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# INDEPENDENT SCHOOL DISTRICT 719

4540 Tower Street SE  
Prior Lake, Minnesota 55372

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## Organizational School Board Meeting Minutes of the Board of Education

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The organizational meeting of the Board of Education of Independent School District 719 was called to order by Temporary Acting Chair Ruelle via in-person and audio/visual conferencing on January 11, 2021 at 6:30 p.m.

Acting Chair Ruelle led the board and those present in the Pledge of Allegiance.

Board Members Present In-Person: Julie Bernick, Amy Crosby, Jonathan Drewes, Mary Frantz, Michael Nelson, Stacey Ruelle

Board Members Attending Virtually: Enrique Velázquez

Administration Present: Superintendent Staloch, Assistant Superintendent Holmberg, Executive Director of Human Resources Quiram, Executive Director of Business Services Cink

Acting Chair Ruelle appointed Jonathan Drewes to serve as temporary clerk for this portion of the meeting.

Acting Chair Ruelle administered the Ceremonial Oath of Office to the following:

- Re-elected board member: Mary Frantz
- Newly elected board members: Julie Bernick, Amy Crosby

*(The board members recited the oath as a group and individually signed the forms)*

A motion was made by Mary Frantz, seconded by Enrique Velázquez, to approve the agenda.

Motion carried: 7 – 0

Acting Chair Ruelle called for nominations for the office of School Board Chair for 2021 the standard three times.

Member Michael Nelson nominated Stacey Ruelle. A second was not required. There were no further nominations. As Stacey Ruelle was the only candidate nominated for the office of chair, she was declared elected by acclamation and the acting clerk was directed to record in the minutes.

Newly Elected Chair Ruelle called for nominations for the office of School Board Vice-Chair/Clerk for 2021 the standard three times.

Member Enrique Velázquez nominated Jonathan Drewes. A second was not required.

Voting in favor: Frantz, Velázquez. Voting against: Bernick, Crosby, Drewes, Nelson, Ruelle

Member Jonathan Drewes nominated Michael Nelson. A second was not required.

Voting in favor: Bernick, Crosby, Drewes, Nelson, Ruelle. Voting against: Frantz, Velázquez

At this point nominations were closed and Michael Nelson received the most votes and was declared the Board Vice-Chair/Clerk for 2021.

Chair Ruelle called for nominations for the office of School Board Treasurer for 2021 the standard three times.

Member Stacey Ruelle nominated Jonathan Drewes. A second was not required.

Voting in favor: Bernick, Crosby, Drewes, Nelson, Ruelle. Voting against: Frantz, Velázquez

Member Mary Frantz nominated herself. A second was not required.

Voting in favor: Frantz, Velázquez. Voting against: Bernick, Crosby, Drewes, Nelson, Ruelle

At this point nominations were closed and Jonathan Drewes received the most votes and was declared the Board Treasurer for 2021.

A motion was made by Mary Frantz, seconded by Enrique Velázquez, to approve the following consent agenda items, as presented:

- a. Named Old National Bank, U.S. Bank of Prior Lake, Wells Fargo Bank, Commerce Bank, Minnesota School District Liquid Asset Fund Plus and PMA Financial Network as depositories for school district funds.
- b. Designated the "Prior Lake American" of Prior Lake, Minnesota and the "Savage Pacer" of Savage, Minnesota as the official school district legal newspapers.
- c. Named the firm of Ehlers & Associates as the school district fiscal consultant.
- d. Named the law firms of Knutson, Flynn, & Deans, Ratwik, Roszak & Maloney P.A., Rupp, Anderson, Squires & Waldspurger, P.A. and Grell, Feist, Prince, PLC, as the school district legal counsel.
- e. Named the auditing firm of MMKR Certified Public Accountants as the school district auditing firm.
- f. Named Julie Cink, Executive Director of Business Services, to perform the clerical duties of the Board Clerk pursuant to Minnesota Statute 123B.14 and shall be named Assistant Board Clerk.
- g. Authorized Dr. Teri Staloch, Superintendent of Schools, and Julie Cink, Executive Director of Business Services, to lease, purchase and contract for goods and services within the budget as approved by the board, provided that any transaction in an amount exceeding the minimum amount for which bids are required, must first be authorized by the board and must fulfill other applicable requirements pursuant to Minnesota Statutes governing municipal contracting and that informal quotation be required, when possible, for all purchases exceeding \$25,000.
- h. Designated Debra Anderson as the school district's Special Education Director, Jeff Holmberg as the school district's Federal Programs Coordinator, Jeff Holmberg as District LEA (ESEA Programs), and Jim Quiram as Data Practices Compliance Officer.
- i. Delegated Julie Cink, Executive Director of Business Services, the authority to make electronic transfers and in addition, the appropriate documentation, including written confirmation from the financial institution and proper request and approval form for the transfer, shall be retained by the Executive Director of Business Services.
- j. Directed the administration to publish the "Annual Notification of Rights, Protection and Privacy of Student Records" in the official newspapers of the district.
- k. Designated Dr. Teri Staloch to act as at the Identified Official with Authority (IOwA) for Prior Lake-Savage Area Schools 0719-01. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for our local education agency (LEA).

Motion carried: 7 - 0

Board members discussed board compensation for 2021.

A motion was made by Stacey Ruelle, seconded by Jonathan Drewes, to approve the annual school board member compensation at \$6,000 per year, plus \$20 per meeting for official standing committee assignments, district wide committee assignments, and external committees and agency representatives (unless compensated by agency), as appointed by the chair with the exception of certified negotiator, which will be compensated at \$50 per meeting. The board chair will receive an additional \$500, the board vice-chair/clerk will receive an additional \$300 and the board treasurer will receive an additional \$300 for service during the year. School board member compensation shall be paid semi-annually at the request of the individual member. Committee meeting reimbursement shall be paid once at the completion of the year of service.

Motion carried: 7 - 0

Board members have discussed committee structure and memberships on board committees. After review, the board took a five-minute recess to update the committee roster prior to board action.

A motion was made by Michael Nelson, seconded by Mary Frantz, to approve the following board committee assignments for 2021:



INDEPENDENT SCHOOL DISTRICT  
Prior Lake-Savage Area Schools

## 2021 School Board Committees

<b>Internal Board Committees:</b>		
<b>Internal Board Committees:</b>	<b>Duties of Board Member</b>	<b>Board Reps 2021</b>
Executive Committee	<ul style="list-style-type: none"> <li>▪ Work session and business meeting agendas</li> <li>▪ Board evaluation processes</li> <li>▪ Superintendent relations and evaluation processes</li> <li>▪ Emergency items not able to be addressed by full board in a timely basis</li> <li>▪ Negotiations</li> <li>▪ Media interactions in situation</li> </ul>	Board Chair: Stacey Ruelle  Board Vice-Chair/Clerk: Michael Nelson  Board Treasurer: Jonathan Drewes
Finance, Facilities and Long Range Planning Committee	<ul style="list-style-type: none"> <li>▪ Provide consultation regarding the district's finances and long range planning model</li> <li>▪ Review/Recommend action relative to the district's facilities</li> <li>▪ Review/Recommend action relative to the district's long range 10 year operations model (LTFM)</li> <li>▪ Provide consultation regarding district financial options and long-range facility planning to the entire board.</li> </ul>	1. Julie Bernick 2. Jonathan Drewes 3. Mary Frantz
Public Engagement and Legislative Committee	<ul style="list-style-type: none"> <li>▪ Issues related to public engagement and decision-making processes, key strategies and promises from such engagement in alignment with the IAP2 Framework.</li> <li>▪ Work with Superintendent/Director of Communications regarding legislative issues.</li> <li>▪ Advocate for and monitor legislation that impacts the education of students and shall provide updates to the entire board regarding issues that affect the district.</li> </ul>	1. Amy Crosby 2. Enrique Velázquez 3. Michael Nelson
Please note: The Policy Committee is a Committee of the Whole.		
<b>District-Wide Advisory Council Representatives</b>		
<b>District-Wide Advisory Council Representatives</b>	<b>Duties of Board Member</b>	<b>Board Reps 2021</b>
Community Crisis Response Team (CCRT)	<ul style="list-style-type: none"> <li>▪ Serves on committee</li> </ul>	1. Board Chair: Stacey Ruelle
District Curriculum Advisory Council (DCAC)	<ul style="list-style-type: none"> <li>▪ Serve on advisory council</li> <li>▪ Includes MN Statute Requirements such as World's Best Work Force (WBWF)</li> </ul>	1. Mary Frantz 2. Amy Crosby
Minnesota Center for Advanced Professional Studies (MNCAPS)	<ul style="list-style-type: none"> <li>▪ Serve on advisory council</li> </ul>	1. Julie Bernick
Community Education Services Advisory Council	<ul style="list-style-type: none"> <li>▪ Serve on advisory council</li> <li>▪ Community partnership representative</li> <li>▪ District Wellness events</li> </ul>	1. Jonathan Drewes
Early Childhood Family Education Advisory Council	<ul style="list-style-type: none"> <li>▪ Serve on advisory council</li> </ul>	1. Michael Nelson
Special Education Advisory Council (SEAC)	<ul style="list-style-type: none"> <li>▪ Serve on advisory council</li> </ul>	1. Enrique Velázquez

External Agency and Association Representatives	Duties of Board Member	Board Reps 2021
SW Metro Intermediate District	▪ Attend agency meetings	1. Enrique Velázquez
Schools for Equity in Education (SEE)	▪ Attend agency meetings	1. Amy Crosby
Metro ECSU (Educational Cooperative Service Unit)	▪ Attend agency meetings	1. Mary Frantz
MSHSL (Minnesota State High School League) and 3AA Rep.	▪ Attend agency meetings	1. Stacey Ruelle
SCALE (Scott County Area Leaders for Efficiency)	▪ Attend agency meetings	1. Jonathan Drewes
Association of Metropolitan School Districts (AMSD)	▪ Attend agency meetings	1. Stacey Ruelle 2. Michael Nelson

As some of the committee structure is somewhat different than those listed in Policy 213, this will be reviewed at the upcoming study session. It will be a review/first read on January 25, 2021 with a second/final read and board action on February 8, 2021.

Motion carried: 7 – 0

The board discussed the meeting and procedures format in terms of board/administrative reports, new business, meeting location, meeting start times, handouts, agendas, time designations, presentations, treasurer’s report, consent agenda, Laker Pride/Special Recognition/Showcase, comments and requests from visitors in the open forum, voting on issues presented for the first time, building reports, etc. The board will hold one regular meeting and one study session per month with both meetings being open to the public. Additional board study sessions and in-services will be scheduled as needed. **Please note: Starting in July of 2021, all scheduled board meetings (regular and study sessions) will begin at 6:00 p.m.**

Additional in-service dates will be added to the board calendar, as follows:

- Board Development
- June Board Retreat

A motion was made by Mary Frantz, seconded by Jonathan Drewes, to adjourn.

Motion carried: 7 – 0

The meeting adjourned at 7:03 p.m.

Michael Nelson, Vice-Chair/Clerk  
 Independent School District 719  
 4540 Tower Street SE  
 Prior Lake, MN 55372

MN/mw