

Approved Minutes  
REORGANIZATION/REGULAR SCHOOL BOARD MEETING  
Albany Area Schools – ISD #745  
District Office Board Room  
January 4, 2023

1. Call to Order

The meeting was called to order by Vice-Chair Hansen at 6:00 p.m.

2. Seat New Board Members

Dean Dirkes and Steve Rueter were welcomed as new board members and Amy Sand as a returning board member.

3. Roll Call

Present: Hansen, Kreuzer, Carbajal, Sand, Sands, Dirkes, Rueter

Late: None                      Absent: None

4. Agenda- Additions or Deletions

5. Organization of 2023 Board of Education

5.1 Election of Officers

5.1.1 Chairperson

Carbajal nominated Kreuzer as Chair for 2023.

No further nominations were made, nominations closed and cast as unanimous ballot for Kreuzer.

5.1.2 Vice-Chairperson

Carbajal nominated Hansen as Vice-Chair for 2023.

No further nominations were made, nominations closed and cast as unanimous ballot for Hansen.

5.1.3 Clerk

Carbajal nominated Sands as Clerk for 2023.

Sands nominated Sand as Clerk for 2023

Vote - 6 for Sand                      Vote – 1 for Sands

Sand voted Clerk for 2023.

5.1.4 Treasurer

Carbajal nominated Sands as Treasurer for 2023.

No further nominations were made, nominations closed and cast as unanimous ballot for Sands.

5.2 Establish Remuneration of Board Members

Motion by Hansen, seconded by Carbajal, to set annual board compensation as indicated below:

Payment for all meetings (Regular, Special, Committee) \$50.00 per meeting

Chair	\$350.00
Clerk	300.00
Treasurer	200.00
Workshops/Conferences/half-day or less	50.00
Full day	100.00

Vote For: All                      Vote Against: None

5.3 Establish Board Meeting Dates

Motion by Carbajal, seconded by Sands, to hold Board meetings for 2023 on the second Wednesday of the month and the fourth Wednesday of the month for work sessions or special meetings when necessary unless changed by the School Board for good and sufficient reason. The time of each regular meeting shall be 6:00 p.m. and the time for each work session shall be 6:00 p.m.

Vote For: All                      Vote Against: None

5.4 Authorize Bank Depositories

Motion by Carbajal, seconded by Sands, authorize the following bank depositories:

- Stearns Bank
- Magnifi Financial – Albany Branch
- American Heritage Bank
- Minnesota School District Liquid Asset Fund Plus (MSDLAF+)
- PMA Financial Network “MN Trust”

Abstain: Kreuzer

Vote For: Hansen, Carbajal, Sand, Sands, Dirkes, Rueter    Vote Against: None

5.5 Authorize Official Signatures

Motion by Carbajal, seconded by Sands, to keep temporary signatures as is until new signatures are ready. New signatures will include Kreuzer-Chair, Sand-Clerk, Sands-Treasurer, Okerlund-Superintendent, Clemen-Business Manager.

Vote For: All                      Vote Against: None

5.6 Select Official Newspaper

Motion by Carbajal, seconded by Sand, to have The Star Post as the Official Newspaper.

Vote For: All                      Vote Against: None

5.7 Select School District Attorney and Identify Who May Contact Attorney on Behalf of the District

Motion by Carbajal, seconded by Hansen to retain the firm Pemberton Law as legal counsel for the District and designate the Board Chair the Superintendent as district representatives who may contact legal counsel when it is in the best interest of the district.

Vote For All: Present                      Vote Against: None

5.8 Select School District Auditor

Motion by Carbajal, seconded by Dirkes to continue with the firm of Schlenner-Wenner for audit services.

Vote For: All                      Vote Against: None

5.9 Authorize Business Manager and Superintendent to Invest Excess Funds

Motion by Carbajal, seconded by Rueter, to authorize the business manager and superintendent to invest excess funds.

Vote For: All

Vote Against: None

5.10 Authorize Business Manager and Superintendent to Make Electronic Fund Transfers

Motion by Carbajal, seconded by Rueter to authorize the business manager and superintendent to make electronic fund transfers.

Vote For: All

Vote Against: None

5.11 Authorize Superintendent to Expend Funds Within Budget Guidelines

Motion by Carbajal, seconded by Dirkes to authorize the superintendent to expend funds within budget guidelines.

Vote For: All

Vote Against: None

5.12 Appoint Board Committee Members

5.12.1 Finance & Facilities

5.12.2 Teaching & Learning

5.12.3 Policy & Student Functions

5.12.4 Community Engagements

5.12.5 Human Resources

5.12.6 Minnesota State High School League

5.12.7 West Central Education District

5.12.8 Central Minnesota Educational Telecommunications System (CMETS)

5.12.9 Stearns County Collaborative

6. Public Forum

7. Approvals

7.1 Previous Meeting Minutes

Motion by Hansen, seconded by Carbajal, to approve the December 14, 2022, Regular Meeting minutes. Supported by all present.

7.2 Cash Flow Reports - November 2022

Motion by Carbajal, seconded by Sands, to approve the November 2022 Cash Flow Reports as presented. Supported by all present.

7.3 Acceptance of Gifts and Donations

Member Carbajal introduced the Resolution Accepting Donations and was seconded by Member Hansen.

The School Board of Albany Area Schools, ISD 745, gratefully accepts the following donations as identified below:

<u>Donor</u>	<u>Item</u>	<u>Designated Purpose (if any)</u>
Albany PTO	\$2,000.00 donation	Albany Elementary
Novae LLL	\$500.00 donation	Robotics
Freeport State Bank	\$2,000.00 donation	Robotics
Albany Mutual Telephone	\$250.00 donation	Supermileage
Anonymous	\$10,000.00 donation	Drama

Maggie and Addie Backes	\$500.00 donation	Avon Elementary Field Trip to Avon Hills
CH Robinson	\$1,016.00 donation	Avon Elementary
CH Robinson	\$16.00 donation	Avon Elementary
John & Laurie Tritabaugh	\$1,500.00 donation	Scholarship

The following voted in favor of: All  
 And the following voted against: None  
 Absent: None

Where upon said resolution was declared duly passed and adopted.

8. Consent Agenda

AFT:

Karissa Muehring - AVE/District Full-time Substitute Teacher

AESP:

Mark Herbes - School Bus Route Driver

AESP Payroll Change Request:

Jazmin Hernandez - Kids Company Aide to Kids Company Assistant  
 Abigail Peterschick - Kids Company Aide to Kids Company Assistant

Student Worker:

Matthew Wielenberg - Custodian

Coaching/Advisors:

Al Amdahl - JV Baseball Coach

Community Education:

Huskie Pups Volleyball Camp - Alyssa Fleischhacker, Nancy Swarthout, Brian Hines, Hannah Winter  
 HSP/Fundamentals - Aaron Schwenzfeier, Makayla Zierden, Nolan Anderson  
 First Aid - Renee Illies  
 Knowledge Bowl – Carrie Schmitz  
 BECC Attendant - Meghan Shannon

Resignations/Retirements:

Tiffany Mehr - AVE Paraprofessional, effective December 22, 2022  
 Isabelle Haakonson - AVE Paraprofessional, effective December 27, 2022  
 Eileen Ritter - School Bus Route Driver, effective December 31, 2022

The following checks were issued in paying claims: Wire transfers and checks 104002 - 104098

Expenditures:

01 General Fund	\$587,991.36
02 Food Services	\$14,916.58
04 Community Services	\$23,404.35
06 Building Construction	\$22.96

Motion by Carbajal, seconded by Hansen to approve the January 2023 Consent Agenda. Supported by all present.

## 9. Reports

### 9.1 Purple Pride

### 9.2 Choir Trip Presentation

Moved to January Work Session agenda.

## 10. Business

### 10.1 Enrollment Report

### 10.2 Albany Federation of Teachers Seniority List 2022-23

Motion by Carbajal, seconded by Sands to approve the Albany Federation of Teachers Seniority List for 2022-23. Supported by all present.

### 10.3 Resolution Directing the Administration to Examine the Financial Condition of the District

Member Carbajal introduced the resolution and moved for its adoption. The motion for adoption was duly seconded by Member Rueter and upon vote being taken thereon, the following voted

In favor of: All

and the following voted against the same: None

Absent: None

whereupon said resolution was declared duly passed and adopted.

### 10.4 School Board Policies – Third Read

#### 10.4.1 208 Development, Adoption, and Implementation of Policies

#### 10.4.2 209 Code of Ethics

#### 10.4.3 210 Conflict of Interest - School Board Members

#### 10.4.4 404 Employment Background Checks

#### 10.4.5 506 Student Discipline

#### 10.4.6 722 Public Data and Data Subject Requests

#### 10.4.7 806 Crisis Management Policy

Motion by Sands, seconded by Dirkes to approve the above school board policies. Supported by all present.

## 11. Committee Reports

### 12. Superintendent Report

A report provided by ICS on the Early Learning Center and the multipurpose room was presented.

### 13. Adjournment

Agenda completed at 7:37 pm, a motion to adjourn was made by Carbajal, seconded by Sand. Supported by all present.

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Amy Sand, Clerk