

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF EDUCATION
BEMIDJI AREA SCHOOLS
JANUARY 9, 2023**

The special meeting of the Board of Education, Bemidji Area Schools, Bemidji, Beltrami/Hubbard Counties, Minnesota, was held on Monday, January 9, 2023, at 5:30 p.m., in the District Office Board Room.

MEMBERS PRESENT: Ann Long Voelkner, Jenny Frenzel, Justin Hoover, Julie Laitala, Anna Manecke, Dave Wall and Superintendent Jeremy Olson
Student Representatives: Nick Rautio and Holly Vind

MEMBERS ABSENT: None

CALL TO ORDER: (5:30 p.m.)

Administer Oath of Office to New Board Members

Acting Chair Ann Long Voelkner administered the Oath of Office to Jenny Frenzel, Anna Manecke and Dave Wall.

Approval of Agenda

The motion was offered by Justin Hoover, seconded by, Dave Wall, and carried by all in attendance to approve the agenda.

Organization of the Board

A. Elections

A motion was offered by Justin Hoover, seconded by Anna Manecke, to change the current board chair election process. This would eliminate the need to be on the board for two years to be chair. This motion was not voted on, motion fails.

An amended motion was offered by Justin Hoover, seconded by Anna Manecke and carried by Justin Hoover, Anna Manecke, and Dave Wall to include striking that new members need to be added to the end of the list when voting for chair. This motion fails.

1. **Chairperson** Ann Long Voelkner Presiding

Ann Long Voelkner was nominated by Julie Laitala, and not seconded, nomination fails.

2. **Vice Chairperson** – Acting Chairperson Ann Long Voelkner Presiding

Justin Hoover was nominated by Anna Manecke, he declines the position, motion fails.

Dave Wall was nominated by Justin Hoover

Jenny Frenzel was nominated by Julie Liatala

Voting for Wall: Anna Manecke, Justin Hoover, Dave Wall

Voting for Frenzel: Julie Laitala, Jenny Frenzel, Ann Long Voelkner

Nomination fails

Chairperson and Vice Chairperson

Jenny Frenzel nominated Ann Long Voelkner for Chair and Jenny Frenzel for Vice Chair, there is no second, nomination fails.

Julie Laitala was nominated Ann Long Voelkner for Chair and Dave Wall for Vice Chair, Dave Wall second, and voted yes by Julie Laitala, Anna Manecke, Dave Wall and Ann Long Voelkner, voted no by Justin Hoover and Jenny Frenzel. Nominations pass.

3. Clerk

Jenny Frenzel was nominated by Anna Manecke, seconded by Dave Wall, and upon vote being taken, Jenny Frenzel was duly elected to that office.

Yes votes are as follows: Jenny Frenzel, Justin Hoover, Julie Laitala, Anna Manecke, Dave Wall, Ann Long Voelkner

4. Treasurer

Julie Laitala was nominated by Justin Hoover, seconded by Jenny Frenzel, and upon vote being taken, Julie Laitala was duly elected to that office.

Yes votes are as follows: Jenny Frenzel, Justin Hoover, Julie Laitala, Anna Manecke, Dave Wall, Ann Long Voelkner

The motion was offered by Julie Laitala, seconded by Jenny Frenzel, and carried by all in attendance to authorize Krisi Fenner, Director of Business Services, to perform the duties of Treasurer of the School Board.

B. Other Organizational Considerations

1. School Board Member Compensation

The motion was offered by Dave Wall, seconded by Anna Manecke, and carried by all in attendance to set the compensation received by School Board Members for the 2023 calendar year at \$525 per month.

2. School Board Chairperson Compensation

The motion was offered by Julie Laitala, seconded by Justin Hoover, and carried by all in attendance to set the compensation received by the School Board Chairperson for the 2023 calendar year at \$675 per year.

3. Table Negotiator Compensation

The motion was offered by Anna Manecke, seconded by Justin Hoover, and carried by all in attendance to set the compensation received by the School Board Table Negotiators for the 2023 calendar year at \$525 per year.

4. Regular Monthly Meetings – Date and Time

The motion was offered by Jenny Frenzel, seconded by Julie Laitala, and carried by all in attendance that the regular meetings of the Board of Education be held on the third Monday of the month, at 6:30 p.m., in the District Office Board Room. Special Meetings shall be held as needed.

5. **Appoint Committee Assignments**

The motion was offered by Julie Laitala, seconded by Anna Manecke, and carried by all in attendance to accept the committee assignment list as presented with the addition of Dave Wall being on the LEIC committee.

6. **Enabling Act**

The motion was offered by Anna Manecke, seconded by Justin Hoover, and carried by all in attendance establishing the Enabling Act for the guidance of the Superintendent as follows:

- a. to maintain a Petty Cash Fund of \$100 for various small expenditures, which are required from time-to-time and which by the nature, would make it inconvenient to go through regular channels of the Board. The Director of Business Services is appointed as custodian of this fund;
- b. to certify payment of membership in state and national organizations whose functions support the educational program;
- c. to certify reimbursement for expenses of School Board Members, the Superintendent, and other school personnel to such state and national meetings as it may seem advisable to attend;
- d. call the officers of the Board as a special committee on ways and means between regular Board Meetings on the Superintendent's own initiative or at the request of a Member of the Board;
- e. to employ/discharge nonlicensed personnel, to certify wages and salaries from payment in accordance with schedules adopted by the Board, and to administer the provisions of the negotiated agreements;
- f. to accept employee resignations when deemed to be in the best interest of District No. 31;
- g. to certify to the officers for their facsimile signatures such items as:
 - (1) payment of items covered by contract with the Board of Education,
 - (2) payment of emergency bills in which it appears that financial loss or hardship will follow if there is a delay in payment,
 - (3) payment of bills carrying penalties or discount,
 - (4) payment of regular or reoccurring bills;
- h. to lease, purchase and contract for goods and services within the budget as approved by the Board, provided that any transaction in an amount of which bids are required must first be specifically authorized by the Board and fulfill all other applicable requirements of Minnesota Statute. Under the provisions of M.S. 123B.52, Subd. 1, the Director of Business Services is also authorized to perform these actions;
- i. to make short-term investments of surplus current funds in legally approved securities. The Director of Business Services is also authorized to perform these actions;
- j. to transfer monies on a continuing basis from a fund receiving a service or supply to another fund granting the services or supply. This authorization shall include only those transfers that are for supplies or services;
- k. to conduct day-to-day operations of the district, not specifically covered above, in accordance with the terms of the Superintendent's contract, Board Policy, and appropriate state and federal statutes;

- l. pursuant to M.S. 123B.02, Subd. 18, the School Board authorizes the Director of Business Services to make payment of claims prior to Board approval and requires that payments made prior to the Board approval be acted upon at the next Board meeting;
- m. delegate the Director of Business Services the authority to make electronic transfers and approve electronic transfers made by other initiators;
- n. to sign grants on behalf of the school district when deemed to be in the best interest of District No. 31;
- o. to delegate the Director of Business Services the authority to refinance existing bonds when deemed to be in the best interest of District No. 31;
- p. to authorize the Director of Business Services to enter into emergency management agreements with organizations in the county, including the American Red Cross, in emergency situations;
- q. to authorize the Superintendent to accept donations with a value of up to \$500 on behalf of the Board.

7. Legal Advertising Quotations

The motion was offered by Julie Laitala, seconded by, Jenny Frenzel, and carried by all in attendance awarding the quotation for legal advertisements for 2023 to The Bemidji Pioneer in the amount of \$9.00 S.A.U. for the first insertion and \$8.15 S.A.U. for subsequent insertions.

8. Name Board's Legal Counsel and Authorized Contacts

The motion was offered by Dave Wall, seconded by Anna Manecke, and carried by all in attendance to accept Rupp, Anderson, Squires, Waldspurger and Mace, P.A. as the Board's legal counsel and Superintendent Olson and Superintendent Olson's designee as authorized Contacts.

9. Depository Resolution

Justin Hoover offered the following resolution and moved its adoption:

DEPOSITORY RESOLUTION

BE IT RESOLVED, that we, the Board of Directors of Independent School District No. 31, Bemidji, Beltrami and Hubbard Counties, Minnesota, at a meeting held on January 9, 2023, do hereby designate as depositories of district funds those national, insured state banks or thrift institutions as defined in 51A.54, Subdivision 23, and the MSDLAF family of accounts, and the PMA Financial Network, Inc. family of accounts, for a period beginning the 31st of January 2023, and ending on the 30th of January 2024.

BE IT FURTHER RESOLVED, that in accordance with M.S. 123B.14. Subdivision 3, the Treasurer is authorized to exercise the powers of this governing body in designating the depositories of such funds. This authorization is subject to the right to said Board of Directors to modify, vacate, or revoke at any time.

The motion for the adoption of the foregoing resolution was duly seconded by Anna Manecke, and upon vote thereon a tabulation of votes is as follows:

AYES: Anna Manecke, Jenny Frenzel, Julie Laitala, Dave Wall, Justin Hoover, Ann Long Voelkner

NOES: None
ABSENT: None

WHEREUPON, said resolution was declared passed and adopted.

Adjournment

The motion was offered by Julie Laitala, seconded by Jenny Frenzel, and carried by all in attendance to adjourn. Time: 7:12 pm

Jenny Frenzel, Clerk

Date Approved

Ann Long Voelkner, Chair

Date Approved