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**MISSION STATEMENT**  
**St. Cloud Area School District 742**

*The mission of St. Cloud Area School District 742 is to prepare all learners, in partnership with their families and the community, to live and contribute within a changing and diverse world.*

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Board of Education  
St. Cloud Area School District 742  
St. Cloud, Minnesota

January 3, 2012  
6:30 PM  
District 742 Administration Office  
1000 North 44<sup>th</sup> Avenue

*NOTE: If you have a disability, and need an accommodation in order to attend this event, please contact Student Services at v/tty, 202-6800, at least one week in advance of the meeting.*

**PLEDGE OF ALLEGIANCE**  
**ROLL CALL**

**BOARD REORGANIZATION MEETING AGENDA**

I. Meeting called to order by 2011 Chairperson Cindy Harner.

II. Election of Officers

- A. Chairperson
- B. Vice-Chairperson
- C. Clerk
- D. Treasurer

After election of Chairperson, that person should assume the Chair and conduct the balance of the meeting.

(NOTE: Written ballots may not be used unless the results and the vote of the individual Board Members are announced. All voting must be for the record.)

III. Remuneration for Board Members (ACTION)

Board compensation is generally set at the organizational meeting. A copy of the current Board of Education Policy No. 230, Board of Education Compensation and Related Benefits, is attached.

IV. A Time, Day, and Place for Regular Meetings of the Board of Education is Set (ACTION)

The 2011 Board of Education meeting structure consisted of one work session and one business meeting monthly. A brief Board Meeting followed by a Board Work Session was held at the District 742 Administration Offices on the second Wednesday of the month (unless otherwise noted) at 6:30 p.m. (Community Input from 6:15-6:30 p.m.); the Regular Board Meeting was held on the fourth Thursday of the month (unless otherwise noted) at St. Cloud City Hall (televised live on Cable Channel 6) at 7:00 p.m. Please note that only one Board of Education meeting is held during the months of July, November, and December. A proposed meeting schedule for 2012 is attached.

V. Board of Education Standing Committees (Appointments by Board Chair)

The Board of Education Chair will appoint Board Members to serve on Board Standing Committees. The following Board Standing Committee structure was in effect for the 2011 calendar year:

Board Committees & Members

**Agenda Planning Committee**

Cindy Harner (Chair)  
Les Green (Vice-Chair)  
Bruce Watkins (Superintendent)  
Dr. Julia Espe (Assistant Superintendent)  
Executive Directors

**Board Development Committee**

Cindy Harner, Chair  
Bruce Mohs  
Steve Sorensen

**Community Linkages Committee**

Bruce Mohs, Chair  
Bruce Hentges  
Peter Hamerlinck  
Community Members

**Finance and Audit Committee**

Jerry Von Korff, Chair  
Cindy Harner  
Steve Sorensen  
Community Member

**Integration and Equity Committee**

Les Green, Chair  
Jerry Von Korff  
Bruce Mohs

**Legislative Committee**

Bruce Hentges, Chair  
Peter Hamerlinck  
Steve Sorensen  
Parent/Community Members

**Personnel and Negotiations Committee**

Jerry Von Korff, Chair  
Cindy Harner  
Bruce Hentges

VI. Committee/Organization Liaison Appointments (Appointments by Board Chair)

The Board of Education Chair will appoint Board members to serve as liaisons to committees/organizations. A list of 2011 appointments is attached.

VII. School Board/School Liaison Procedure (INFORMATION/ACTION)

Board Policy 213.2 states that the Board of Education establishes a School Board/School Liaison Procedure whereby Board Members will attempt to visit certain schools in the District for the purpose of becoming better acquainted. Assignments will be for a two-year period, allowing for better continuity and relationship building, and to facilitate more interchange of ideas and planning at early childhood/community programs, primary, middle, and secondary school levels. Site groupings and Board assignments were as follows for the 2011 calendar year and will continue for 2012, in accordance with the policy.

|                          |                  |
|--------------------------|------------------|
| North, Apollo            | Cindy Harner     |
| South, Tech              | Peter Hamerlinck |
| Talahi, Riverwoods       | Jerry Von Korff  |
| Clearview, Lincoln       | Bruce Mohs       |
| Madison, Roosevelt       | Bruce Hentges    |
| Discovery, ALC, Oak Hill | Les Green        |
| Westwood, Kennedy        | Steve Sorensen   |

VIII. CONSENT AGENDA (ACTION)

A. Board Designates Depositories

The Board of Education designates depositories, by accounts, for the 2012 calendar year, including depositories for investments. The following should be designated:

|             |                           |
|-------------|---------------------------|
| US Bank     | Payroll Account           |
|             | Accounts Payable          |
|             | Student Activity Accounts |
|             | Investments               |
| Bremer Bank | Investments               |
|             | Scholarship Account       |

|   |                           |
|---|---------------------------|
| Wells Fargo   | Student Activity Accounts |
| TCF Bank  | Student Activity Accounts |
| Stearns Bank  | Student Activity Account  |
| Minnesota Liquid Asset Fund,<br>Minnesota School Boards Association | Investments               |
| MN Trust  | Investments               |
| American Heritage National Bank                                     | Student Activity Accounts |
| Associated Bank   | Investments               |

**B. Board Designates the Official Newspaper**

The Administration recommends that the St. Cloud Times be designated as the official newspaper for publication of official proceedings.

**C. Board Appoints Legal Counsel**

The Administration recommends the Board of Education appoint the following firms to serve as School District Legal Counsel for the 2012 calendar year; that advice to the Board shall be at the discretion of the Board Chair, and advice to the District other than advice to the Board shall be at the discretion of the Superintendent or Board Chair as appropriate. The hourly rates listed are dependent upon services required:

|  |   |
|--|---|
| Ratwik, Roszak and Maloney, P.A.       | General Counsel, \$80 - \$200/per hr.   |
| Quinlivan & Hughes, P.A.               | General Counsel, \$75 - \$150/per hr.   |
| Neils, Franz, Chirhart, P.A.           | Property Issues, \$135 - \$260/per hr.  |
| Knutson, Flynn & Deans, P.A.           | Bond & Election Counsel \$75 - \$178/per hr.  |
| Roberts Immunization Law Offices, Inc. | Immigration - \$1,500 flat fee for filing<br>of H-1B or \$175/per hr. for other matters |

**D. Signature Plates**

Authorization is requested to allow the Business Office to continue to use the present signature plates until the new plates, with the new Board Officers' signatures, arrive. There is always a waiting period in securing the new plates.

**E. Authorization to Make Payment Prior to Board Meeting**

Authorization is requested for the District Business Office/Accounts Payable Department to process checks for payment of goods and services on a weekly basis prior to Board approval. All payments will be summarized for Board approval at their regular meeting. This policy allows the District to take advantage of discount privileges, vendor contract terms or timely

payment with the 35 day requirement as mandated by state statute.

F. Designation of Kevin Januszewski, Executive Director of Business Services

Authorization is requested to designate Kevin Januszewski, Executive Director of Business Services, to sign legal/financial reports/documents/financial transactions/imprest fund documents on behalf of the Board of Education of District 742.

G. Designation of Bruce Watkins, Superintendent

Authorization is requested to designate Bruce Watkins, Superintendent, to sign legal documents on behalf of the Board of Education of District 742.

H. Authorization to Make Investments, Transfers, and Withdrawals

Authorization is requested for Kevin Januszewski, Executive Director of Business Services; Amy Skaalerud, Controller; and Sandra Dachtera, Accountant; to make investments, transfers and withdrawals from checking/savings via wire transfers to other financial institutions.

I. Authorization to Sign Stop Payments

Authorization is requested for Kevin Januszewski, Executive Director of Business Services; Amy Skaalerud, Controller; and Sandra Dachtera, Accountant, to sign stop payments.

J. Authorization to Make Telephone and Wire Transfers

Authorization is requested for Kevin Januszewski, Executive Director of Business Services; Amy Skaalerud, Controller; and Sandra Dachtera, Accountant; to make telephone and wire transfers from Bremer Bank of St. Cloud and Minnesota Liquid Asset Fund to and from US Bank.

K. Authorization for Amy Skaalerud, Controller

Authorization is requested to designate Amy Skaalerud, Controller, to sign purchasing contracts on behalf of the Board of Education of District 742.

L. Chair Signature Policy

Authorization is requested to designate the Board Chair and/or Clerk (as appropriate) to sign documents, in accordance with law, when signifying actions properly approved by the Board upon presentation of the appropriate certification tying the document to the Board action specifically authorizing the action.

Bruce Watkins  
Superintendent