

MINUTES OF THE ORGANIZATIONAL SCHOOL BOARD MEETING ELK RIVER, MN 1/8/2018

The mtg was called to order by Chair Steinbrecher at 7:00 p.m. at the Dist Office.

Members Present: Gregg Peppin, Jamie Plantenberg-Selbitschka, Shane Steinbrecher, Holly Thompson, Christi Tullbane, Tony Walter; Members Absent: Joel Nelson; Others Present: Dan Bittman, Supt; Londa Chambers, Mgr of Admin Services

Chair Steinbrecher stated that the School Board has adopted a Code of Ethics that is read when new board members are sworn into office.

Tony Walter nominated Shane Steinbrecher for the office of School Board Chair. Walter moved/Plantenberg-Selbitschka seconded to close nominations for the office of School Board Chair. By a unanimous vote, Shane Steinbrecher was declared School Board Chair.

Tony Walter nominated Jamie Plantenberg-Selbitschka for the office of School Board Vice Chair.

Holly Thompson seconded the nomination. Thompson moved/Walter seconded the motion to close nominations for the office of School Board Vice Chair. By a unanimous vote, Jamie Plantenberg-Selbitschka was declared School Board Vice Chair.

Walter moved/Thompson seconded the motion to combine the Clerk/Treasurer position. Motion was unanimously approved. Holly Thompson nominated Tony Walter for the office of School Board Clerk/Treasurer. Jamie Plantenberg-Selbitschka seconded the nomination.

Plantenberg-Selbitschka moved/Thompson seconded the motion to close nominations for the office of School Board Clerk/Treasurer. By a unanimous vote, Tony Walter was declared School Board Clerk/Treasurer.

Walter moved/Thompson seconded the motion to approve the board mtg schedule for 1/2018 through the end of the 2018-19 school yr. The mtgs will be held on the 2nd & 4th Mondays of each month. Mtgs will be held at the Dist Office, beginning at 7 p.m. On vote being taken, the following voted in favor: Plantenberg-Selbitschka, Steinbrecher, Thompson, Tullbane, Walter. against: Peppin. Passed.

Walter moved/Thompson seconded the motion to designate the ER Star News as the official newspaper for legal purposes. Approved.

Walter moved/Thompson seconded the motion to designate official depositories for legal purposes as follows: Bank of ER, checking/savings, investments; US Bank Mpls, investments/savings; Klein Bank, escrow-building leases; MSDLAF managed by PFM, liquid asset fund-investment; PMA Financial Network, Inc, investments; US Bank managed by PFM, investments-OPEB; Bremer Bank, ACH for payroll; Wealth Management U.S. Bancorp Investments, Scholarship Investments. Approved.

Walter moved/Thompson seconded the motion to adopt the Resolution Regarding the Authority to Purchase, Lease and Contract for Goods/Services as follows: BE IT RESOLVED that the Supt; the Exec Dir of Business Services; and the Asst Supt of Educational Services, be delegated authority to purchase, lease, or contract for goods/services in the name of ISD 728, Sherburne Cty, Elk River, MN, within the budget as approved by the Board, provided that any transaction in the amount exceeding the minimum amount for which bids are required must first be specifically authorized by the Board and must fulfill all other applicable requirements in Section 123B.52.

Approved.

Walter moved/Thompson seconded the motion to authorize Shane Steinbrecher & Tony Walter to be the signatories for all district checks for the period beginning 1/1 and until a new stamp is prepared with the new officer names. Approved.

Walter moved/Thompson seconded the motion to adopt the MN Records Retention Schedule for School Districts as a guide for preserving records with administrative, legal, fiscal & historical value; and to dispose of records that no longer have value. Approved.

Walter moved/Thompson seconded the motion to designate the following staff as official staff with authority to make Electronic Fund Transfers on behalf of ISD 728 for the calendar yr 2018:

Asst Dir of Finance & Dist Accountant. Approved.

Walter moved/Thompson seconded the motion to adjourn the meeting at 7:12 p.m. Approved.

Minutes prepared by Londa Chambers

TONY WALTER,
SCHOOL BOARD CLERK
(complete minutes are posted on district website, www.isd728.org)

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