

ISD 110 School Board Annual Organizational Meeting

Monday, January 5, 2026 7:00 PM

Waconia Public Schools - District Office - Conf Rm A, 512 Industrial Blvd.,
Waconia, MN 55387

1. CALL TO ORDER, ADOPTION OF AGENDA, and NOTATION OF MEMBERS IN ATTENDANCE and PLEDGE OF ALLEGIANCE

2. ELECTION OF 2026 ISD 110 BOARD OF EDUCATION OFFICERS

2.A. Election of 2026 ISD 110 Board Chair **Presenter:** Acting
Chair Amott

2.A.1. Acting Chair calls for nominations (3
times)

2.A.2. Acting Chair closes nominations

2.B. Election of 2026 ISD 110 Board Vice Chair/Clerk **Presenter:** 2026 Chair

2.B.1. 2026 Chair calls for nominations (3
times)

2.B.2. 2026 Chair closes nominations

2.C. Elect 2026 ISD 110 School Board Treasurer **Presenter:** 2026 Chair

2.C.1. 2026 Chair calls for nominations (3
times)

2.C.2. 2026 Chair closes nominations

3. CONSENT AGENDA

3.A. Designate Outside Firms to Represent School
District 110:

3.A.1. Legal Counsel/Firms
RECOMMENDATION: Appoint Squires, Waldspurger, &
Mace, P.A., Kennedy & Graven Chartered, and
Melchert, Hubert, Sjodin, PLLP as the District
110 Legal Counsel.

3.A.2. Official Newspaper
RECOMMENDATION: Designate the Waconia Patriot as
official school newspaper for District 110.

3.A.3. Financial Investment and Designated
District Depositories
RECOMMENDATION: Old National Bank of Waconia,
Security Bank of Waconia, MN Trust, Associated
Bank, and Hometown Bank be designated as
depositories for the funds of this District.
Representatives of this district are hereby
authorized to open or caused to be open an
account or accounts with said institutions of
such terms, conditions, and agreements as shall
be required by said institutions; to endorse or
cause to be endorsed in the name of the district,
to negotiate, deposit or cause to be deposited in
such account or accounts any money, checks,
drafts, orders, notes, and other instruments; and
to make any other agreements deemed advisable in
regard thereto maintaining deposits below the
\$250,000 FDIC limit, except where sufficient
collateral is provided to insure deposit

coverage. Representatives of the district are the Superintendent and Director of Finance and Operations. They are authorized to open new accounts with other federally insured organizations, as needed, in accordance with the above description.

3.B. Adopt Finance and Operations Resolutions:

3.B.1. Adopt Resolution Authorizing Facsimile signatures

RECOMMENDATION: Resolve that District 110 School Board authorizes the Director of Finance and Operations to use facsimile signatures for all school district checks and orders.

3.B.2. Adopt Resolution Determining Local Agency Representatives

RECOMMENDATION: Resolve that as District 110 applies for financial assistance available under federal program, the Superintendent be named as local agency representative and be directed to execute and file applications for and on behalf of the school district and otherwise act as authorized representative of the school district in state and federally funded programs.

3.B.3. Adopt Resolution Authorizing the Lease and/or Purchase of Goods and Services

RECOMMENDATION: Resolve that District 110 School Board authorizes the Superintendent or designee to lease, purchase, and contract for goods and services within the general budget categories pursuant to Minnesota Statute section 123B.52

3.B.4. Adopt Procedure for Auditing Monthly Bills

RECOMMENDATION: The Board will receive a summary of the monthly bills to be approved in their board packet. Board members may audit any specific bills by contacting the Director of Finance and Operations prior to the meeting.

3.B.5. Establish 2026 mileage reimbursement at the IRS reimbursement rate of 72.5 cents per mile.

3.C. Appointment of District Personnel to Serve as District Representative:

3.C.1. Appoint Superintendent as responsible authority for District 110

3.C.2. Authorize Superintendent to sign for grants on behalf of the school board

3.C.3. Appoint Superintendent as District 110 Transportation Director

3.C.4. Appoint Superintendent as Local Board of Education Action Representative and District's 504 Compliance Coordinator

RECOMMENDATION: Appoint Superintendent to serve as the local board of education representative in filing applications for funds as approved under public law 103.382. (Title I Programs)

3.C.5. Delegate authority to Mary Overby, District 110 Controller to make electronic funds transfers to a designated business administrator or chief financial officer or the officer's designee.

3.C.6. Appoint Director of Special Education as District 110 Homeless Student Representative

4. **MEETING TIMES AND DATES**

4.A. Establish Meeting Dates & Times for the Year

DRAFT 2026 Board Meeting Calendar

Board Meeting
Board Retreat
No School Day

JANUARY 2026						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JULY 2026						
S	M	T	W	Th	F	S
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FEBRUARY 2026						
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AUGUST 2026						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MARCH 2026						
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22	23	24	25	26	27	28
29	30	31				

SEPTEMBER 2026						
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20	21	22	23	24	25	26
27	28	29	30			

APRIL 2026						
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OCTOBER 2026						
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MAY 2026						
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31						

NOVEMBER 2026						
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29	30					

JUNE 2026						
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28	29	30				

DECEMBER 2026						
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20	21	22	23	24	25	26
27	28	29	30	31		

4.B. Establish Meeting Adjournment Time

RECOMMENDATION: establish all school board meetings adjourn by 10:30 PM, and if needed to resume the meeting at a later date.

5. **DISCUSSION ITEMS**

5.A. 2026 Committee/Representative Assignments

The 2026 committee/representative assignments are done by the board chair and will be finalized in the days following the organizational meeting.

5.B. Standing Committees per Policy 213:

- Finance & Facilities
- Policy & Advocacy
- Negotiations Committee(s) *as needed*
- Governance (Chair, Vice Chair/Clerk, and Treasurer) *as needed*
- Grievance *as needed*

5.C. Additional committee/representation assignments include:

- Schools Advocating for Fair Funding (5x/year)
- Southwest Metro Intermediate District 288 Representative (11x/year, 3rd Tuesday)
- Minnesota State High School League Representative (1x/year)
- Special Education Advisory Council (1x/year)
- Community Education Advisory Representative (5-6x/year)
- Teaching & Learning Advisory Council (4x/year)
- Liaison to Waconia City Council (12x/year)
- District 110 Foundation Representative (6x/year)
- Elementary PTOs (as needed)
- WMS PTO (as needed)
- Booster Organizations (as needed)

5.D. 2026-2027 Board Pay

6. **ADJOURNMENT**