

**MINUTES
SPECIAL MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #239**

The special organizational meeting of the Rushford-Peterson School District #239 was called to order by Chairperson John Linder at 5:30 p.m. on Monday, January 7, 2019, at the Rushford-Peterson Schools Forum Room, 1000 Pine Meadows Lane, Rushford, MN.

Members Present: Chris Grindland, Valarie Howe, Joyce Iverson, John Linder, Jeff Michel, Bonnie Prinsen and Kathy Wade

Members Absent: None

Administration Present: Superintendent Charles Ehler, Lisa Lawston & Jake Timm

The pledge of allegiance was recited.

Moved by Howe, seconded by Grindland to adopt the agenda. Motion carried unanimously.

The following motions apply to the 2019 Calendar Year:

John Linder called for nominations for Chairperson.

Howe nominated John Linder for Chairperson. Chairperson Linder called for nominations three times. No other nominations were made. John Linder is Chairperson for the 2019 calendar year.

Howe nominated Joyce Iverson for Vice-Chairperson. Chairperson Linder called for nominations three times. No other nominations were made. Joyce Iverson is Vice-Chairperson for the 2019 calendar year.

Iverson nominated Valarie Howe for Treasurer. Chairperson Linder called for nominations three times. No other nominations were made. Valarie Howe is Treasurer for the 2019 calendar year.

Iverson nominated Bonnie Prinsen for Clerk. Chairperson Linder called for nominations three times. No other nominations were made. Bonnie Prinsen is Clerk for the 2019 calendar year.

Moved by Prinsen, seconded Grindland to set the meeting dates and times as follows; the third Monday of each month with the exception of the January and February meetings that will be held on the fourth Monday of the month due to Martin Luther King Jr. Day in January and President's Day in February. Meetings will begin at 5:30 PM in the Forum Room. Motion carried unanimously.

Moved by Prinsen, seconded by Iverson, keep the following 2018 calendar year amounts the same for 2019: Chairperson (\$1,000 per year) Vice-Chairperson (\$750 per year), Clerk: (\$750 per year) Treasurer: (\$750 per year) Directors (\$700 per year); Out-of-District meeting pay: Half-day meetings: \$35, Full-day meetings: \$75. Motion carried unanimously.

Moved by Howe, seconded by Michel, to designate the Tri-County Record, Rushford, MN, as the official Newspaper. Motion carried unanimously.

Moved by Wade, seconded by Grindland, to name the following as Official Depository Banks: General Fund at Rushford State Bank, Middle School Activity Fund at Rushford State Bank, High School Activity Fund at Merchants Bank, Investments at Merchants Bank, Rushford State Bank, Minnesota School, District Liquid Asset Fund Plus & Robert W. Baird & Co., Inc. Motion carried unanimously.

Moved by Iverson, seconded by Prinsen, to designate Ratwik, Roszak and Maloney as Legal Counsel. Motion carried unanimously.

Moved by Howe, seconded by Wade to authorize Business Manager Toni Oian, Accounting Clerk Assistant Laura Hahn and Superintendent Ehler to invest cash reserves and make electronic transfers. Motion carried unanimously.

Moved by Howe, seconded by Grindland to designate the accounting and clerical duties of Board Clerk and Board Treasurer to District Office Staff (Toni Oian, Business Manager, Laura Hahn, Accounting Clerk and Accounts Payable Clerk). Motion carried unanimously.

Moved by Iverson, seconded by Wade to approve the 2019 Committee Assignments and Designated Representatives as follows:

Community Education Advisory ---- Joyce Iverson & Kathy Wade
Facilities ----- Chris Grindland, Joyce Iverson & Bonnie Prinsen
Budget & Finance—Chris Grindland, Valarie Howe & Toni Oian
HVED -----Valarie Howe
Insurance -----Chris Grindland, John Linder & Jeff Michel
Legislative ----- Joyce Iverson, John Linder & Bonnie Prinsen
Meet & Confer --- John Linder & Bonnie Prinsen
MSHSL -----Bonnie Prinsen
Negotiations ---- Chris Grindland, Valarie Howe, & John Linder
Q Comp ----- Kathy Wade
R-P Foundation Committee ---- Joyce Iverson, John Linder & Kathy Wade
School Policies -- Chris Grindland, Joyce Iverson & Bonnie Prinsen
Staff Development ---- Valarie Howe
Technology -----Valarie Howe
Transportation -- Chris Grindland, John Linder & Jeff Michel
Wellness ----- Joyce Iverson
Safety Committee ---- Jeff Michel & Kathy Wade
Motion carried unanimously.

Moved by Wade, seconded by Iverson to approve the following: If and when the existing Purchase Agreement for the Peterson school site is terminated, District administration is authorized to immediately proceed with selling the site by whatever means Administration deems appropriate. With a roll call vote of 7:0, motion carried unanimously.

Moved by Howe, seconded by Prinsen to approve payment of Wieser Brother's Pay App# 28 in the amount of \$50,817. Motion carried unanimously.

Interview questions for the upcoming Superintendent Interviews were discussed.

Moved by Iverson, seconded by Prinsen to approve the first interview questions and Superintendent hiring process. Motion carried unanimously.

Moved by Prinsen, seconded by Wade to approve the upcoming special meetings for the Superintendent Interview / Hire process: Tuesday, January 22, 2019, 5:30 PM in the Forum Room – special meeting to select applicants to interview, Thursday, January 31 and Friday February 1, 2019, time TBD – special meetings for the first round of interviews. Motion carried unanimously.

The superintendent job description was reviewed and changes were made.

Moved by Grindland, seconded by Prinsen to approve the Superintendent job description with changes. Motion carried unanimously.

Moved by Prinsen, seconded by Howe to table the discussion of the second round of interviews and second interview questions. Motion carried unanimously.

The board designated Bonnie Prinsen as the board member who will call references on February 4th.

INFORMATION:

Tuesday, January 22, 2019 – Special meeting to select candidates for interviews – 5:30 PM - Forum Room

Monday, January 28, 2019 – Regular Monthly Board Meeting – 5:30 PM – R-P School’s Forum Room

Moved by Grindland, seconded by Wade, to adjourn the special meeting at 6:38 PM. Motion carried unanimously.

John Linder, Chairperson

Bonnie Prinsen, Clerk