

The 2025 Organizational School Board meeting was called to order by Acting Chairperson Allison Londgren at 6:00 p.m. The Pledge of Allegiance was recited.

Members present: A. Londgren, K. Hagfors, D. Shockman, J. Swanson, R. Dahlquist, M. Eklund and Sup't. Ken Gagner. Member absent: C. Gelle.

Motion by J. Swanson second by D. Shockman to adopt the agenda as printed. Carried.

Acting Chair Londgren called for nominations for the office of school board chair for 2025. D. Shockman, nominated A. Londgren. After three calls, nominations ceased. Motion by D. Shockman, second by J. Swanson to elect Allison Londgren as school board chair for 2025. Acting Chair stated: "Allison Londgren is the only candidate nominated for the office of chair, and I hereby declare her elected by acclamation."

Chair Londgren called for nominations for the office of school board vice-chair for 2025. K. Hagfors nominated John Swanson. After three calls, Chair Londgren stated: "John Swanson is the only candidate nominated for the office of vice-chair, and I hereby declare him elected by acclamation."

Chair Londgren called for nominations for the office of school board clerk for 2025. J. Swanson nominated C. Gelle. After three calls, nominations ceased. Chair Londgren stated: "Connie Gelle is the only candidate nominated for the office of clerk, and I hereby declare her elected by acclamation."

Chair Londgren called for nominations for the office of school board treasurer for 2025. D. Shockman nominated Kayla Hagfors. After three calls, nominations ceased. Chair Londgren stated: "Kayla Hagfors is the only candidate nominated for the office of treasurer, and I hereby declare her elected by acclamation."

Motion by D. Shockman, second by J. Swanson to maintain school board salaries at current rates of; \$800 for officers, \$600 for directors; \$75 for regular monthly school board meetings; for other meetings up to 4 hours - \$50; for meetings of 4 to 8 hours - \$75; and, \$125 for any other meetings over 8 hours in 1 day, \$20 for virtual meetings of 1 hour or less, contingent upon filing of claim form. There is no cap." Carried.

Motion by J. Swanson, second by M. Eklund to set the time to 6:00 p.m. for all regular meetings and to set the regular school board meetings for July 2025 through June 2026 on the following dates:

July 28, 2025	Jan. 5, 2026 & Jan. 6, 2026	April 20, 2026
Aug. 18, 2025	as backup, if weather	May 18, 2026
Sep. 15, 2025		June 15, 2026
Oct. 20, 2025	Jan. 26, 2026	Carried.
Nov. 17, 2025	Feb. 23, 2026	
Dec. 15, 2025	March 16, 2026	

Motion by J. Swanson, second by M. Eklund to adopt the following resolution designating official depositories for 2025:

“RESOLVED, that the Frandsen Bank & Trust of Braham and the Bremer Bank, Lake Elmo, MN be designated as official depositories for 2025 and that funds of this school district deposited in said banks be subject to withdrawal upon checks, notes, drafts, bills of exchange, acceptances, under-taking of other orders for the payment of money when signed on behalf of this school district by three of its officers to wit: Carried.

Motion by D. Shockman, second by K. Hagfors to authorize the Superintendent of Schools and district office designees to have online banking access to the Braham Schools’ accounts at the Frandsen Bank & Trust and Bremer Financial Services. Katie Kunshier is to be removed from Frandsen acct. #000158 and Connie Gelle is to be added to said account. Carried.

Motion by J. Swanson, second by D. Shockman to adopt the following resolution:

“RESOLVED, that the Minnesota School District Liquid Asset Fund (MSDLAF+) be designated as the official depository for State Funds due to the district.” Carried.

Motion by J. Swanson, second by A. Londgren to authorize the Superintendent of Schools and designees to make electronic transfers of District 314 monies. Carried.

Motion by D. Shockman, second by K. Hagfors to adopt the following operating procedure for collateral as it relates to investment of district funds and to designate the Superintendent of Schools to approve collateral as per these guidelines:

Acceptable Collateral: U.S. Treasury Notes or Bonds Securities and other federal agency  
Bonds pledged as collateral: The market value of the securities pledged as collateral must be greater than 110% of the deposits with the corresponding institutions. Carried.

Motion by J. Swanson, second by D. Shockman to adopt the following resolution:

“RESOLVED, that the school board desires to use facsimile signatures on all district checks to eliminate the need to have board officers sign each check issued. The Superintendent of Schools shall provide for this procedure. The board also directs the current facsimile signatures to be used until the new signatures can be obtained, if necessary.” Carried.

Motion by J. Swanson, second by A. Londgren to adopt the following resolution:

“RESOLVED, that the school board desires to have the Superintendent of Schools, or his designee, make investments of school district funds when balances are present. The board also desires that the Superintendent, or his designee, perform the duties of clerk and treasurer.” Carried.

.Motion by J. Swanson, second by K. Hagfors to adopt the following resolution:

“RESOLVED, that the school board desires to have the Superintendent of Schools properly authorized to enter into leases on behalf of the board, and to purchase and contract for goods and services within general budget categories.” Carried.

Motion by J. Swanson, second by M. Eklund to adopt the following resolution:

“RESOLVED, that the school board wishes to take advantage of payment discounts on purchases and recognize the terms of contracts, purchase orders and vendors. The school board authorizes the superintendent of schools and/or the school board clerk to pay claims against the district prior to a regularly

scheduled board meeting if the claim addresses the conditions mentioned in this resolution.” Carried.

Motion by D. Shockman, second by A. Londgren to adopt the following resolution:

“RESOLVED, that the school board wishes to appoint legal counsel for 2025 and that legal counsel shall be the firm of Ratwik, Roszak and Maloney. This resolution also allows administration to utilize other firms as needed.” Carried.

Motion by A. Londgren, second by J. Swanson to appoint the “*County News Review*” to serve as School District 314’s official publication for 2025. Carried.

Motion by D. Shockman, second by J. Swanson to set the mileage and meal allowance for all district employees for 2025 as follows:

Mileage: ‘reimbursement at the IRS allowable rate’ which is \$.70 cents per mile; and,  
Meals: Breakfast - \$10.00, Lunch - \$14.00, Supper - \$18.00; with allowable reimbursement at the registration set fee for workshops, meetings, etc., when such is the case. Carried.

School board committee membership assignments for 2025 were discussed and set as listed below.

<u>Committee Assignment</u>	<u>2025 School Board Representative(s):</u>
Budget Advisory	K. Hagfors, J. Swanson, R. Dahlquist
Buildings/Grounds & Transportation	D. Shockman, A. Londgren, J. Swanson
Comm. Educ. Advisory Council	A. Londgren
Donald F. Olson Scholarship	A. Londgren, D. Shockman, C. Gelle
ECMECC	C. Gelle
Legislative (SAFF)	C. Gelle
Meet & Confer	K. Hagfors, J. Swanson, M. Eklund
MN State H.S. League	A. Londgren
Policy Review	K. Hagfors, A. Londgren, D. Shockman
RRSEC Joint Powers Agreement	C. Gelle, Alt. K. Hagfors
CR & CA	K. Hagfors, C. Gelle, M. Eklund
BEA sick leave bank/ 2yr. term	K. Hagfors - <i>Year 1</i>
Negotiating Committees:	
Superintendent	J. Swanson, M. Eklund
Administration	J. Swanson, D. Shockman, K. Hagfors
Teachers	K. Hagfors, J. Swanson, R. Dahlquist
At Will Employees	A. Londgren, C. Gelle
Local 284 ( <i>Para/Sec, Custodians, Food Service</i> )	D. Shockman, A. Londgren, J. Swanson

Motion by J. Swanson, second by M. Eklund to accept the committee assignments as listed. Carried.

Motion by J. Swanson, second by D. Shockman to approve the Designation of an Identified Official with Authority for Education Identity Access Management The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will authorize user access to State of Minnesota Education secure

systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties. The Director recommends the Board authorize Ken Gagner, kgagner@braham.k12.mn.us, and EDIAM user ID to act as the Identified Official with Authority (IOwA) for Braham Area Schools, ISD #314.

Motion by J. Swanson, second by M. Eklund to approve the scheduling of special/committee meetings as follows:

- Monday, Feb. 10th - Budget Committee 3:30 pm
- Thursday, Feb. 13th - Working Meeting 5:00 pm
- Thursday, April 3th - Meet & Conf. 5:30 pm
- Monday, April 7th - Buildings & Grounds Meeting 3:30 pm
- Monday, May 5th - Working Board Mtg. 6:00 pm
- Monday, Oct. 27th -Working Meeting 6:00 pm
- Monday, Nov. 24th - Meet & Conf. 5:30 pm

Motion by A. Londgren, second by K. Hagfors to approve the Local 284 Leave of Absence request.

Reminder of the next Regular School Board meeting scheduled for Monday, January 27, 2025 at 6:00 p.m. in the Community Room (B100) at the High School.

Motion by J. Swanson, second by K. Hagfors to adjourn the organizational meeting at 6:28 p.m. Carried.

Attest: \_\_\_\_\_  
Connie Gelle, Clerk

Attest: \_\_\_\_\_  
Allison Londgren, Chair