

# LEGAL NOTICE

## CANBY SCHOOL BOARD MINUTES: MINUTES: JANUARY 8, 2024 INDEPENDENT SCHOOL DISTRICT #891 CANBY PUBLIC SCHOOL

### 1.0 Opening of Meeting:

- 1.1 **Call to Order:** Chair Nathan Thorpe called the meeting to order at 5:30 p.m.
- 1.2 **Roll Call:** Present: Full, Thorpe, Bueltel, Fairchild, Leppke Absent: Kockelman
- 1.3 **Welcome Visitors and Guests:**
- 1.4 **Approval of the Agenda:** Motion by Leppke, second Fairchild to approve the agenda, motion passed 5-0.

### 2.0 Board Action

- 2.1 **Nominations / Election for the Office of 2024 Board Chair:** Director Full nominated Nathan Thorpe as Board Chairperson, no other nominations, nominations ceased, and Nathan Thorpe was elected board chair.
- 2.2 **Nominations / Election for the Office of 2024 Board Vice Chair:** Director Full nominated Angela Leppke for Vice Board Chairperson, no other nominations, nominations ceased, and Angela Leppke was elected board Vice Chair.
- 2.3 **Nominations / Election for the Office of 2024 School Board Clerk:** Director Leppke nominated Brenda Full as Clerk, no other nominations, nominations ceased, and Brenda Full was elected board Clerk.
- 2.4 **Nominations / Election for the Office of 2024 School Board Treasurer:** Director Full nominated Tricia Bueltel as Treasurer, no other nominations, nominations ceased, and Tricia Bueltel was elected Treasurer.
- 2.5 **Construction Bids:** Motion by Leppke, second Bueltel, to approve bids; 8B, 8D, 9B, 9E, 9F, 9G, 11A, 21A, 31A, 32A, 31B
- 2.6 **Board of Education Compensation:** Motion by Full to raise the monthly meeting rate and committee rate to \$100.00 per meeting and the full day rate to \$300.00 per day, Suzanne Fairchild amended the motion to set the monthly meeting and committee pay at \$85.00 and full day meetings at a rate of \$175.00, motion seconded by Bueltel, motion carried 5-0.
- 2.7 **2024 School Board Meetings Dates and Times:** Motion by Leppke, second Bueltel to approve the first and third Monday of each month with adjustments made for restricted days per the calendar presented, motion carried 5-0.
- 2.8 **2024 Fund Balance Goal:** Motion by Leppke, second Fairchild, to set the boards unreserved fund balance goal at twenty-five percent, motion carried 5-0.
- 2.9 **2024 Board Committee Assignments:** Motion by Full, second Bueltel to approve the committee assignments, motion carried 5-0. (Attachment A)
- 2.10 **Resolution Directing Superintendent to Make Reductions in Programs and Positions and Reasons Therefore:** Member Full introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ADMINISTRATION TO MAKE RECOMMENDATIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFORE BE IT RESOLVED, by the School Board of Independent School District No. 891, State of Minnesota, as follows:

WHEREAS, the financial condition of the school district dictates that the school board must reduce expenditures immediately, and

WHEREAS, this reduction in expenditure must include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

HEREBY, We direct the Superintendent of Canby Public Schools ISD #891 to make recommendations for adjustments in curriculum, programs and staff for the 2023-2024 school year.

The motion for the adoption of the foregoing resolution was duly seconded by Member Bueltel and upon vote being taken thereon, the following voted in favor thereof: Fairchild, Leppke, Bueltel, Full, Thorpe and the following voted against: 0

Absent: Kockelman

whereupon said resolution was declared duly passed and adopted.

- 2.11 **Approval of the Minutes:** Motion by Leppke, second Fairchild, to approve the minutes from the regular board meeting on December 18, 2023, motion carried 5-0.
- 2.12 **Ratification of the 2023-2024, and 2024-2025 Master Agreement between the Canby Principal Association and School District ISD 891:** Motion by Thorpe, second Bueltel to approve the proposed contract, motion carried 5-0.
- 2.13 **Approve billed dated 12-22-23 & 1-4-24**

|                     |    |              |
|---------------------|----|--------------|
| General: 01         | \$ | 105,456.81   |
| Debt Redemption: 07 | \$ | 929,936.25   |
| Total:              | \$ | 1,035,393.06 |

### 3.0 Consent Agenda

- 3.1 **Approval of Consent of Agenda:** Motion by Full, second Fairchild to approve the Consent Agenda, motion carried 5-0.
- 3.2 Designate Official Depository as First Security Bank Canby N.A.
- 3.3 Set Daily Meal Allowance at \$60.00 per day for greater MN, \$90.00 per day for the seven county Metropolitan Area (Anoka, Washington, Hennipin, Ramsey, Carvery, Scott, Dakota) and out of state.
- 3.4 Designate the Canby News as the official newspaper.
- 3.5 Designate Kennedy and Graven as the district's primary legal counsel, and provide permission for the Superintendent and School Board Chair to contact counsel when needed.
- 3.6 Set mileage reimbursement rate at the IRS standard rate.
- 3.7 Approve superintendent as Director of Transportation
- 3.8 Approve superintendent as Local Education Authority (LEA)
- 3.9 Authorize Superintendent to Invest: Authorize Superintendent or designee to invest school funds pursuant to MN Statutes and approve the collateral from financial institutions, and to approve the MSBA Minnesota Liquid Asset Funds and PMA for investment purposes.
- 3.10 Approve the Superintendent Ryan Nielsen, Business Manager Brandi Full, Accounts Payable Lorie Hoffman, and Payroll/Benefits specialist Dana Mamer to make wire transfers when necessary.
- 3.11 **Donations:** (Attachment D)

### 4.0 Removed Consent Items

### 5.0 Board Discussion / Reports

#### 5.1 Administrative Reports

- 5.1.1 Elementary Principal Mr. Arndt gave an updated on the VPK application.
- 5.1.2 7-1 Principal Dr. Slaba: Nothing to report.
- 5.1.3 Superintendent Nielsen: Mr. Nielsen provided an update on the water damage the high school received on December 24 and that he is working with the insurance company to resolve the damage.
- 5.2 **Negotiations Committee:** The negotiations committee met with the Principal Association on January 3, at 7:15 a.m. in the district office. The committee met and negotiated a tentative agreement with the CPA.

### 6.0 Communication

- 6.1 MSBA Convention January 11-12.
- 6.2 **Meet and Confer:** Monday, January 22
- 6.3 **Next Board Meeting:** Monday, January 22 at 5:30 p.m.

- 7.0 **Adjournment:** Having no additional business to discuss or act upon, the chairman adjourned the meeting at 7:25 p.m. Leppke, second Bueltel, motion carried 5-0.