

ADMINISTRATIVE REPORT

DATE: January 19, 2023
TOPIC: 6.7 – January 5, 2023 Board Business 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 5, 2023 Business Meeting

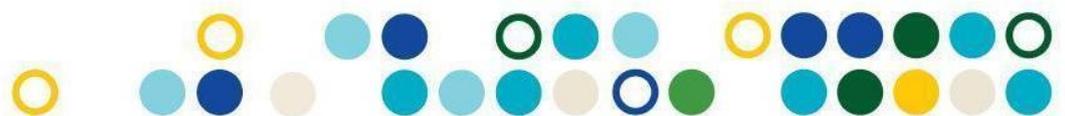
.0 **Call to Order; Roll Call:** Pursuant to due call and notice thereof, a meeting of the School Board of Independent School District 833, South Washington County, was held on Thursday, January 5, 2023. The meeting was called to order by Chair Sharon Van Leer, at 6:00pm at the District Service Center, 7362 East Point Douglas Road South, Cottage Grove, MN 55016. School Board Members present: Melinda Dols, Louise Hinz, Simi Patnaik, Katie Schwartz, Eric Tessmer and Sharon Van Leer. Pat Driscoll was absent. Superintendent Julie Nielsen was present.

2.0 **Pledge of Allegiance**

3.0 **Approval of Agenda:** It was moved by Eric Tessmer, seconded by Simi Patnaik to approve the agenda All in favor, none opposed, motion carried.

4.0 **Election of Officers:** It was motioned by Louise Hinz to present a slate of officers. Louise Hinz presented the following:

- Chair: Sharon Van Leer
- Vice Chair: Simi Patnaik
- Treasurer: Melinda Dols



- Clerk: Katie Schwartz

It was seconded by Katie Schwartz to approve the slate of officers. All in favor, none opposed, motion carried.

5.0 **Organizational Items for 2023:** It was moved by Louise Hinz, seconded by Simi Patnaik to approve the following organizational items. All in favor, none opposed, motion carried.

- 5.1 Readopt School Board Policies and Regulations
- 5.2 Designate District Service Center as Meeting Site for the School Board
- 5.3 Appoint Director of Finance as Assistant Treasurer
- 5.4 Resolution to Designate Bank Depositories
- 5.5 Resolution for Investment Authorization
- 5.6 Authorize Director of Finance and Account Specialist to initiate Electronic Fund Transfers
- 5.7 Authorize Signatures for Petty Cash Checks
- 5.8 Authorize Early Claim Payments
- 5.9 Authorize use of Chair, Clerk and Treasurer Facsimile Signatures
- 5.10 Designate Pioneer Press as Official Newspaper
- 5.11 Authorize the Superintendent or Director of Finance to execute contracts and Purchase Orders
- 5.12 Approval of Board’s legal counsel and individuals authorized to contact
- 5.13 Approval of Board Compensation
- 5.14 Authorize Board Designees to enter into contracts for student activities

6.0 **Future Meeting Dates:**

- January 5, 2023 – School Board Workshop Meeting (DSC/6:05 p.m.)
- January 19, 2023 – School Board Business Meeting (DSC/6:00 p.m.)
- February 2, 2023 – School Board Workshop Meeting (DSC/6:00 p.m.)

7.0 **Adjournment:** The meeting adjourned at 6:04pm.

