

Special Organizational Meeting
Independent School District 564 – Board of Education
January 3, 2023
12:00 p.m.
DSC Board Room

A Special Organizational Meeting of Independent School District #564 was held on Tuesday, January 3, 2023, in the DSC Boardroom. Chairperson Ryan Walseth called the meeting to order at 12:00 p.m.

The following Board members were present: Michelle Westerman, Ryan Walseth, Mike Spears, Kayla Lian, Chris Melbye, and Wayne Nomeland. Absent: Misty Hempel. Staff members in attendance were: Dr. Paula Henry, Tanya Monson-Ek, Melissa Bushy, Amber Lindgren, and Sara Olson. Also in attendance were: Marlene Anderson and Dave Hill.

A motion was made by Wayne Nomeland and seconded by Michelle Westerman to call the meeting to order and establish that a quorum is present. Motion carried.

A motion was made by Michelle Westerman and seconded by Wayne Nomeland to approve the January 3, 2023 agenda as presented. Motion carried.

Interim Superintendent Dr. Paula Henry led the Board of Education in administering the School Board Member Oath of Office. This oath affirms their commitment to supporting the Constitution of the United States and the State of Minnesota and to faithfully discharge their duties as members of the School Board of ISD #564. MSBA 202 School Board Officers policy and MSBA 209 Code of Ethics policy were also reviewed.

Chairperson Walseth called for nominations for the position of Chairperson. Wayne Nomeland nominated Ryan Walseth for Board Chairperson. The board voted on the nomination with a majority vote to accept the election of Ryan Walseth as Board Chairperson. Motion carried.

Chairman Walseth called for nominations for the position of Vice Chairperson. Chris Melbye nominated Misty Hempel for Vice Chair. The board voted on the nomination with a majority vote to accept the election of Misty Hempel as Vice Chair. Motion carried.

Chairman Walseth called for nominations for the position of Treasurer. Wayne Nomeland nominated Michelle Westerman for Treasurer. The board voted on the nomination with a majority vote to accept the election of Michelle Westerman as Treasurer. Motion carried.

Chairman Walseth called for nominations for the position of Clerk. Michelle Westerman nominated Chris Melbye. The board voted on the nomination with a majority vote to accept the election of Chris Melbye as Clerk. Motion carried.

MSBA Officers' Workshop:

Virtual sessions:

Choose one session from Part A and one from Part B. Attendance at both Part A and Part B is required to receive attendance credit.

- Part A: 6 pm to 9 pm Wednesday, February 1, 2023
- Part A: 9 am to noon Thursday, February 2, 2023

- Part B: 6 pm to 9 pm Wednesday, February 8, 2023
- Part B: 9 am to noon Thursday, February 9, 2023

In-person session:

- 9 am to 4 pm Saturday, February 25, 2023 (Location TBA)

Workshop fees:

\$210 for advance registration (\$230 for late registration)

Registration:

Coming soon....Please let Melissa know if you are interested in attending.

A motion was made by Michelle Westerman and seconded by Mike Spears authorizing to designate the Clerk duties. Upon a roll call vote, the following voted in favor of: Spears, Nomeland, Melbye, Westerman, Walseth and Lian. Absent: Hempel. Motion carried.

WHEREAS, Minnesota Statutes §123B.14, Subd. 1. empowers the School Board to assign the duties of the office of Clerk of the School Board to one person in the Office of Business Affairs of the School District.

WHEREAS, the School District has decided to assign the duties of the Clerk to one person in the Office of Business Affairs.

THEREFORE, BE IT RESOLVED THAT Executive Assistant to the School Board & Superintendent of the School District is designated by the School Board of Independent School District No. 564 to perform the duties of Clerk of the District.

A motion was made by Michelle Westerman and seconded by Mike Spears authorizing to designate the Treasurer duties. Upon a roll call vote, the following voted in favor of: Nomeland, Spears, Lian, Walseth, Westerman and Melbye. Absent: Hempel. Motion carried.

WHEREAS, Minnesota Statutes §123B.14, Subd. 1. empowers the School Board to assign the duties of the office of Treasurer of the School Board to one person in the Office of Business Affairs of the School District.

WHEREAS, the School District has decided to assign the duties of the Treasurer to one person in the Office of Business Affairs.

THEREFORE, BE IT RESOLVED THAT Business Manager of the School District is designated by the School Board of Independent School District No. 564 to perform the duties of Treasurer of the District.

A motion was made by Mike Spears and seconded by Wayne Nomeland authorizing the approval to employ legal counsel for the school district. Upon a roll call vote, the following voted in favor of: Spears, Lian, Westerman, Melbye, Walseth and Nomeland. Absent: Hempel. Motion carried.

Recommendation: **Designate Rupp, Anderson, Squires, and Waldspurger, PA** and **Pemberton Law** as the legal counsel for ISD 564.

WHEREAS, from time to time problems arise which require consultation with legal counsel;

WHEREAS, the School Board may not have time to meet specifically to hire legal counsel for a particular circumstance that has arisen and, therefore, a general authorization to contract legal counsel is necessary;

WHEREAS, the School Board reserves the right to hire any legal counsel of its choice for any particular matter;

NOW, THEREFORE, BE IT RESOLVED, by the School Board of Independent School District #564 as follows: That the Superintendent or School Board designee be and hereby is authorized to contact legal counsel as needed.

A motion was made by Chris Melbye and seconded by Michelle Westerman to designate the **THIEF RIVER FALLS TIMES** as the official newspaper for School Board business for 2023. Motion carried.

A motion was made by Wayne Nomeland and seconded by Mike Spears to schedule the following Regular Board Meetings in 2023, unless changed by formal action, with a suggested starting time of 6:00 p.m. with Special Board Meetings scheduled by Board action as necessary. If a School Board Meeting is canceled the make up date will be the following day, same location and time. Motion carried.

January 9 & 23	July 10 & 24
February 13 & 27	August 14 & 28
March 13 & 27	September 11 & 25
April 10 & 24	October 10* & 23
May 8 & 22	November 13 & 27
June 26	December 11**

Please be aware of the months with five Mondays: January, May, July, and October.

**The following moved due to meeting restrictions: Columbus Day Observation*

***The following meeting will be at 5 pm.*

A motion was made by Michelle Westerman and seconded by Wayne Nomeland to approve the following procedure as outlined by MSBA. Motion carried.

M.S. 123B.195 BOARD MEMBERS' RIGHT TO EMPLOYMENT

Notwithstanding section 471.88, subdivision 5, a school board member may be newly employed or may continue to be employed by a school district as an employee only if there is a reasonable expectation at the beginning of the fiscal year or at the time the contract is entered into or extended that the amount to be earned by that officer under that contract or employment relationship will not exceed \$20,000 in that fiscal year. (This does not include board and negotiator's salaries). Notwithstanding section 122A.40 or 122A.41 or other law, if the officer does not receive majority approval to be initially employed or to continue in employment at a meeting at which all board members are present, that employment is immediately terminated and that officer has no further rights to employment while serving as a school board member in the district.

A motion was made by Mike Spears and seconded by Wayne Nomeland to approve the Resolution to designate the following depositories: Border Bank, Bremer Bank, Northern State Bank, MN Liquid Asset Fund, and PMA Financial Network. Upon a roll call vote, the following voted in favor of: Melbye, Walseth, Westerman, Lian, Spears, and Nomeland. Absent: Hempel. Motion carried.

A motion was made by Wayne Nomeland and seconded by Kayla Lian to approve the delegation of authority to make electronic funds transfers to the following District employees: Janet Wiskow and Christy Sorenson, and SMS employees: Tanya Monson-Ek and Kim Moske. Motion carried.

A motion was made by Mike Spears and seconded by Wayne Nomeland to approve a two percent increase for the 2023 School Board salaries. Motion carried.

Chairperson - \$4,824
 Vice Chairperson - \$4,193
 Clerk - \$3,905
 Treasurer - \$3,905
 Directors - \$3,675
 Lead Negotiator - \$894
 Negotiators - \$785

The 2023 Proposed Board Assignments were reviewed and mutually agreed upon:

2023 Committee Assignments							
Athletics & Activities Group					Kayla Lian	Ryan Walseth	Chris Melbye
CTE Advisory Group	Mike Spears						Chris Melbye
Community Education Advisory Group		Misty Hempel	Michelle Westerman - ALT				
Continuing Education Group							Chris Melbye
Crisis Planning Team	Mike Spears		Michelle Westerman				
Curriculum Advisory Group		Misty Hempel					Chris Melbye
ECFE Advisory Board		Kayla Lian	Michelle Westerman - ALT				

Facilities Committee	Mike Spears				Kayla Lian	Ryan Walseth	
Finance Committee	Mike Spears			Ryan Walseth			Chris Melbye
MEC Outreach				Wayne Nomeland - ALT		Ryan Walseth	
Meet & Confer Outreach	Mike Spears	Misty Hempel					Chris Melbye
MSBA Outreach					Ryan Walseth		
MSHSL Outreach				Ryan Walseth			
Multicultural Advisory Group				Wayne Nomeland			
Negotiations Committee				Wayne Nomeland	Michelle Westerman		Chris Melbye
NW ALC Advisory Group	Mike Spears			Wayne Nomeland			
Policy Committee		Misty Hempel	Michelle Westerman			Wayne Nomeland	
Staff Development Advisory Group			Michelle Westerman				Chris Melbye -ALT
Strategic Planning Committee	Mike Spears	Misty Hempel	Michelle Westerman	Wayne Nomeland	Kayla Lian	Ryan Walseth	Chris Melbye
Technology Advisory Group						Ryan Walseth	
Transportation Committee		Misty Hempel	Kayla Lian	Ryan Walseth			
Wellness					Kayla Lian		

The meeting was adjourned at 12:31 pm.

**/s/
Ryan Walseth, Chair**

**/s/
Chris Melbye, Clerk**