

**MINUTES
BOARD OF EDUCATION
St. Cloud Area School District 742
St. Cloud, Minnesota
January 5, 2026**

A meeting of the Board of Education of St. Cloud Area School District 742 was held on Monday, January 5, 2026, at District 742 Administration Office, 1201 South Second Street, Waite Park, Minnesota, for the purpose of reorganization.

The meeting was called to order at 5:00 p.m. by 2025 Board Chair Shannon Haws with the following Board Members present: Gina Acevedo, Scott Andreasen, Natalie Copeland (Ringsmuth), Zach Dorholt, Diana Fenton, Shannon Haws, Heather Weems.

I. APPROVAL OF REORGANIZATION MEETING AGENDA

Moved by Andreasen, seconded by Copeland to approve the agenda.

On roll call, the following voted “aye: Acevedo, Andreasen, Copeland, Dorholt, Fenton, Haws, Weems. Motion carried.

II. (ACTION) - ELECTION OF OFFICERS

- A. Moved by Andreasen, seconded by Copeland to nominate Shannon Haws as Chair.
There were no further nominations.

On roll call, the following voted “aye:” Acevedo, Andreasen, Copeland, Dorholt, Fenton, Haws, Weems. Motion carried. Haws was declared Chair and assumed the position.

- B. Moved by Haws, seconded by Andreasen to nominate Zach Dorholt as Vice-Chair.
There were no further nominations.

On roll call, the following voted “aye:” Acevedo, Andreasen, Copeland, Dorholt, Fenton, Haws, Weems. Motion carried. Dorholt was declared Vice-Chair.

- C. Moved by Fenton, seconded by Copeland to nominate Heather Weems as Clerk.
There were no further nominations.

On roll call, the following voted “aye:” Acevedo, Andreasen, Copeland, Dorholt, Fenton, Haws, Weems. Motion carried. Weems was declared Clerk.

- D. Moved by Haws, seconded by Dorholt to nominate Scott Andreasen as Treasurer.
There were no further nominations.

On roll call, the following voted “aye:” Acevedo, Andreasen, Copeland, Dorholt, Fenton, Haws, Weems. Motion carried. Andreasen was declared Treasurer.

III. (ACTION) - REMUNERATION FOR BOARD MEMBERS

Moved by Weems, seconded by Copeland to table a motion for an increase in the monthly compensation and yearly budget for Board members for 2026 until all of the bargaining groups have completed negotiations as the board normally suggests the average amount of the increases for all bargaining groups.

On roll call, the following voted “aye: Acevedo, Andreasen, Copeland, Dorholt, Fenton, Haws, Weems. Motion carried.

IV. (ACTION) - SET A TIME, DAY, AND PLACE FOR REGULAR MEETINGS OF THE BOARD OF EDUCATION

Moved by Andreasen, seconded by Copeland to approve the proposed 2026 Board of Education meeting schedule.

On roll call, the following voted “aye: Acevedo, Andreasen, Copeland, Dorholt, Fenton, Haws, Weems. Motion carried.

V. REVIEW APPOINTMENTS BY BOARD CHAIR - BOARD OF EDUCATION STANDING COMMITTEES

Board Chair Haws made the following Board Member appointments to the Board of Education Standing Committees:

AGENDA PLANNING COMMITTEE

Shannon Haws (Chair)
Zach Dorholt (Vice-Chair)
Third Board Member (on a rotating basis)
Dr. Laurie Putnam, Superintendent
Dr. Jason Harris, Assistant Superintendent of Secondary Education
Nikki Hansen, Assistant Superintendent of E-5 Learning
Dani Mehr, Executive Director of Special Education
Shannon Avenson, Executive Director of Community Ed & Community Partnerships
Amy Skaalerud, Executive Director of Finance and Business Services
Tracy Flynn Bowe, Executive Director of Human Resources and General Counsel
Katie Herrboldt, Executive Director of Innovation and Technology Services
Matthew Boucher, Executive Director of Operations

ACHIEVEMENT, INTEGRATION AND EQUITY COMMITTEE

Diana Fenton, Chair
Scott Andreasen
Natalie Copeland

BOARD DEVELOPMENT, POLICY AND GOVERNANCE COMMITTEE

Zach Dorholt, Chair
Scott Andreasen
Diana Fenton

BOARD FINANCE AND AUDIT COMMITTEE

Heather Weems, Chair
Scott Andreasen
Gina Acevedo
Selected Community Member

LEGISLATIVE COMMITTEE

Gina Acevedo, Chair
Zach Dorholt
Diana Fenton

PERSONNEL & NEGOTIATIONS COMMITTEE

Natalie Copeland, Chair
Shannon Haws
Heather Weems

VI. REVIEW APPOINTMENTS BY BOARD CHAIR – SCHOOL BOARD APPOINTMENTS TO DISTRICT COMMITTEES AND ORGANIZATIONS

Board Chair Haws made the following School Board Appointments to District Committees/Organizations:

Association of Metropolitan School Districts (AMSD)	Gina Acevedo
Community Education Advisory Council	Scott Andreasen
District Advisory Committee	Natalie Copeland
District 742 Finance Study Group	Scott Andreasen
Early Childhood Advisory Committee	Diana Fenton
GraNet Fiber Optics Joint Powers Board	Scott Andreasen Gina Acevedo
Labor Management Committee	Shannon Haws
Minnesota State High School League	Shannon Haws

VII. (INFORMATION) – BOARD POLICY 210 – CONFLICT OF INTEREST – SCHOOL BOARD MEMBERS

In accordance with Board Policy 210, Board Members were reminded to complete the Annual School Board Conflict of Interest Disclosure Form.

VIII. (ACTION) – BOARD DESIGNATES THE OFFICIAL NEWSPAPER

The Administration recommends that St. Cloud Live be designated as the official newspaper for publication of official proceedings for 2026.

Moved by Weems, seconded by Fenton to approve St. Cloud Live be designated as the official newspaper for publication of official proceedings.

On roll call, the following voted “aye: Acevedo, Andreasen, Copeland, Dorholt, Fenton, Haws, Weems. Motion carried.

IX. (ACTION) - CONSENT AGENDA

Moved by Andreasen, seconded by Copeland to approve the Consent Agenda.

A. Board Appoints Legal Counsel

The Administration recommends the Board of Education Appoint the following firms to serve as School District Legal Counsel for the 2026 calendar year; that advice to the Board shall be at the discretion of the Board Chair, and advice to the District other than advice to the Board shall be at the discretion of the Superintendent or Board Chair as appropriate. The hourly rates listed are dependent upon services required:

1. Squires, Waldspurger & Mace, P.A. - General Counsel, \$235 - \$280/per hr.
2. Quinlivan & Hughes, P.A. - General Counsel, \$195 - \$285/per hr.
3. Evenson Decker, P.A. (Previously Franz, Hultgren, Evenson, P.A.) - Property Issues, \$300 - \$425/per hr.
4. Ford and Harrison - Immigration Counsel, \$380/per hr. and \$4,000 for H-1B Filing Cases

B. Signature Plates

Authorize the Business Office to continue to use the present signature plates until the new plates, with the new Board Officers’ signatures, arrive. There is always a waiting period in securing new plates.

C. Authorization to Make Payment Prior to Board Meeting

Authorize the District Business Office/Accounts Payable Department to process checks for payment of goods and services on a weekly basis prior to Board approval. All payments will be summarized for Board approval at their regular meeting. This

policy allows the District to take advantage of discount privileges, vendor contract terms or timely payment with the 35 day requirement as mandated by state statute.

- D. Designation of Amy Skaalerud, Executive Director of Finance and Business Services
Authorize and designate Amy Skaalerud, Executive Director of Finance and Business Services, to sign legal/financial reports/documents/financial transactions/imprest fund documents and to resolve issues with financial institutions in addition to the authorized check signers, on behalf of the Board of Education of District 742.
- E. Designation of Laurie Putnam, Superintendent
Authorize and designate Laurie Putnam, Superintendent, to sign legal documents on behalf of the Board of Education of District 742.
- F. Authorization to Make Investments, Transfers, and Withdrawals
Authorize Amy Skaalerud, Executive Director of Finance and Business Services; David Cooney, Controller; and Josh Bentley, Accounting Coordinator, to make investments, transfers and withdrawals from checking/savings via wire transfers to other financial institutions.
- G. Authorization to Sign Stop Payments
Authorize Amy Skaalerud, Executive Director of Finance and Business Services; David Cooney, Controller; and Josh Bentley, Accounting Coordinator, and Megan Daniel, Accountant, to sign stop payments.
- H. Authorization to Make Telephone and Wire Transfers and Electronic Fund Transfers
Authorize Amy Skaalerud, Executive Director of Finance and Business Services; David Cooney, Controller; and Josh Bentley, Accounting Coordinator, and Megan Daniel, Accountant, to make telephone and wire transfers and electronic fund transfers to and from Bremer Bank of St. Cloud, Minnesota Liquid Asset Fund, US Bank, and Associated Bank.
- I. Authorization for David Cooney, Controller
Authorize David Cooney, Controller, to sign purchasing contracts on behalf of the Board of Education of District 742.
- J. Authorization to Make Purchases by Credit Card
Authorize Megan Daniel, Christine Hatch, Brenda Overboe, Shannon Czeck, David Cooney, Jolene Kadlec, Theresa Loch-Thoele, Penny Goetz, Amanda Brill, Josh Bentley, Jennifer Stueve, Tiffney Groess, Jan McGuire, and Natasha Villette-Smelter to make purchases by credit card.
- K. Authorization to Authorize User Access to Minnesota Department of Education's Secure Website
Authorize Laurie Putnam, Superintendent, and Amy Skaalerud, Executive Director of Finance and Business Services, to authorize user access to Minnesota Department of Education's secure websites.

L. Chair Signature Policy

Authorize and designate the Board Chair and/or Clerk (as appropriate) to sign documents, in accordance with law, when signifying actions properly approved by the Board upon presentation of the appropriate certification tying the document to the Board action specifically authorizing the action.

M. Board Designates Depositories

Designate depositories, by accounts, for the 2026 calendar year, including depositories for investments, as follows:

- US Bank (Payroll/Operating Account and Payable Investments)
- Minnesota Liquid Asset Fund, Minnesota School Boards Association (Investments)
- Associated Bank/MN Trust (Investments)
- Ehler's (Investments)

N. Authorization to Sign Employment Certificates

Authorize Amy Skaalerud, Executive Director of Finance and Business Services, to sign employment certificates for students working on school days during school hours.

On roll call, the following voted "aye: Acevedo, Andreasen, Copeland, Dorholt, Fenton, Haws, Weems. Motion carried.

X. **ADJOURNMENT OF REORGANIZATION MEETING**

Moved by Weems, seconded by Copeland to adjourn the Board Meeting at 8:41 p.m. All Board members stated "aye".

Heather Weems, Clerk

These minutes are not official until reviewed and approved by the Board of Education.