

1  
2 St. Anthony-New Brighton School District 282  
3 Organizational Meeting  
4 Tuesday, January 7, 2014 – 7:00 p.m.  
5 St. Anthony Village City Council Chambers  
6 3301 Silver Lake Road – St. Anthony, MN 55418  
7

8 MINUTES  
9

0 **1. Call to Order – 7:00 p.m.**

1 Presenter: Barry Kinsey, Chair  
2

3 **2. Approval of Agenda**

4 Recommended Motion: "...to approve the agenda for the January 7, 2014, Organizational  
5 Meeting of the School Board, as presented."

6 Made by: Don Siggelkow, Seconded by: Mike Volna. Motion Carries  
7

8 **3. Election of Officers**

9 *The Chair will call for nominations from the floor for the office of Chair. No second is required.*  
0 *After a call for further nominations, if none are stated, the Chair will declare the nominations*  
1 *closed. A vote is called in the following manner: "Those in favor of 'candidate's name' signify*  
2 *by saying 'aye'. Those opposed? The ayes have it, (Candidate) is elected chair.*  
3

4 At this time, the gavel is passed to the newly elected Chair. The same procedure is then  
5 followed for the offices of Vice Chair, Clerk and Treasurer.

6 Presenter: Board Chair  
7

8 A. Chair: **Leah Slye**  
9 Made by: Barry Kinsey; Approval: Motion Carries  
0

1 B. Vice Chair: **Andrea Scamehorn**  
2 Made by: Don Siggelkow; Approval: Motion Carries  
3

4 C. Clerk: **Don Siggelkow**  
5 Made by: Mike Volna; Approval: Motion Carries  
6

7 D. Treasurer: **Mike Volna**  
8 Made by: Laura Oksnevad; Approval: Motion Carries  
9

0 **4. Re-Affirmation of School Board Ethics:**

1 Recommended Motion: "...to reaffirm our role as school board members in the St. Anthony-  
2 New Brighton School District as it pertains to the ISD #282 Code of Ethics Policy #209"

3 Made by: Barry Kinsey Seconded by: Mike Volna Approval: Motion Carries  
4

5 **5. Organizational Business:**

6 A. Regular Meetings

7 Recommended Motion: "...to set regular business meetings on the first Tuesday of each  
8 month when school is in session. As much as possible and practical, these meetings will  
9 be held in the St. Anthony Village Council Chambers. Additional regular business meetings  
0 may be set as needed or as warranted by items requiring board action that surface  
1 throughout the fiscal year. These additional regular meetings will be formally set at a  
2 regular meeting and held in the HS/MS Media Center or other location as announced. All  
3 regular meetings will begin at 7:00 p.m. and are time-certain until 10:30 p.m. (no new action  
4 item may be discussed after 10 p.m. unless the time-certain meeting ruling is suspended).  
5

6 All routine items will be included in the *Consent Agenda*. There shall be a 10-minute  
7 *Communications Break*. All items requiring action by the School Board shall, when at all  
8 possible, be placed at the beginning of the agenda.

9 Made by: Andrea Scamehorn Seconded by: Laura Oksnevad Approval: Motion Carries  
0

1 B. Work Sessions

2 Recommended Motion: "...to hold work sessions on the third Tuesday of each month when  
3 school is in session and at other times as needed. Work sessions will be held in the  
4 HS/MS Media Center unless otherwise announced and will begin at 7:00 p.m./ or at a time  
5 of day as arranged that best suits the topics planned for discussion."

6 Made by: Don Siggelkow Seconded by: Mike Volna Approval: Motion Carries  
7

8 C. Payment of Bills

9 Recommended Motion: "...that *Payment of Bills* will be approved by the board as part of  
0 the *Consent Agenda* at regular School Board Meetings. At times when this practice is not  
1 timely or practical, *Payment of Bills* and other routine business actions may be authorized  
2 by the Superintendent of Schools or Director of Business Services."

3 Made by: Mike Volna Seconded by: Barry Kinsey Approval: Motion Carries  
4

5 D. Meeting Minutes

6 Recommended Motion "...that the School Board Secretary shall keep an accurate record of  
7 all minutes on file in the District Office. Minutes must be posted on the District website.  
8 Action items and the corresponding votes will be posted in the official newspaper of the  
9 School District."

0 Made by: Don Siggelkow Seconded by: Andrea Scamehorn Approval: Motion Carries  
1

2 E. Official Newspaper

3 Recommended Motion: "...to designate the St. Anthony Bulletin as the official newspaper of  
4 the School District."

5 Made by: Barry Kinsey Seconded by: Laura Oksnevad Approval: Motion Carries  
6

7 F. Bank Depositories

8 Recommended Motion: "...to designate M.S.D.L.A.F., Bremer Bank, U.S. Bank  
9 Minneapolis, N.A., MN Trust, Wells Fargo, N.A., PMA Financial Network, and Associated  
0 Bank, as bank depositories for the School District."

1 Made by: Mike Volna Seconded by: Don Siggelkow Approval: Motion Carries  
2

3 G. Electronic Transfers:

4 Recommended Motion: "...to authorize the Superintendent and/or Director of Business  
5 Services to make electronic transfers pursuant to MN Statute 471.28, Subsection 3."

6 Made by: Andrea Scamehorn Seconded by: Laura Oksnevad Approval: Motion Carries  
7

8 H. Authorization to Invest Funds:

9 Recommended Motion: "...to authorize the Superintendent and/or Director of Business  
0 Services to invest funds in accordance with MN Statute 475.66"

1 Made by: Don Siggelkow Seconded by: Mike Volna Approval: Motion Carries  
2  
3  
4  
5  
6

7 I. Committee Appointments

8 Recommended Motion: "...to designate the Chairperson of the Board to review all member  
9 appointments in January and identify the position which require new appointments prior to  
0 the first February board meeting.

1 Made by: Laura Oksnevad Seconded by: Andrea Scamehorn Approval: Motion Carries

2  
3 J. Mileage Reimbursement

4 Recommended Motion: "...to authorize mileage reimbursement rate paid of employees for  
5 authorized use of private automobiles at the current Internal Revenue Service rate."

6 Made by: Andrea Scamehorn Seconded by: Barry Kinsey Approval: Motion Carries

7  
8 K. Member Compensation

9 Recommended Motion: "...to authorize \$4,000 annually for each School Board member,  
0 plus an additional \$800 per year for the Chair. All members of the board may receive per  
1 diem payments over the salaries established by the Board of Education for attending  
2 meetings of AMSD, WMEP, union negotiations, and such other meetings as may be  
3 approved by the board, and which take the member away from his/her regular obligations  
4 of regular workday or which are held on Saturday or Sunday. Said compensation for the  
5 per diem payment is \$30 per day for up to four hours and \$50 per day in excess of four  
6 hours."

7 Made by: Barry Kinsey Seconded by: Don Siggelkow Approval: Motion Carries

8  
9 L. Listening Sessions

0 Recommended Motion: "...to approve regular Listening Sessions for Members of the  
1 School Board to meet with the public in advance of regular board meetings 30 minutes prior  
2 to each regularly scheduled board meeting for a period of time not to exceed 20 minutes in  
3 length."

4 Made by: Andrea Scamehorn Seconded by: Laura Oksnevad Approval: Motion Carries

5  
6 6. Authorization to Use Current Check Signer Plate

7 Recommended Motion: "...to authorize the business office to continue the use of the current  
8 check signer plate for salary and accounts payable checks until plates with the new signatures  
9 are received."

0 Made by: Mike Volna Seconded by: Don Siggelkow Approval: Motion Carries

1  
2 7. Resolution Authorizing the Superintendent or School Board Chair to Hire Legal Counsel

3 Recommended Motion: "...to designate Knutson, Flynn and Deans, P.A. as the official legal  
4 counsel of the School District and to approve a resolution to employ legal counsel as follows:

5  
6 **WHEREAS**, from time to time matters arise which require consultation with legal counsel; and  
7 **WHEREAS**, the School Board may not have time to meet specifically to hire legal counsel for a  
8 particular circumstance that has arisen and, therefore, a general authorization to contact legal  
9 counsel is necessary; and  
0 **WHEREAS**, the School Board reserves the right to hire any legal counsel of its choice for any  
1 particular matter;

2  
3 **NOW, THEREFORE BE IT RESOLVED** by the School Board of Independent School District  
4 282 as follows: That the Superintendent and School Board Chair hereby are authorized to  
5 contact legal counsel as needs require.

6 Made by: Andrea Scamehorn Seconded by: Mike Volna Approval: Motion Carries

8. Next Regular Meeting

- January 7, 2014, after this Organizational Meeting was adjourned.

9. Adjournment: 7:16 p.m.

Respectfully submitted,

Kim Lannier

ATTEST:



Don Siggelkow, School Board Clerk