



Independent School District 761
Organizational School Board Meeting
Monday, January 5, 2026 5:30 PM

Charles S Crandall Center
Chambers
540 West Hills Circle
Owatonna, MN 55060

I. Call to Order

Present: Elizabeth Hedlund, Timothy Jensen, Ron Kubicek, Jolayne Mohs, Mark Sebring, Andrea Van Gelder, and Lori Weisenburger

Also present were Superintendent Tammy Champa and Student Representatives Ayoub Farah and Lowell Schultz.

II. Pledge of Allegiance

III. Approval of Agenda

Motion by Jensen, second by Mohs that the agenda be approved as presented.

AYE Unanimous

Motion carried.

IV. Election of Officers

IV.A. Office of Chairperson

Nomination by Mohs for Mark Sebring for the office of chairperson.

Weisenburger seconded the nomination.

Mark Sebring was the only candidate nominated for the office of chairperson, and Mark Sebring declared him elected.

IV.B. Office of Vice-Chairperson

Nomination by Sebring for Tim Jensen for the office of vice-chairperson. Mohs seconded the nomination.

Tim Jensen was the only candidate nominated for vice-chairperson, and Mark Sebring declared him elected.

IV.C. Office of Clerk

Nomination by Sebring for Andrea Van Gelder for the office of clerk. Mohs seconded the nomination.

Nomination by Hedlund for Elizabeth Hedlund for the office of clerk.

Those in favor of Andrea Van Gelder as clerk:

AYE 5 (Jensen, Kubicek, Mohs, Sebring, Weisenburger)

Those in favor of Elizabeth Hedlund for the office of clerk:

AYE 1 (Hedlund)

Mark Sebring declared Andrea Van Gelder elected as clerk.

IV.D. Office of Treasurer

Nomination by Sebring for Ron Kubicek for the office of treasurer. Mohs seconded the nomination.

Ron Kubicek was the only nomination for the office of treasurer, and Mark Sebring declared him elected.

V. Item(s): Board Action Requested - Organizational Items

V.A. School Board Committees

Motion by Sebring, second by Mohs that the Board approve the School Board committees as presented.

AYE Unanimous

Motion carried.

V.B. Representative for Title I Funding

Motion by Sebring, second by Jensen that the Board authorize Director of Teaching and Learning Julie Sullivan to make application and be the contact person for funds as provided under Title I, Public Law 103-382 for 2026.

AYE Unanimous

Motion carried.

V.C. Official Newspaper

Motion by Sebring, second by Mohs that the Board designate the Owatonna People's Press as the official newspaper for Owatonna Public Schools.

AYE Unanimous

Motion carried.

V.D. Regular School Board Meeting Schedule

Motion by Sebring, second by Van Gelder that the Board approve the 2026 meeting schedule as presented.

AYE Unanimous

Motion carried.

V.E. Legal Counsel

Motion by Sebring, second by Mohs that the Board designate Dorsey & Whitney and Ratwik, Roszak & Maloney and others as needed as the official legal counsel for the District.

AYE Unanimous

Motion carried.

V.F. Designating Depositories for School District Revenue

Motion by Sebring, second by Jensen that the Board approve Old National Bank and PTMA Financial as depositories for moneys necessary to meet payrolls, activity account moneys, and for school district revenues necessary to meet its general accounts, savings, and Federal Income Tax withholding obligations.

AYE Unanimous

Motion carried.

V.G. Designating Financial Institutions for School District Investments

Motion by Sebring, second by Mohs that the Board approve designating the financial institutions as listed to be authorized to invest district assets as requested and within all state and federal guidelines.

AYE Unanimous
Motion carried.

V.H. Authorizing Persons to Make Transfers

Motion by Sebring, second by Mohs that the Board authorize the Director of Finance and Operations, the Controller, or designee to deposit and withdraw money on behalf of the district to the checking and investment accounts.

AYE Unanimous
Motion carried.

V.I. Authorizing Cosigners of Checks and the Use of Check Signing Machine

Motion by Sebring, second by Mohs that the Board designate the cosigners of district checks to be its Chair, Clerk and Treasurer and for these signatures to be used on the district's check signing machine.

AYE Unanimous
Motion carried.

V.J. Board Member Compensation

Motion by Sebring, second by Jensen that the Board approve an annual compensation of \$4,000 per Board member to be dispersed over 24 pay periods, and an additional \$600 per year to the position of Chair and \$450 to the position of Vice-Chair.

AYE Unanimous
Motion carried.

V.K. Appointment of Deputy Treasurer

Motion by Sebring, second by Van Gelder that the Board appoint its Superintendent to serve as the Deputy Treasurer of the district to assist the elected Treasurer in carrying out his responsibilities.

AYE Unanimous
Motion carried.

VI. Adjournment

Motion by Sebring, second by Jensen that the School Board meeting be adjourned.

AYE Unanimous
Motion carried.

Meeting adjourned at 5:45 PM.

Andrea Van Gelder, School Board Clerk

Approval date: January 26, 2026