

**INDEPENDENT SCHOOL DISTRICT NO. 278
CONDENSED MINUTES OF THE ANNUAL ORGANIZATIONAL
MEETING OF THE BOARD OF EDUCATION
OF ORONO INDEPENDENT SCHOOL DISTRICT NO. 278
HELD ON JANUARY 14, 2019**

The annual meeting of the Board of Education of Orono Independent School District No. 278 was held on Monday, January 14, 2019 and called to order by board vice chair, Martha Van de Ven, at 7:00 p.m.

Present: Martha Van de Ven Mike Bash Dick Lewis
Sarah Borchers Laura Wallander Karen Orcutt John Morstad
Absent: Bob Tunheim

3. – Election of School Board Officers

Vice Chair Martha Van de Ven presided over the election of school board officers for 2019 by opening up the floor for nominations.

Mike Bash MOVED, Sarah Borchers seconded, that Bob Tunheim be nominated as chairperson and requested that nominations be closed.

Mike Bash MOVED, Sarah Borchers seconded, that Martha Van de Ven be nominated as vice chairperson and requested that nominations be closed.

Sarah Borchers MOVED, Dick Lewis seconded, that Mike Bash be nominated as clerk and requested that nominations be closed.

Sarah Borchers MOVED, Mike Bash seconded, that Dick Lewis be nominated as treasurer and requested that nominations be closed.

All members voted aye to all nominations. Motion carried.

4. – Set Salaries of the School Board Clerk and Treasurer

Mike Bash moved, Dick Lewis seconded, that the yearly salary for both the school board clerk and the school board treasurer be set at \$0 or the minimum required by law as set by state statute.

All members voted aye to the motion. Motion carried.

UPON MOTION by Mike Bash, seconded by Dick Lewis, the Board of Education approved the consent agenda as follows:

- approved the minutes of a regular board meeting - December 10, 2018
- approved the appointment of Shelby Iverson, as part-time early childhood special education teacher at Orono Discovery Center, effective January 3, 2019.
- approved the appointment of Theresa Henkelman, as classroom paraeducator at Orono Schumann Elementary School, effective January 3, 2019.
- approved the appointment of Jamie Peters, as full-time custodian at Orono Middle School, effective January 3, 2019.
- approved the appointment of Mallory Purdy, as classroom paraeducator at Orono Middle School, effective January 9, 2019.
- approved the resignation due to retirement of Randi Carlson, paraeducator at Orono Schumann Elementary School, effective January 3, 2019.
- approved the resignation due to retirement of Marcia Zajac, Assistant to Director of Business Services at Orono Schools, effective January 31, 2019.
- approved the following winter coaching contract:

Girls Basketball

Page Green, Girls Varsity Assistant Coach

- accepted donations totaling \$82,395.19
- approved the Custodial Master Contract for 2018-20
- approved the Food Service Personnel Master Contract for 2018-20
- approved Individual Employment Contracts for the 2018-19 and 2019-20 school years for the Facilities Manager and Activities Center Supervisor
- approved Electronic Fund Transfers for November 2018
- approved Treasurer's Report for November 2018
- designated the Director of Business Services as the administrator to review all collateral obtained from financial institutions to cover investments and bank deposits
- approved bill vouchers 303850-304259, 1107-1116, EP register V900344-900396 and EFT vouchers V125, 6086-6095.

Motion carried.

7. – Superintendent's "Report on Excellence"

8. – Board Members Questions and Comments

9. – Community Members Questions and Comments

No community members came forward.

10A. – Old Business

No old business was brought forward.

11. – New Business

11.A. Orono Action Platform

Amy Alworth and Emily Bremner Forbes, co-chairs of the Orono Action Committee, presented the 2019 Orono Action Platform.

Board entered into discussion with Ms. Alworth and Ms. Bremner Forbes regarding the platform and revisions to item 2.

UPON MOTION by Dick Lewis, seconded by Laura Wallander, the Board of Education approved the 2019 legislative platform of Orono Action as discussed and revised.

Motion carried.

11.B– Designation/Approval

11-B-1. – Official Local Depositories

UPON MOTION by Mike Bash, seconded by Sarah Borchers, the Board of Education designated the Lake Community Bank, the Bank of Maple Plain, and MN Trust, and MN School District Liquid Asset Fund Plus as depositories for the regular funds of this school district and the officers of the Board of Education are hereby authorized in the name of and on behalf of the Board of Education to open or cause to be opened or to continue or cause to be continued accounts with said banks and to execute and deliver to said banks, signature cards supplied by said banks containing said banks usual customer agreement applicable to such accounts and the signatures of the officers or other persons hereinafter named are hereby authorized to act for and on behalf of the Board of Education or otherwise to endorse or cause to be endorsed, to negotiate or cause to be negotiated, or to deposit or cause to be deposited in such accounts any money, checks, drafts, orders, notes or other instruments payable or held by this Board of Education. Said officers are Bob Tunheim (chair), Martha Van de Ven (vice chair) and, Dick Lewis (treasurer).

Motion carried.

11-B-2. – Official Investment Depositories and Transfer of Funds

UPON MOTION by Mike Bash, seconded by Dick Lewis, the Board of Education approved the following investment depositories and authorizes John Morstad, Director of Business Services and Lauren Syrup, Controller to transfer funds among these financial institutions for investment purposes:

- 1) Wells Fargo Bank San Francisco, CA
- 2) US Bank
- 3) Minnesota School District Liquid Asset Fund Plus
- 4) Lake Community Bank
- 5) Bank of Maple Plain
- 6) PMA Financial Network, Inc./MNTrust

Motion carried.

11-B-3. – Official Publication

UPON MOTION by Sarah Borchers, seconded by Laura Wallander, the Board of Education approved the LAKER PIONEER as the District's official publication.

Motion carried.

11-B-4. – Office of the Clerk

UPON MOTION by Mike Bash, seconded by Dick Lewis, the Board of Education approved the Orono District Office at 685 Old Crystal Bay Rd., Long Lake, MN as the official office site of the Board of Education clerk.

Motion carried.

11-B-5. – Renewal of Surety Bonds

UPON MOTION by Mike Bash, seconded by Dick Lewis, the Board of Education approved the renewal of surety bonds for all employees.

Motion carried.

11-B-6. – School Auditor

UPON MOTION by Dick Lewis, seconded by Sarah Borchers, the Orono Board of Education approved the firm of Malloy, Montague, Karnowski, Radosevich & Co., P.A. as the district's auditor.

Motion carried.

11-B-7. – Contract Signing Authority

UPON MOTION by Dick Lewis, seconded by Laura Wallander, the Board of Education approved Karen Orcutt, Superintendent or John Morstad, Director of Business Services to lease, purchase, and contract for goods and services within the budget pursuant to MN Statute 123B.52 subd. 2.

Motion carried.

11- C. – Committee Appointments

Committee assignments for the period January 2019 through December 2019 were proposed as follows:

Committee Name	Board Representative
Board Committees	
Negotiations	Bob Tunheim, Martha Van de Ven, Laura Wallander
Co Curricular	Bob Tunheim, Dick Lewis
Facilities/Finance	Mike Bash, Dick Lewis, Sarah Borchers
Board Policy	Mike Bash, Sarah Borchers
Orono Action Steering Committee	Martha Van de Ven, Sarah Borchers
Board Assignments/Liaison Work	
AMSD (Assoc of Metropolitan School Districts) Board (alternate)	Martha Van de Ven, Sarah Borchers
Community Education Advisory	Martha Van de Ven, Laura Wallander
Curriculum & Accountability	Martha Van de Ven, Mike Bash
ECFE Advisory (Early Childhood Family Education)	Laura Wallander
ECSU (Educational Cooperative Services Unit)	Dick Lewis
Intermediate District #287	Michele Kunz
Middle School Parent Association	Sarah Borchers
MN State High School League	Bob Tunheim
MSBA (MN School Board Association) Local Legislative Liaison	Martha Van de Ven
Orono City/School Communication	Bob Tunheim, Dick Lewis
Orono Foundation for Education	Sarah Borchers
Orono Healthy Youth	Martha Van de Ven, Laura Wallander (alternate)
Orono Ice Arena Board	Dick Lewis
Parent Teacher Organization	Laura Wallander
Special Education Parent Association	Dick Lewis
Spartan Parent Association	Mike Bash
Staff Development	Laura Wallander, Sarah Borchers (alternate)
Teacher Meet and Confer	Laura Wallander, Martha Van de Ven (alternate)

Community Liaisons

Orono	Dick Lewis
Long Lake	Mike Bash
Medina	Martha Van de Ven
Minnetonka Beach	Laura Wallander
Maple Plain	Bob Tunheim
Independence	Sarah Borchers
UPON MOTION by Dick Lewis, seconded by Laura Wallander, the Board of Education approved the committee assignments for the period January 2019 through December 2019 as presented.	
Motion carried.	

12-D. – Other New Business as Necessary

No other new business was brought forward.

The next regular meeting will be on Monday, January 28, 2019 at 7:00 p.m. in the District Office Assembly Room.

The Board will hold a Special Meeting with the Orono High School Student Senate prior to the Regular Board Meeting on Monday, January 28 at 6:00 p.m. in the District Office Assembly Room for the purpose of the Board to meet members of the Student Senate and engage in questions and answers concerning school district operations.

UPON MOTION by Laura Wallander, seconded by Mike Bash the meeting was adjourned at 7:48 p.m.

Motion carried.

Bob Tunheim, Chair
Mike Bash, Clerk