



Official Meeting Minutes

1. Call to Order

Board Chair Carrie Lounsberry called the meeting to order at 5:32 p.m.

2. Roll Call

Board Clerk Sarah Larsen took roll call.

| Board Member Attendance | Present | Absent |
|-------------------------|---------|--------|
| Member Lounsberry | X | |
| Member Dukes | X | |
| Member Warrick | X | |
| Member Klingner | X | |
| Member Niemioja | X | |
| Member Pierson | X | |
| Member Larsen | X | |

3. Pledge of Allegiance

Board Chair Carrie Lounsberry led the Pledge of Allegiance.

4. Approval of Agenda Items

Motion by Member Klingner and a Second by Member Warrick to approve the agenda items.

Motion Carried 7-0.

5. Consent Agenda

A motion carried to approve the consent agenda items. The consent agenda included approval of a Copier Lease Agreement, Student Activities Funding, and a Field Trip.

Motion by Member Pierson and a Second by Member Dukes to approve the consent agenda items.

Motion Carried 7-0.

6. Information Items

Superintendent Search Firm Selection

The Inver Grove Heights Schools Board of Education seeks to appoint a new superintendent for the 2026–2027 school year. The Board reviewed proposals from multiple superintendent search firms, evaluated their qualifications, and identified two finalists.

A. Hazard, Young, Attea & Associates (HYA)

The first superintendent search firm to present was Hazard, Young, Attea & Associates (HYA). The firm was represented by Lead Associate Dr. Deborah Taylor. Following the presentation, members of the ISD 199 Board of Education engaged in a question-and-answer discussion with the firm.

B. Minnesota School Boards Association (MSBA)

The second superintendent search firm to present was the Minnesota School Boards Association (MSBA), represented by Director of Leadership Development and Executive Search Barb Dorn. Following the presentation, members of the ISD 199 Board of Education engaged in a question-and-answer discussion with the firm.

Following presentations from both firms, the Board held a discussion on which search firm best meets the needs of the district.

7. Action Items

A. Superintendent Search Firm Selection

Board Chair Carrie Lounsberry introduced the recommendation to approve MSBA as the preferred Superintendent Search Firm.

Motion by Member Klingner and a Second by Member Pierson to approve MSBA as the preferred Superintendent Search Firm.

Motion Carried 7-0.

B. Resolution to Combine the Vice Chair and Treasurer Officer Positions of the School Board

Superintendent Dave Bernhardson introduced the recommendation to approve a Resolution to Combine the Vice Chair and Treasurer Officer Positions of the School Board.

Motion by Member Pierson and a Second by Member Larsen to approve a Resolution to Combine the Vice Chair and Treasurer Officer Positions of the School Board.

Motion Carried 7-0.

C. Annual Election of School Board Officers

Superintendent Dave Bernhardson initiated the annual election of the School Board Chair position.

I. Position of School Board Chair

Board Member Carrie Lounsberry and Board Member Liz Niemioja expressed

interest in being nominated for the position of School Board Chair. Board Member Sherry Warrick nominated Carrie Lounsberry for the position of School Board Chair.

Motion by Member Niemioja and a Second by Member Klingner to close nominations for the position of School Board Chair.

Motion Carried 7-0.

With two nominations, a roll call vote was required. District Office Coordinator Tracy Lautt assisted by calling each Board member's name to vote for the position of School Board Chair.

| Roll Call Rotation | Final Roll Call Vote |
|--------------------|----------------------|
| Carrie Lounsberry | Member Lounsberry |
| Liz Niemioja | Member Niemioja |
| Jake Klingner | Member Lounsberry |
| Shana Dukes | Member Niemioja |
| Sarah Larsen | Member Lounsberry |
| Darcie Pierson | Member Lounsberry |
| Sherry Warrick | Member Warrick |

Member Lounsberry - 5 Votes

Member Niemioja - 2 Votes

Board Member Carrie Lounsberry received the majority of votes.

Motion by Member Niemioja and a Second by Member Dukes to cast a unanimous vote for Member Lounsberry as School Board Chair.

Motion carried 7-0.

II. Position of School Board Vice Chair and Treasurer

Board Chair Carrie Lounsberry introduced the annual election of the School Board Vice Chair and Treasurer position. Jacob Klingner expressed interest in being nominated for the position of School Board Vice Chair and Treasurer. There were no other nominations.

Motion by Member Pierson and a Second by Member Warrick to close nominations for the position of School Board Vice Chair and Treasurer.

Motion carried 7-0.

Jacob Klingner being the only candidate nominated for School Board Vice Chair and Treasurer was declared elected by acclamation.

III. Position of School Board Clerk

Board Chair Carrie Lounsberry introduced the annual election of the School Board Clerk position. Shana Dukes expressed interest in being nominated for the position of School Board Clerk. There were no other nominations.

Motion by Member Niemioja and a Second by Member Larsen to close nominations for the position of School Board Clerk.

Motion carried 7-0.

Shana Dukes being the only candidate nominated for School Board Clerk was declared elected by acclamation.

8. Adjournment

Motion by Member Warrick and a Second by Member Klingner to adjourn the meeting.

Motion carried 7-0 to adjourn the meeting at 6:52 p.m.

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 199 (Inver Grove Heights Community Schools), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a special meeting of the school board of the ISD 199 School District duly called and held on the date therein indicated, a true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this 12th day of January, 2026.

School District Clerk