

MINUTES OF THE REGULAR MEETING OF THE SCHOOL BOARD
Independent School District No. 750
Cold Spring, Minnesota
January 5, 2026

The regular meeting of the School Board of Independent School District No. 750 was called to order by Chair Bohnsack at the ROCORI District Office Boardroom at 6:30 pm.

Board Members present: Jenna Kollar, Kayla Nierenhausen, Lynn Schurman, Jennifer Bohnsack,
Matt Thompson, Robin Vettleson

Board Members absent: None

The Pledge of Allegiance was recited.

A motion by Lynn Schurman to approve the agenda, seconded by Matt Thompson.

Member Kayla Nierenhausen requested to remove item B.6 Student Representative to the school board from the consent agenda for further discussion. Amended Motion to approve the agenda with that change was made by Kayla Nierenhausen, seconded by Lynn Schurman. Motion carries unanimously.

Board Chair Bohnsack called for nominations for the Board Chair officer position.

Jennifer Bohnsack nominated Robin Vettleson for board chair.

Matt Thompson nominated Kayla Nierenhausen for board chair.

Votes for Robin Vettleson: Jennifer Bohnsack, Robin Vettleson, Lynn Schurman

Votes for Kayla Nierenhausen: Matt Thompson, Kayla Nierenhausen, Jenna Kollar

With a tied vote of 3-3, Chair Bohnsack will run the rest of the meeting and re-visit this vote at the end.

Board Chair Bohnsack called for nominations for the Board Vice Chair position.

Matt Thompson nominated Lynn Schurman for board vice chair.

Hearing no further nominations, the recommendation was made to close nominations, and a unanimous vote was cast for Lynn Schurman.

Lynn Schurman accepted the nomination and was appointed as 2026 Board Vice Chair.

Board Chair Bohnsack called for nominations for the School Board Treasurer position.

Jennifer Bohnsack nominated Matt Thompson for School Board Treasurer.

Hearing no further nominations, the recommendation was made to close nominations, and a unanimous vote was cast

for Matt Thompson.

Matt Thompson accepted the nomination and was appointed as 2026 Board Treasurer.

Board Chair Bohnsack called for nominations for the School Board Clerk position.

Jenna Kollar nominated Jenna Kollar as School Board Clerk.

Hearing no further nominations, the recommendation was made to close nominations, and a unanimous vote was cast for Jenna Kollar.

Jenna Kollar accepted the nomination and was appointed as 2026 School Board Clerk.

A discussion centered on the committee assignments.

The Board Chair confirmed Committee assignments:

(the full list of committee assignments is on file in the district office)

The Board discussed its meeting procedures and format. No changes recommended.

A discussion on whether there is a need to have an in-service, training, or work session experience was held.

The board members reviewed the per diem rate for 2026. The rates were set for 2025 at \$333 per month for chair, \$304 for Treasurer, \$278 for all other members. Board negotiators received \$1,521 annually. The board decided to increase the school board per diem rate for 2026 to \$342 per month for chair, \$312 for Treasurer, \$285 per month for all other members. Board negotiators will receive \$1562 annually.

A motion by Matt Thompson to approve an increase to the 2025 listed per diem rates by 2.73% (*equal to the state aid increase for 2026*) Seconded by Lynn Schurman, the motion carries unanimously.

The school board reviewed the board meeting dates for 2026. It was decided to change the October meeting to October 19th and change the time of the meetings to 5:30 pm

A motion by Lynn Schurman to approve the school board meeting schedule with the above-mentioned changes, seconded by Jennifer Bohnsack. The motion carries unanimously.

A motion was made by Lynn Schurman, seconded by Jennifer Bohnsack, to approve the following Organizational Consent Agenda items:

1. Board Spokesperson

Existing board policy 221 indicates that the School Board Chair will be the official spokesperson for public information. The potential for a change in leadership at this meeting necessitates confirmation of the role of the Chair as spokesperson for the School Board. Recommend confirmation of the Board Chair as the official spokesperson of the board.

2. Authorization of Signature Plates

With the reorganization of the School Board, signature plates for checks and official district business

must be authorized.

Recommend authorization of signature plates to reflect the positions elected earlier in the meeting.

3. Expenditure Authorization

As a practice, the ROCORI School Board has expected the Superintendent and Director of Business Services to conduct district business within the parameters of the budget that has been approved and authorized. It would be appropriate, however, for the school board to formalize the practice with specific action to authorize the Superintendent and Director of Business Services to make expenditures within the budget parameters.

Recommend authorizing the Superintendent and Director of Business Services to make expenditures for the ROCORI School District within the budget parameters.

4. Development of Inventory and Accounting System

The Superintendent or such other school official as designated by the Superintendent or the school board shall be responsible for the development and maintenance of an inventory of the fixed assets of the school district and for the establishment and maintenance of a formal fixed asset accounting system.

The fixed asset threshold is \$10,000 per individual item. For group purchases for technology, furniture, or other equipment that is purchased per quantity that may otherwise be below the individual item threshold, the total threshold is \$25,000.

The accounting system shall be operated in compliance with the applicable provisions of the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts. (UFARS)

Recommend approving the inventory and accounting system as presented.

5. Clerk Authorization

Authorize the Administrative Assistant to the Superintendent to take the official meeting minutes and to sign documents for the School Board Clerk if the clerk is unattainable and immediate action or signature is required.

Recommend authorizing the Administrative Assistant to the Superintendent to take meeting minutes and sign documents in the clerk's absence.

6. Official Publication

The Cold Spring Record has been the official publication for the school district. The Record meets the requirements of school districts in regard to public reporting processes.

Recommend naming the Cold Spring Record as the official publication for district records.

7. Authority To Make Electronic Transfers

The School Board has traditionally delegated the authority to make electronic transfers to officials within the district office. In the past, the School Board has authorized the Superintendent, Director of Business Services, and the Executive Assistant to the Superintendent to make electronic transfers for the district.

Recommend authorizing the Superintendent, Director of Business Services, and Executive Assistant to make electronic transfers for calendar year 2026.

8. Official Depositories For Calendar Year 2026

The Granite Bank of Cold Spring, PMA/MN Trust, and the Minnesota School District Liquid Asset Fund have served as the official depositories for the district and it is recommended to continue with these agencies for calendar year 2026.

Recommend designating Granite Bank, PMA/MN Trust, and Minnesota School District Liquid Asset Fund as official depositories for the ROCORI School District.

9. Legal Counsel For Calendar Year 2026.

The ROCORI School District has, historically, used a variety of legal firms as legal counsel. The nature

of the particular issue requiring attention has dictated the legal firm consulted for advice and direction. The school district has used the legal firms of Ratwik, Rozak and Maloney, P.A, Knutson, Flynn & Deans, and Rupp, Anderson, Squires, & Waldspurger. Because of the relationships with these firms and the particular attorneys within these firms, it is recommended that these firms be named as legal counsel for calendar year 2026.

Recommend designating Ratwik, Rozak and Maloney, P.A.; Knutson, Flynn and Deans; and Rupp, Anderson, Squires, & Waldspurger as legal counsel for the ROCORI School District. It has been established that the district individuals to contact legal counsel will be the Superintendent, Board Chair or a designee.

10. IRS Standard Mileage Rate for 2026 is 72.5 cents per mile.

Recommend approving the standard mileage rate for 2026

A motion was made by Jennifer Bohnsack to approve the following resolution to contract with board member Lynn Schurman and Cold Spring Bakery for the calendar year 2026, Seconded by Matt Thompson.

RESOLUTION TO CONTRACT WITH A BOARD MEMBER

WHEREAS Lynn Schurman has a personal financial interest in, or will personally benefit financially from the sale or furnishing of said commodities or services and is also a member of the School Board, and

WHEREAS, said Board Member has filed an affidavit with the School District pursuant to Minnesota Statutes Section 471.89 stating that the contract price for said commodities or services is reasonable value thereof and is as low as or lower than the price at which the commodities or services could be obtained elsewhere,

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School

District No. 750, Minnesota, the claims of Cold Spring Bakery, Incorporated pursuant to Minnesota Statutes Section 471.88, Subd. 5 and 471.89 is hereby authorized to be paid for the calendar year 2025. See below Affidavit of Lynn Schurman.

BE IT FURTHER RESOLVED by the School Board of Independent School District No. 750 that the contract price is as low as or lower than the price at which the commodities or services could be obtained elsewhere.

AFFIDAVIT OF OFFICIAL INTERESTED IN CLAIM

STATE OF MINNESOTA, COUNTY OF STEARNS

Lynn Schurman, being duly sworn on oath, deposes and says that:

1. She is a School Board member of Independent School District No. 750, Cold Spring, Minnesota, and that she owns or otherwise has a personal financial interest in, or will personally benefit financially from, a sale by Cold Spring Bakery, Incorporated to Independent School District No. 750, Cold Spring, Minnesota.
2. The contract price and reasonable value of said commodities or services is set forth on the attached list.
3. I am personally financially interested or will personally benefit financially from the furnishing of such commodities or services for the following reason:
4. As Secretary/Treasurer to Cold Spring Bakery, Incorporated, to the best of my knowledge and belief the contract or sale price or price of said services furnished is as low or lower than the price at which the commodities or services could be obtained from other sources.

Board members in favor: Jenna Kollar, Kayla Nierenhausen, Jennifer Bohnsack, Robin Vettleson, Matt Thompson

Board members against: None

Board members abstain: Lynn Schurman

Board members absent: None

Member Lynn Schurman introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFORE for FY2027.

WHEREAS, the financial condition of the state of Minnesota (which provides the foundation aid for the school district) along with the overall financial condition of the school district dictate that the school board must fully consider reductions in expenditures and economies in the school district, and

WHEREAS, the school district anticipates some decreases or fluctuations in student enrollment by grade level and/or program area, and

WHEREAS, reductions in expenditures and/or decreases in student enrollment must include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts and other contracts must be terminated and not renewed and which teachers or other employees may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the School Board of Independent School District No. 750, as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and, as a result of any reductions in enrollment, make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member Kayla Nierenhausen and upon vote being taken thereon,

the following voted in favor thereof: Jenna Kollar, Kayla Nierenhausen, Lynn Schurman, Jennifer Bohnsack, Matt Thompson, Robin Vettleson

and the following voted against the same: None

Absent: None

whereupon said resolution was declared duly passed and adopted.

Item B.6 from the consent agenda was discussed regarding Policy 220 Student Representation on School Board. It was decided that this policy will go to the policy committee for review.

A motion to approve the Strategic Plan for 2026-2031 as presented was made by Jennifer Bohnsack, seconded by Robin Vettleson. Motion carries unanimously.

Chair Bohnsack called for comments and requests from visitors.

Upcoming events and activities were reviewed.

Board Chair Bohnsack called for nominations for the Board Chair officer position.

Jennifer Bohnsack nominated Robin Vettleson for board chair.

Matt Thompson nominated Kayla Nierenhausen for board chair.

Votes for Robin Vettleson: Jennifer Bohnsack, Robin Vettleson, Lynn Schurman

Votes for Kayla Nierenhausen: Matt Thompson, Kayla Nierenhausen, Jenna Kollar

Kayla Nierenhausen decided to decline the nomination of school board chair.

A new vote was cast.

Votes for Robin Vettleson: Lynn Schurman, Kayla Nierenhausen, Jennifer Bohnsack, Robin Vettleson

Votes against Robin Vettleson: Jenna Kollar, Matt Thompson

With a vote of 4-2, Robin Vettleson was appointed as 2026 Board Chair.

The meeting adjourned at 8:04 pm.

Respectfully submitted:

Jenna Kollar, Clerk