

**SCHOOL BOARD MINUTES**  
Monday, January 4, 2016 7:04 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.  
Record members as present or absent.

Members Present: A. Johnson, C. Milano, L. Seguin, S. Baker, R. Durick, C. Black and M. Larson

Members Absent: None

**2. Election of Officers**

The board chair conducts the election of officers. The new chair takes charge of the meeting after the election.

A. **Chairperson**

Upon motion by C. Milano, seconded by S. Baker, the Board of Education elected Amy Johnson as Chairperson. Motion passed.

B. **Vice Chairperson**

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

C. **Clerk**

Upon motion by A. Johnson, seconded by R. Durick, the Board of Education elected Carolyn Milano as Clerk. Motion passed.

D. **Treasurer**

Upon motion by C. Milano, seconded by S. Baker, the Board of Education elected Lisa Seguin as Treasurer. Motion passed.

**3. Approval of Agenda**

Upon motion by L. Seguin, seconded by R. Durick, the Board of Education approved the agenda. Motion passed.

**4. Annual Designations**

- A. **Official Newspaper:** Consider quotes from the *Delano Herald Journal* and *Sun Media*  
Upon motion by S. Baker, seconded by L. Seguin, the Board of Education designated *Delano Herald Journal* as the official newspaper of Delano Public Schools. Motion passed.

B.

**School Board Compensation: Any of the following items, B-M, may be voted on separately at the request of a board member.**

**Current Rates**

Regular Meetings - \$60/meeting

Committee Meetings/Work Sessions/Special Meetings - \$25 minimum

Workshops/Special Meetings - \$12.50/hour after two hours, not to exceed \$100

Chairperson - \$300/year

Clerk - \$250/year

**C. School Attorneys:**

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

Local Attorney - Dick Grinley

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

**D. Memberships:**

MSBA (MN School Board Association)

MAWSECO (Meeker and Wright Special Ed Coop)

SEE (Schools for Equity in Education)

Wright Technical Center (Career and Technical Coop)

CMERDC (Central MN Educ Research & Dev. Council)

Resource Training and Solutions

MN State High School League

Sherburne-Wright Educational Technology Cooperative

**E. Federal Grants:**

Title I, II

**F. Delegate authority to make electronic fund transfers:**

Superintendent

Business Manager

Accountant

Payroll/HR Coordinator

Payroll Specialist

**G. Designate the Identified Official with Authority to authorize user access to MDE secure websites for Delano Public Schools ISD 879**

Superintendent Matthew W Schoen

**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 (\$.54/mile)

**K. Official Depositories:**

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

**L. School Board Regular Meeting Times and Dates for 2016:**

Recommended 4th Monday of the month at Delano City Hall beginning at 5:45 p.m., with the exception of December 19 (winter break), when the meeting will be held in the Delano High School Media Center. Discussion of potential March 2017 meeting date of either March 20 or 27. Board members discussed holding the March 2017 school board meeting on March 20 for calendar planning purposes.

**M. Renew Board Operating Protocol**

**Upon motion by L. Seguin, seconded by C. Black, the Board of Education renewed the Board Operating Protocol. Motion passed.**

**N. 2016-2017 School Calendar**

**Upon motion by S. Baker, seconded by L. Seguin, the Board of Education approved the 2016-2017 School Calendar. Motion passed.**

## Appoint Members to Board Committees and Representatives

Committee	2015 Members	2016 Members
Building and Grounds	Baker*, Seguin, Durick	Seguin*, Durick, Black
Meet & Confer	Seguin*, Black, Durick	Seguin*, Black, Durick
Transportation Negotiations	Milano*, Durick, Larson	Milano*, Durick, Larson
Classified Employee Negotiations	Durick*, Seguin	Durick*, Seguin
Teacher Negotiations	Black*, Johnson, Baker	Black*, Johnson, Baker
Administrative Negotiations	Johnson*, Black, Seguin	Johnson*, Black, Seguin
Finance/Insurance Committee	Seguin*, Black, Larson	Seguin*, Durick, Larson
Delano City/School	Seguin*, Black, Larson	Seguin*, Black, Larson
District Advisory Committee	Larson*, Johnson	Larson*, Johnson
Community Ed. Advisory Committee	Baker*, Black	Baker*, Black
MAWSECO (Meeker/Wright Special Ed. Coop	Johnson*, Black	Johnson*, Black
Wright Technical Center	Durick*, Baker	Durick*, Baker
MN High School League & Activities Council	Black*, Durick	Black*, Durick
Professional Development Team	Milano*, Black	Milano*, Black
Site Base Committee - Elementary	Seguin*, Black	Johnson*, Black
Site Base Committee - Middle School	Milano*, Larson	Milano*, Larson
Site Base Committee - High School	Larson*, Baker	Larson*, Johnson
Delano Area Sports Association	Larson*, Durick	Johnson*, Durick
Safe Schools	Baker*, Durick	
Schools for Equity in Education	Milano*, Baker	Milano*

Upon motion by C. Milano, seconded by R. Durick, the Board of Education approved the appointed members to the Board Committees and Representatives with the following changes:

1. Add C. Black to Building and Grounds
2. Remove A. Johnson and add R. Durick to the Finance/Insurance Committee.
3. Change the name of Curriculum Advisory Council to District Advisory Committee.
4. Make A. Johnson the primary board member on the Site Base Committee - Elementary.
5. Remove R. Durick from Safe Schools.

These changes are reflected in the chart above.

### 6. Adjournment

Upon motion by L. Seguin, seconded by C. Black, the meeting was adjourned at 7:35 p.m. Motion passed.