

ADMINISTRATIVE REPORT

DATE: January 14, 2022
TOPIC: 6.7 - January 6, 2022 Special Board Meeting Minutes
PRESENTER: Dayna Pottratz, Executive Assistant to the
Superintendent & School Board
REFERENCE TO POLICY/STATUTE: Policy 204, School Board Meeting Minutes

A. PURPOSE OF REPORT

- a. Approval of the following School Board Meeting minutes

January 6, 2020 Business Meeting

- 1.0 **Call to Order: Roll Call:** Pursuant to due call and notice thereof, a meeting of the School Board of Independent School District 833, South Washington County, was held on Thursday, January 6, 2022. The meeting was called to order by Vice Chair Katie Schwartz, at 6:00pm at the District Service Center, 7362 East Point Douglas Road South, Cottage Grove, MN 55016. School Board Members present: Melinda Dols, Pat Driscoll (until 6:19pm), Louise Hinz, Simi Patnaik, Katie Schwartz, Eric Tessmer and Sharon Van Leer. Superintendent Julie Nielsen was present.
- 2.0 **Pledge of Allegiance**
- 3.0 **Approval of Agenda:** It was moved by Sharon Van Leer, seconded by Melinda Dols to approve the agenda. All in favor, none opposed, motion carried.



- 4.0 **Oath of Office:** presented by Superintendent Julie Nielsen. Pat Driscoll, Katie Schwartz, Eric Tessmer and Sharon Van Leer were sworn in as School Board Members of South Washington County Schools for the next four years.

- 5.0 **Election of Officers:** Pat Driscoll nominated Sharon Van Leer as School Board Chair. She was elected as School Board Chair by acclamation. Simi Patnaik nominated Katie Schwartz as Vice Chair. She was elected as School Board Vice Chair by acclamation. Simi Patnaik nominated Melinda Dols for School Board Clerk. She was elected as School Board Clerk by acclamation. Louise Hinz nominated Simi Patnaik as School Board Treasurer. She was elected as School Board Treasurer by acclamation.

- 6.0 **Organizational Items for 2022:** It was moved by Louise Hinz, seconded by Katie Schwartz to approve the organizational items for 2022. All in favor, none opposed, motion carries.
 - 6.1 Readopt School Board Policies and Regulations
 - 6.2 Designate District Service Center as Meeting Site for the School Board
 - 6.3 Appoint Director of Finance as Assistant Treasurer
 - 6.4 Resolution to Designate Bank Depositories
 - 6.5 Resolution for Investment Authorization
 - 6.6 Authorize Director of Finance and Account Specialist to initiate Electronic Fund Transfers
 - 6.7 Authorize Signatures for Petty Cash Checks
 - 6.8 Authorize Early Claim Payments
 - 6.9 Authorize use of Chair, Clerk and Treasurer Facsimile Signatures
 - 6.10 Designate Pioneer Press as Official Newspaper
 - 6.11 Authorize the Superintendent or Director of Finance to execute contracts and Purchase Orders
 - 6.12 Approval of Board’s legal counsel and individuals authorized to contact
 - 6.13 Approval of Board Compensation
 - 6.14 Authorize Board Designees to enter into contracts for student activities

- 7.0 **Action Items:**
 - 7.1 Approval of Board School and Committee Assignments, presented by Sharon Van Leer, School Board Member. It was moved by Katie Schwartz, seconded by Melinda Dols, to approve the committees and school assignments with the addition of Louise Hinz assigned to SoWashCo Online and Sharon Van Leer assigned to the Education Foundation. Melinda Dols, Louise Hinz, Simi Patnaik,



Katie Schwartz, Eric Tessmer and Sharon Van Leer voted in favor; Pat Driscoll voted against. Motion carried. Katie Schwartz would like to revisit school assignments following a school board training with the district attorney.

7.2 Approval of Resolution Supporting Congressional IDEA Full Funding Act, presented by Dan Pyan, Director of Finance and Operations. It was moved by Katie Schwartz, seconded by Louise Hinz to approve the resolution. A roll call vote was taken. Melinda Dols, Louise Hinz, Simi Patnaik, Katie Schwartz, Eric Tessmer and Sharon Van Leer voted in favor. Pat Driscoll was absent. All in favor, none opposed, motion carried.

7.3 Approval of Tentative Agreement with Bus Drivers and Assistants presented by Kevin Witherspoon, Director of Human Resources. It was moved by Eric Tessmer, seconded by Simi Patnaik to approve the agreement. All in favor, none opposed, motion carried.

7.4 Approval of Policy 810 Vaccinations, Testing and Face Coverings, presented by Julie Nielsen, Superintendent. It was moved by Louise Hinz, seconded by Katie Schwartz to approve the policy. Melinda Dols, Louise Hinz, Simi Patnaik, Katie Schwartz and Sharon Van Leer voted in favor, Eric Tessmer opposed, motion carried. Public comment on Policy 810: None.

8.0 **Future Meeting Dates:**

January 6, 2022 - School Board Workshop Meeting (DSC/6:30 p.m.)

January 20, 2022 - School Board Business Meeting (DSC/6:30 p.m.)

9.0 **Adjournment:** The meeting adjourned at 6:28pm.

