



## Independent School District #883

### Organizational Meeting

January 6, 2025

Chair Gordee called the meeting to order at 5:30 p.m.

#### **Pledge of Allegiance**

The meeting opened with the Pledge of Allegiance.

#### **Board Roll Call**

Members present: *Gordee, Johnson, Morgan, Hillstrom, Praska, and Sjodin*. Also present were Director of Business Operations Mike McNulty, Administrative Assistant Courtney Neibert, and *Superintendent Jeff Ridlehoover*.

#### **CEREMONIAL OATH OF OFFICE & SCHOOL BOARD**

The board members conducted the School Board Member Oath of Office.

#### **APPROVAL OF AGENDA**

*Motion by Johnson seconded by Hillstrom to approve the agenda as presented. Motion passed unanimously.*

#### **ELECTION OF SCHOOL BOARD OFFICERS**

School Board members were elected as the officers as follows:

- **Chair:** Eric Gordee. Johnson motioned to nominate Gordee as Chair. Hearing no other nominations, Elected by Acclamation.
- **Vice Chair:** Jessica Johnson. Hillstrom motioned to nominate Johnson as Vice-Chair. Hearing no other nominations, Elected by Acclamation.
- **Clerk:** Jamie Hillstrom. Praska motioned to nominate Hillstrom as Clerk. Hearing no other nominations, Elected by Acclamation.
- **Treasurer:** Chris Morgan. Sjodin motioned to nominate Morgan as Treasurer. Hearing no other nominations, Elected by Acclamation.

## COMMITTEES AND BOARDS

- **Renewal of Memberships:** Hillstrom motioned, seconded by Sjodin to renew the following district memberships for the 2025-26 school year as presented. Motion passed unanimously
  - AMSD Member since 2015
  - CMERDC Member since 1981
  - MN Rural Education Association (MREA) Member since 2014
  - MN School Board Association Member for many decades (no record found on start date)
  - Resource Training and Solution Member since 1992
  - Schools Advocating for Fair Funding Member since 1979
- **Board Committee Assignments:** The Board discussed and assigned the various committees and assignments. Johnson motioned, seconded by Gordee to renew the following district memberships for the 2025-26 school year as presented. Motion passed unanimously
  1. Finance Committee - (3) Morgan, Gordee, Sjodin
  2. Policy Committee - (3) Johnson, Hillstrom, Praska
  3. District Operations - (3) Gordee, Morgan, Praska
  4. Negotiations - (3) Johnson, Sjodin, Hillstrom
  5. Facilities Committee - (2) Gordee, Morgan
  6. Continuing Education Committee - (2) Johnson, Hillstrom
  7. Curriculum, Instruction and Assessment Committee - (2) Praska, Gordee
  8. Community Education Advisory Board - (2) Morgan, Sjodin
  11. Committee At-Large - (3) Johnson, Hillstrom, Sjodin
  12. Communications Committee - (3) Gordee, Hillstrom, Sjodin
  13. Minnesota State High School League (MSHSL) - (2) Sjodin, Hillstrom
  14. Chamber Committee - (2) Hillstrom, Sjodin
  15. Legislative/MSBA Delegate Assembly - (2) Hillstrom, Gordee
  16. Association of Metro School Districts - (2) Gordee, Johnson
  17. Meeker & Wright Special Education Cooperative - (2) Johnson, Sjodin
  18. Northwest Suburban Integration School District - (2) Gordee, Praska
  19. Schools Advocating for Fair Funding (SAFF)/Minnesota Rural Education Association (MREA) - (2) Hillstrom (SAFF), Praska (MREA)

## EFFICIENT & EFFECTIVE OPERATIONS

- Hillstrom motioned to **Delegate the Statutory Duties of Clerk to the Executive Assistant.** This includes keeping the book of minutes of all district school board meetings, and preparation of reports that shall include the condition and value of school district property, receipts, and disbursements in detail and such other financial matters that may be called for by the commissioner of the Minnesota Department of Education. Praska seconded. Motion passed unanimously.
- Morgan motioned to **Delegate the Statutory Duties of Treasurer to the School District Director of Business Operations or Superintendent.** This includes depositing funds of the district in the official depository and preparing the monthly treasurer's report. Sjodin seconded. Motion passed unanimously.

- Morgan motioned to approve a **Resolution Authorizing the School District CFO, Director of Business Operations to Make Deposits, Pay Expenses, Invest and Transfer Funds in the best interest of the district with a clarification to include Superintendent.** This includes the authority to invest and wire funds issue checks between board meetings to pay bills so as to be eligible for discounts, deadlines, etc., with payment of the same to be approved by the school board at the next meeting at which payments of claims are approved. The motion for the adoption of the resolution was duly seconded by Member Johnson. On a roll call vote, the following voted in favor: Hillstrom, Sjodin, Johnson, Praska, Gordee, Morgan. And the following voted against: None. Resolution passed.
- Gordee motioned to approve a **Resolution Authorizing the Use of Facsimile Signatures on payroll and voucher checks** in accordance with the provisions of Minn. Statutes 47.41 and 47.42 by roll call. The motion for the adoption of the resolution was duly seconded by Member Johnson. On a roll call vote, the following voted in favor: Hillstrom, Sjodin, Kneeland, Praska, Gordee, Morgan. And the following voted against: None. Resolution passed.
- **Compensation for School Board Members** Gordee motioned to make a change to include a stipend of \$300 for the Board Vice Chair. Morgan seconded. Motion passed unanimously.

Sjodin motioned to approve the school board compensation with the inclusion of a stipend for the Vice Chair. Praska seconded. Motion passed unanimously.

- **Designating Time and Place of meetings.** All School Board meetings, unless otherwise noted, will be held in the District Office Board Room. The official posting place for school board meeting notices is in the hallway glass cases by the entrance to the district office. The board meets on the third Monday of the month for regular meetings starting at 5:30 pm unless otherwise stated. The following changes were discussed and implemented.

#### **2024**

July 15, 2024	Work Session - 5:30 p.m.
July 15, 2024	Regular Meeting - 6:30 p.m.
August 5, 2024	Work Session - 5:30 p.m.
August 19, 2024	Regular Meeting - 5:30 p.m.
September 16, 2024	Work Session - 5:30 p.m.
September 16, 2024	Regular Meeting - 6:30 p.m.
October 7, 2024	Work Session - 5:30 p.m.
October 21, 2024	Regular Meeting - 5:30 p.m.
November 25, 2024	Work Session - 5:30 p.m.
November 25, 2024	Regular Meeting - 6:30 p.m.
December 2, 2024	Work Session - 5:30 p.m.
December 16, 2024	Regular Meeting (Truth in Taxation Hearing) - 5:30 p.m.

#### **2025**

January 6, 2025	Organizational Meeting - 5:30 p.m.
January 22, 2025	Work Session - 5:30 p.m. ( <i>moved due to MLK Jr. Day</i> )
January 22, 2025	Regular Meeting - 6:30 p.m.
February 3, 2025	Work Session - 5:30 p.m.

February 19, 2025	Regular Meeting - 5:30 p.m. ( <i>moved due to President's Day</i> )
March 17, 2025	Work Session - 5:30 p.m.
March 17, 2025	Regular Meeting - 6:30 p.m.
April 7, 2025	Work Session - 5:30 p.m.
April 21, 2025	Regular Meeting - 5:30 p.m.
May 19, 2025	Work Session - 5:30 p.m.
May 19, 2025	Regular Meeting - 6:30 p.m.
June 16, 2025	Work Session - 5:00 p.m. - Superintendent Evaluation
June 16, 2025	Regular Meeting - 6:30 p.m.

Praska motioned, seconded by Hillstrom, to approve the time and place of meetings as presented. Motion passed unanimously.

- **Designating Official Media Outlet.** Praska motioned, seconded by Sjodin, to designate the Wright County Journal Press as the official media outlet. Motion passed unanimously.
- **Designating Official Depositories.** Morgan motioned, Gordee seconded, the following as the designated official depositories of the District:
  - Bankwest, Rockford
  - PMA Securities, Inc.
  - Associated Bank

Motion passed unanimously.

- **Designating Legal Counsel.** The board needs to designate official legal counsel for the school district with an option to seek advice outside of area in times of litigation. It is recommended to have firms:
  1. Kennedy & Graven
  2. Ratwik, Roszak and Maloney P.A.
  3. Squires, Waldspurger & Mace, P.A.

Persons authorized to contact legal counsel include the Board Chair, the Superintendent, the Director of Business Services.

Johnson motioned to approve the official legal counsel as presented. Morgan seconded. Motion passed unanimously.

### **BOARD AND SUPERINTENDENT UPDATES AND ANNOUNCEMENTS**

Mayors, City Administrators and Legislators Roundtable: Monday, January 6, 2025 at 7:00 pm in the District Office Board Room

MSBA Conference: January 16 & 17, 2025 at 8:00 am at the Minneapolis Convention Center

Board of Education Work Session: Wednesday, January 22, 2025 at 5:30 pm in the District Office Board Room

Regular Meeting of the Board of Education: Wednesday, January 22, 2025 at 6:30 pm in the District Office Board Room

Johnson motioned to adjourn the meeting at 5:57 p.m. Hillstrom seconded. Motion carried unanimously.

*Courtney Neibert*  
*Recorder*

*Jamie Hillstrom*  
*Clerk*