksnevad Approval: Motion carries 5 – 0.

**B. Vice Chair: Leah Slye**

Made by: Andrea Scamehorn Approval: Motion carries 5 – 0.

**C. Clerk: Andrea Scamehorn**

Made by: Cassandra Palmer Approval: Motion carries 5 – 0.

**D. Treasurer: Cassandra Palmer**

Made by: Leah Slye Approval: Motion carries 5 – 0.

**4. Re-Affirmation of School Board Ethics:**

Recommended Motion: "...to reaffirm our role as school board members in the St. Anthony-New Brighton School District as it pertains to the ISD #282 Code of Ethics Policy #209."

Made by: Leah Slye Seconded by: Mike Volna Approval: Motion carries 5 – 0.

**5. Organizational Business:**

**A. Regular Meetings**

Recommended Motion: "...to set regular business meetings on the first Tuesday of each month when school is in session. As much as possible and practical, these meetings will be held in the St. Anthony Village City Council Chambers. Additional regular business

meetings may be set as needed or as warranted by items requiring board action that surface throughout the fiscal year. These additional regular meetings will be formally set at a regular meeting and held in the HS/MS Media Center or other location as announced. All regular meetings will begin at 7:00 p.m. and are time-certain until 10:30 p.m. (*no new action item may be discussed after 10 p.m. unless the time-certain meeting ruling is suspended*). All routine items will be included in the *Consent Agenda*. There may be a 10-minute *Communications Break* following recognitions. All items requiring action by the School Board shall, when at all possible, be placed at the beginning of the agenda.”

Made by: Andrea Scamehorn Seconded by: Cassandra Palmer

Approval: Motion carries 5 – 0.

#### **B. Work Sessions**

Recommended Motion: “...to hold work sessions on the third Tuesday of each month when school is in session and at other times as needed. Work sessions will be held in the HS/MS Media Center unless otherwise announced and will begin at 7:00 p.m./ or at a time of day as arranged that best suits the topics planned for discussion.”

Made by: Laura Oksnevad Seconded by: Leah Slye

Approval: Motion carries 5 – 0.

#### **C. Payment of Bills**

Recommended Motion: “...that *Payment of Bills* will be approved by the board as part of the *Consent Agenda* at regular School Board Meetings. At times when this practice is not timely or practical, *Payment of Bills* and other routine business actions may be authorized by the Superintendent of Schools or Director of Business Services.”

Made by: Mike Volna Seconded by: Cassandra Palmer

Approval: Motion carries 5 – 0.

#### **D. Meeting Minutes**

Recommended Motion “...that the School Board Secretary shall keep an accurate record of all minutes on file in the District Office. Minutes must be posted on the District website.”

Made by: Leah Slye Seconded by: Andrea Scamehorn Approval: Motion carries 5 – 0.

#### **E. Official Newspaper**

Recommended Motion: “...to designate the *Northeast* as the official newspaper of the School District.”

Made by: Laura Oksnevad Seconded by: Mike Volna

Approval: Motion carries 5 – 0.

#### **F. Bank Depositories**

Recommended Motion: “...to designate M.S.D.L.A.F., Bremer Bank, U.S. Bank Minneapolis, N.A., MN Trust, Wells Fargo, N.A., PMA Financial Network, and Associated Bank, as bank depositories for the School District.”

Made by: Cassandra Palmer Seconded by: Laura Oksnevad

Approval: Motion carries 5 – 0.

#### **G. Electronic Transfers**

Recommended Motion: “...to authorize the Superintendent and/or Director of Business Services to make electronic transfers.”

Made by: Andrea Scamehorn Seconded by: Leah Slye Approval: Motion carries 5 – 0.

**H. Authorization to Invest Funds**

Recommended Motion: "...to authorize the Superintendent and/or Director of Business Services to invest funds."

Made by: Laura Oksnevad Seconded by: Cassandra Palmer

Approval: Motion carries 5-0.

**I. Committee Appointments**

The committee appointments were approved at the August 30<sup>th</sup>, 2016 meeting.

**J. Mileage Reimbursement**

Recommended Motion: "...to authorize mileage reimbursement rate paid to employees for authorized use of private automobiles at the current Internal Revenue Service rate."

Made by: Leah Slye Seconded by: Mike Volna Approval: Motion carries 5-0.

**K. Member Compensation**

Recommended Motion: "...to authorize \$4,000 annually for each School Board member, plus an additional \$800 per year for the Chair. All members of the board may receive per diem payments over the salaries established by the Board of Education for attending meetings of AMSD, WMEP, union negotiations, and such other meetings as may be approved by the board, and which take the member away from his/her regular obligations of regular workday or which are held on Saturday or Sunday. Said compensation for the per diem payment is \$30 per day for up to four hours and \$50 per day in excess of four hours."

Made by: Mike Volna Seconded by: Cassandra Palmer Approval: Motion carries 5-0.

**L. Listening Sessions**

Recommended Motion: "...to approve regular Listening Sessions for Members of the School Board to meet with the public 30 minutes prior to meetings held on the first Tuesday of the month for a period of time not to exceed 20 minutes in length."

Made by: Andrea Scamehorn Seconded by: Laura Oksnevad

Approval: Motion carries 5-0.

**6. Authorization to Use Current Check Signer Plate**

Recommended Motion: "...to authorize the business office to continue the use of the current check signer plate for salary and accounts payable checks until plates with the new signatures are received."

Made by: Laura Oksnevad Seconded by: Leah Slye Approval: Motion carries 5-0.

**7. Resolution Authorizing the Superintendent or School Board Chair to Hire Legal Counsel**

Recommended Motion: "...to designate Knutson, Flynn and Deans, P.A. as the official legal counsel of the School District."

Made by: Mike Volna Seconded by: Cassandra Palmer Approval: Motion carries 5-0.

The Organizational Meeting of January 3, 2017 was adjourned at 7:18 p.m.

Respectfully submitted,

ATTEST:

Kim Lannier



Andrea Scamehorn, Clerk