

SCHOOL BOARD MINUTES
Monday, January 6, 2014 7:20 PM
Delano Public Schools
Independent School District #879, Delano Minnesota

1. Call to Order/Pledge of Allegiance

A. The board chair calls the meeting to order.

Members Present: A Johnson, C Milano, L Seguin, S Baker, R Durick, C Black and M Larson
Members Absent: None

2. Election of Officers

A. Chairperson

Upon motion by C. Milano, seconded by M. Larson, the Board of Education elected A. Johnson as Chairperson of the Delano School Board. Motion passed.

B. Vice Chairperson

Upon motion by L. Seguin, seconded by C. Black, the Board of Education elected R. Durick as Vice Chairperson of the Delano School Board. Motion passed.

C. Clerk

Upon motion by S. Baker, seconded by R. Durick, the Board of Education elected C. Milano as the Clerk of the Delano School Board. Motion passed.

D. Treasurer

Upon motion by A. Johnson, seconded by S. Baker, the Board of Education elected L. Seguin as the Treasurer of the Delano School Board. Motion passed.

3. Approval of Agenda

Upon motion by M. Larson, seconded by S. Baker, the Board of Education approved the meeting agenda. Motion passed.

4. Annual Designations

A. Employee Bonds (approve bonding at \$5,000 for each of the following):

Business Manager	Middle School Principal
Supt. Asst./Comm. Coor.	Middle School Admin Assts.
Accountant	Elementary Principal
Food Service Admin. Asst.	Elementary Admin. Assts.
Payroll/Human Resources Coor.	High School Principal
Volunteer Coordinator	High School Admin. Assts.
Superintendent	Activities Administrator
Community Ed. Director	Activities Admin. Asst.
ECFE Coordinator	TAC Coordinator
TKC Coordinator	Community Ed. Admin. Asst.
District Office Clerk	

Upon motion by C. Milano, seconded by R. Durick, the Board of Education approved the employee bonds listed above. Motion passed.

B. Official Newspaper: Consider quotes from the *Delano Herald Journal* and *Sun Media*
M. Schoen explained the differences between Delano Herald Journal and Sun Media. Delano Herald

Journal's quote is lower, but the main reason they were chosen is because their office is located within the school district.

Upon motion by C. Milano, seconded by S. Baker, the Board of Education designated the *Delano Herald Journal* as the official newspaper of Delano Public Schools.

C. Any of the following items, C-M, may be voted on separately at the request of a board member.

School Board Compensation:

Current Rates

Regular Meeting/Workshops - \$60/meeting

Committee Meetings - \$25 minimum

(\$12.50/hour after two hours, not to exceed \$100)

Chairperson - \$300/year

Clerk - \$250/year

D. School Attorneys:

Official Attorneys - Rupp, Anderson, Squires & Waldspurger P.A.

Local Attorney - Dick Grinley

Authorized Personnel to Contact Attorneys - School Board Chair, Superintendent, and Business Manager

E. Memberships:

MSBA (MN School Board Association)

MAWSECO (Meeker and Wright Spec. Ed. Coop)

SEE (Schools for Equity in Education)

Wright Technical Center (Career and Technical Coop)

CMERDC (Center MN Educ Research & Dev. Council)

Resource Training & Solutions

MN State High School League

Sherburne-Wright Educational Technology Cooperative

F. Federal Grants:

Title I, II

G. Delegate authority to make electronic fund transfers:

Superintendent

Business Manager

Accountant

Payroll/HR Coordinator

District Office Clerk

H. Signatures for Elementary Activity Fund:

Business Manager

Elem. School Admin Assistants

I. Prepayment of Bills:

Avoid penalties and finance charges

Reimbursement of employees

Obtain discounts

Pre-approved contracts

J. Mileage Reimbursement Rate:

IRS rate (\$.56/mile)

K.

Official Depositories:

State Bank of Delano
Crow River State Bank
21st Century Bank, Loretto
Wells Fargo
MN School District Asset Fund
PMA Securities, Inc.
U.S. Bank Corporate Trust Services

L. **School Board Regular Meeting Times and Dates for 2014:**

Recommended 4th Monday of the month at Delano City Hall beginning at (time to be determined), except March 17 (spring break), May 19 (Memorial Day) and December 15 (winter break), when the meeting will be held in the Delano High School Media Center.

M. Schoen explained how the school board could add the work session to the regular monthly school board meeting beginning at 5:45 p.m. A. Johnson asked if work sessions could be removed from school board meeting agendas. M. Schoen said that it would take a vote during a school board meeting to remove the work session as an agenda item. R. Durick asked about the details of the Open Meeting Law. M. Schoen shared that agendas do not have to be posted because the dates and times of monthly meetings have been set at the organizational meeting. Delano Public Schools have always posted agendas of our monthly meetings for our community even though it is not required. M. Schoen added that this change would allow flexibility and it is per our attorney's recommendation. **Upon motion by C. Milano, seconded by S. Baker, the Board of Education approved the removal of Item L from the Annual Designations to be voted upon separately after Items C-K and M. Motion passed.**

In addition, upon motion by S. Baker, seconded by L. Seguin, the Board of Education approved item L with the recommended start time for all 2014 School Board meetings to be 5:45 p.m. Motion passed.

M. **Renew Board Operating Protocol:**

A. Johnson read the Board's Operating Protocol. She also explained what it is and why the Board has an Operating Protocol.

Upon motion by R. Durick, seconded by M. Larson, the Board of Education approved items C-K and M. Item L was removed to be voted on separately. Motion passed.

5. **Appoint Members to Board Committees and Representatives**

Committee

Current Members

A. Curriculum Advisory Committee	Seguin*, Johnson
B. Comm. Ed. Adv. Committee	Baker*, Black
C. Buildings and Grounds	Baker*, Seguin, Durick
D. Meet & Confer	Seguin*, Black, Durick
E. Transportation Negotiations	Milano*, Durick, Larson
F. Classified Employee Negotiations	Durick*, Seguin, Baker
G. Teacher Negotiations	Black*, Johnson, Baker
H. Administrative Negotiations	Johnson*, Black, Seguin
I. Finance/Insurance	Seguin*, Johnson, Larson
J. Meeker Wright Special Ed. Coop.	Johnson*, Black
K. Wright Technical Center	Durick*, Baker
L. MN HS League & DHS/DMS Activity Council	Black*, Durick
M. Professional Development	Milano*, Black
N. Site Base Committees:	
Elementary	Seguin*, Black
Middle	Milano*, Larson
High	Larson*, Baker
O. Delano Area Sports Arena (DASA)	Larson*, Durick
P. Safe Schools	Baker*, Durick
Q. Schools for Equity in Education (SEE)	Milano*, Baker
R. Delano City/School	Seguin*, Black, Larson

*Chair

A. Johnson explained the changes that were discussed at an earlier work session and that they are reflected in the list above. When Chair of the committee cannot attend, meeting is attended by another board member or superintendent. A. Johnson also shared that there are no additions to the committees and none were dissolved. M. Schoen added that the 2014-15 calendar will need to be discussed soon and the Building and Grounds committee will need to meet soon to discuss future facilities plans. Upon motion by C. Milano, seconded by R. Durick, the Board of Education approved the Board Committees and Representatives. Motion passed.

6. Adjournment

Upon motion by L. Seguin, seconded by S. Baker, the meeting was adjourned at 8:02 p.m.