

The 2023 Organizational School Board meeting was called to order by Acting Chairperson Mike Thompson at 6:00 p.m. The Pledge of Allegiance was recited.

Members present: M. Thompson, A. Londgren, K. Hagfors, C. Gelle, D. Shockman, C. Kunshier, J. Swanson and Sup't. Ken Gagner. Member absent: None.

Motion by D. Shockman second by C. Kunshier to adopt the agenda as printed. Carried.

New Board Members Connie Gelle and John Swanson took the Oath of Office.

Acting Chair Thompson called for nominations for the office of school board chair for 2023. K. Kunshier, nominated Mike Thompson. K. Hagfors nominated Allison Londgren. After three calls, nominations ceased. A roll call vote was taken, by a vote of 3-2 Allison Londgren was elected the 2023 School Board Chair.

Chair Londgren called for nominations for the office of school board vice-chair for 2023.

D. Shockman nominated Mike Thompson. After three calls, Chair Londgren stated: "Mike Thompson 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 2023. M. Thompson nominated Catherine Kunshier. After three calls, nominations ceased. Chair Londgren stated: "Catherine Kunshier 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 2023. K. Kunshier 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 J. Swanson, second by K. Hagfors 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; \$20 for online meeting 1 hour or less and, \$125 for any other meetings over 8 hours in 1 day, contingent upon filing of claim form. There is no cap." Carried.

Motion by M. Thompson, second by D. Shockman to set the time to 6:00 p.m. for all regular meetings and to set the regular school board meetings for July 2023 through June 2024 on the following dates:

July 17, 2023	Jan. 8, 2024 & Jan. 9, 2024	April 15, 2024
Aug. 21, 2023	as backup, if weather	May 20, 2024
Sep. 18, 2023		June 17, 2024
Oct. 16, 2023	Jan. 22, 2024	Carried.
Nov. 20, 2023	Feb. 26, 2024	
Dec. 18, 2023	March 18, 2024	

Motion by C. Kunshier, second by C. Gelle to adopt the following resolution designating official depositories for 2023:

“RESOLVED, that the Frandsen Bank & Trust of Braham and the Bremer Bank, Lake Elmo, MN be designated as official depositories for 2023 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: Chair, Clerk and Treasurer”. Carried.

Motion by D. Shockman, second by J. Swanson 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. Carried.

Motion by C. Kunshier, second by M. Thompson 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 M. Thompson, second by J. Swanson to authorize the Superintendent of Schools and designees to make electronic transfers of District 314 monies. Carried.

Motion by C. Gelle, second by D. Shockman 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 K. Hagfors 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 M. Thompson, second by C. Kunshier 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 C. Kunshier 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 M. Thompson, second by C. Gelle 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 J. Swanson to adopt the following resolution:

“RESOLVED, that the school board wishes to appoint legal counsel for 2023 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 M. Thompson, second by D. Shockman to appoint the “*County News Review*” to serve as School District 314’s official publication for 2023. Carried.

Motion by J. Swanson, second by K. Hagfors to set the mileage and meal allowance for all district employees for 2023 as follows:

Mileage: ‘reimbursement at the IRS allowable rate’ which is \$0.655 cents per mile; and,  
Meals: Breakfast - \$10.00, Lunch - \$12.00, Supper - \$15.00; with allowable reimbursement at the registration set fee for workshops, meetings, etc., when such is the case. Carried.

School board committee membership assignments for 2023 were discussed and set as listed below.

<u>Committee Assignment</u>	<u>2023 School Board Representative(s):</u>
Budget Advisory	K. Hagfors, M. Thompson, J. Swanson
Buildings/Grounds & Transportation	D. Shockman, A. Londgren, C. Kunshier
Comm. Educ. Advisory Council	A. Londgren
Donald F. Olson Scholarship	C. Gelle, A. Londgren, D. Shockman
ECMECC	M. Thompson
Legislative (SEE)	C. Kunshier
Meet & Confer	C. Kunshier, K. Hagfors, J. Swanson
MN State H.S. League	A. Londgren
Policy Review	K. Hagfors, A. Londgren, D. Shockman
RRSEC Joint Powers Agreement	M. Thompson
World’s Best WorkForce	K. Hagfors, C. Kunshier, C. Gelle
BEA sick leave bank/ 2yr. term	C. Kunshier (2 yr.)
Negotiating Committees:	
Superintendent	M. Thompson, C. Kunshier
Administration	C. Kunshier, D. Shockman, M. Thompson
Teachers	M. Thompson, K. Hagfors, J. Swanson
District Office	A. Londgren, C. Gelle
Custodians	K. Hagfors, A. Londgren
Secretaries/Paras	A. Londgren, C. Kunshier
Food Service	K. Hagfors, D. Shockman

Motion by M. Thompson, second by D. Shockman to accept the committee assignments as listed. Carried.

Motion by M. Thompson, second by C. Gelle 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. Carried.

Motion by C. Kunshier, second by D. Shockman to hold the following special/committee meetings:

- Thursday, Feb. 9th - Budget Committee 3-5 pm
- Monday, Feb. 13th - Working Meeting (revised 23 & proposed 24 budgets) 6 pm
- Monday, April 10th - Building & Ground Committee 3-5 pm
- Monday, May 1st - Working Meeting (Review LTFM & proposed 24 budget) 6 pm
- Monday, Oct. 30th - Working Meeting (Review WBWF & ADM's /Budget) 6 pm

A mini retreat with MSBA (3 hours) will be scheduled on a weekday other than Wednesday from 4-7 pm @ Weisse Auditorium.

Motion by M. Thompson, second by K. Hagfors to approve the 2022 Bond Project bid & specifications from SiteLogic, and authorized going forward with bids. Carried

Motion by M. Thompson, second by C. Kunshier to revoke the leave of absence request for **Eric Jones**, Elem. SpEd para effective Jan. 1, 2023, and accepted the resignation from **Heather Pratt**, Elem. SpEd para effective January 6, 2023. Carried.

Reminder of the next Regular School Board meeting scheduled for Monday, January 23, 2023 at 6:00 p.m. in the Community Room (B100) at the 4-12 Building.

Motion by M. Thompson, second by J. Swanson to adjourn the organizational meeting at 7:00 p.m. Carried.

Attest: \_\_\_\_\_  
Catherine Kunshier, Clerk

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