



ROYALTON BOARD OF EDUCATION

Organizational Meeting Agenda

January 9, 2023

6:00 PM

1. Call to Order

2. Pledge to Flag

3. Swearing in of New Members

4. Roll Call

5. Approval of Agenda

6. Election of Officers

6.a. Chairperson - Rian Hofstad, nominated by Angela Roering. Roll call vote 6-0-0.

6.b. Vice-Chairperson - Tyra Baumann, nominated by Randy Hackett. Roll call vote 6-0-0.

6.c. Clerk - Angela Roering, nominated by Lucas Byod. Roll call vote 6-0-0.

6.d. Treasurer - Maria Traut, nominated by Angela Roering. Roll call vote 6-0-0.

7. Organizational Action Items

7.a. Setting of Regular Meeting Time and Dates

Description: *This past year, the board held 12 regular meetings. The board has routinely scheduled special meetings for board self-evaluation, superintendent evaluation, contract negotiations, and other occasions as needed. Work sessions are scheduled as needed.*

The board has met on the fourth Monday of the month at 6:00 PM. We cannot hold a meeting on a legal holidays.

Agendas have been sent out on Wednesday or before prior to the regular meetings.

The regular meeting time at 6:00 PM and 2023 dates for January __, February __, March __, April __, May __, June __, July __, August __, September __, October __, November __, December __.

7.b. Setting of Compensation for Directors

Description: *Current compensation is \$2500 a year per board member. The chairperson receives an additional \$500 year stipend. Half the amount will be given in June, 2022 and January, 2023.*

7.c. Naming of Official Depositories for District Funds

Description: *Scott Marine, Pine Country Bank, Minnesota School District Liquid Asset Fund, and MN Trust (PMA) as official depositories for Royalton School District Funds.*

Update authorized signers on the District's Official Depository Accounts, and all certificates of deposit removing Russ Gerads, prior School Board Chair, and _____, prior School Board Treasurer effective _____, 2023, and adding _____, School Board Chair, and _____, School Board Treasurer, as authorized signers on behalf of the District effective _____, 2023. _____,

School Board Clerk, and Scott Marine, Business Manager, shall continue to be authorized signers on behalf of the District.

7.d. Investment for Funds

Description: _____, *Business Manager invest funds on Behalf of the Royalton School District.*

7.e. Annual Delegation of Authority to Make Electronic Fund Transfers

Description: *The auditor requires the board to designate someone to make electronic fund transfers. The Business Manager has been assigned to do this in the past.*

Delegate the authority to make electronic fund transfers to _____, Business Manager.

7.f. Naming of Official Newspaper

Description: *Name the Morrison County Record as the Official Newspaper.*

7.g. Naming of Legal Counsel

Description: *Name Rupp, Anderson, Squires & Waldspurger, P.A. as the Official Law Firm for the District.*

7.h. Naming of Representatives and Committee Members

7.h.1. Naming of Royalton City Council Meeting Representative

Description: _____ *also Representative _____ as an alternate to represent the Royalton School District at Royalton City Council meetings once per month.*

7.h.2. Naming of Bowlus City Council Meeting Representative

Description: _____ *also Representative _____ as an alternate to represent the Royalton School District at Bowlus City Council Meeting once per month*

7.h.3. Naming of Policy Committee Representatives

Description: _____ *and _____ as Policy Committee Representatives.*

7.h.4. Naming of Strategic Planning/Curriculum Advisory, and World's Best Workforce Advisory Committee Representatives.

Description: *The Strategic Planning/Curriculum Advisory/World's Best Workforce Advisory Committee consists of one but not limited to; elementary teachers, MS/HS teachers, both principals, the superintendent, board members, parents from each of the schools, community members at large, and business person(s) from the district. The committee is primarily responsible for formulating, reviewing, improving, and measuring of the school Strategic Plan, Curriculum Advisory, and to produce the Worlds Best Workforce.*

Directors _____ and _____ to the Strategic Planning/Curriculum Advisory/World's Best Workforce Advisory Committee representatives.

7.h.5. Naming of Facilities Committee Representatives

Description: *Directors _____ and _____ as Facilities Committee Representatives.*

7.h.6. Naming of Legislative Liaison Representative

Description: *The representatives receive all legislative updates from MSBA and are responsible for keeping the board updated on legislative*

issues. The representatives are eligible to run for MSBA's delegate assembly and encouraged to attend MSBA and Schools for Equity in Education (SEE) legislative sessions as the Legislative Liaison.

_____ also Representative _____ as an alternate to Legislative Liaison Representative.

7.h.7.Naming of Finance Committee Representatives

Description: Naming of Finance Committee Representatives. This committee consists of two board members, the Business Manager, and Superintendent. The committee will review and comment on the budget.

Directors _____ and _____ as Finance Committee Representatives.

7.h.8.Naming of Mid-State Education District Board

Description: The representative is expected to attend monthly meetings as the voting representative from Royaltown School District. This group sets policy for Mid-State Education District based on recommendations from the member districts' Superintendent in areas of special education, technology, and distance learning. Five school districts receive special education services. Seven school districts receive technology services.

Director _____ and Director _____ as an alternate to Mid-State Education District Representative.

7.h.9.Naming of Minnesota State High School League Representative

Description: Director _____ and Director _____ as an alternate to Minnesota State High School League Representative.

7.h.10.Naming of Representatives to Schools for Equity in Education

Description: Directors _____ and _____ as Representatives to Schools for Equity in Education (SEE).

7.h.11.Naming of Labor Management/Meet and Confer Representative

Description: The superintendent meets with teacher representatives five times a year as per Master Agreement, usually every other month, to discuss non-contractual concerns. Meetings usually start at 3:15pm and seldom last more than one hour. This does not require board representation, any or all board members may attend.

Director _____ and Director _____ as an alternate to Meet and Confer Representatives.

7.h.12.Naming of Staff Development Committee Representative

Description: Directors _____ and _____ as Staff Development Committee Representatives.

7.h.13.Naming of Health and Safety Committee Representative

Description: Directors _____ and _____ as Health and Safety Committee Representatives.

7.h.14.Naming of Sourcewell Representative

Description: Directors _____ and _____ as Sourcewell Representatives.

7.h.15.Naming of Non-Union Negotiation Representatives

Description: Directors _____, _____ and Director _____ as an alternate to Non-Union Negotiation Representatives.

7.h.16.Naming of Teacher (REM) Negotiation Committee Representatives

Description: Director _____ and _____ as Teacher Negotiation Representatives.

7.h.17.Naming of Para (RESP) Negotiation Representatives

Description: Director _____ and _____ as Para Negotiation Representatives.

7.h.18.Naming of Secretaries (AFSCME) Negotiation Representatives

Description: Directors _____ and _____ as Secretaries Negotiation Representative.

7.h.19.Naming of Principal Negotiation Representatives

Description: Directors _____ and _____ as Principal Negotiation Representatives.

7.h.20.Naming of Superintendent Negotiation Representatives

Description: Directors _____ and _____ as Superintendent Negotiation Representatives.

8.Other Organizational Action Items

9.E-Learning Plan

10.Adjournment



School Board Member Oath of Office

It is an honor that you were elected to guide the education of our community's children. As you recite the oath of office, you assume a tremendous responsibility as a director of our school district with the duties empowered by the Minnesota Legislature. This power puts you and the other members of our school board in the position of being both morally and legally responsible for equitable, quality education of every student in the district.

In carrying out this responsibility, you will be asked to fulfill the roles of vision, structure, accountability, and advocacy. In providing vision, the board, with extensive participation of the community, envisions the community's educational future and then formulates the goals, defines the outcomes, and sets the course for the public schools.

To achieve the vision, the board establishes a structure and creates an environment designed to ensure all students the opportunity to attain their maximum potential through a sound organizational framework.

Because as a board we must be accountable to the community, we must ensure a continuous assessment of student achievement and all conditions affecting the education of our children.

As board members, we serve as education's key advocate on behalf of students and our community schools to advance the vision for our schools.

Furthermore, we must strive to work together with the superintendent and staff to lead the district toward fulfilling the vision we have created, fostering excellence for every student in the areas of academic skills and knowledge, citizenship and personal development.

Having signed the acceptance of office and oath of office, I hereby publicly affirm my commitment to the oath of office:

I swear/affirm that I will support the Constitution of the United States and of this state, and that I will discharge faithfully the duties of the office of school board member of Independent School District No.

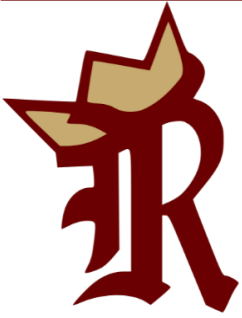
() to the best of my judgment and ability.

Board Chair

Date

Member

Date



ROYALTON PUBLIC SCHOOLS

Home of the Royals

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RESPECT · HONESTY · INTEGRITY · LEADERSHIP · ACCOUNTABILITY · SERVICE

E-Learning Days

E-Learning Days are where a school offers full access to online instruction provided by students' individual teachers due to inclement weather ([E-Learning Days State Statute 120A.414](#)). Royalton Public Schools will have five e-Learning Days available due to inclement weather.

Rationale:

Having an e-Learning Day rather than a snow or cold day, mitigates learning loss and ensures no days need to be made up at the end of the school year. It also preserves days off that are currently scheduled as non-school days on the school calendar. Because Royalton Public Schools has yet to experience an e-Learning Day, and execute the delivery of one, the first inclement weather day WILL be a regular snow day.

Procedure for Implementing an e-Learning Day:

In the event of inclement weather, the superintendent can call for an E-learning day. The formal notification by the superintendent will alert principals, staff, and families to a potential upcoming e-Learning day no later than 8am the prior day of a potential snow day. The official announcement of the e-Learning day will occur by 9pm the night prior to the e-Learning day. Principals will also alert teachers and students to the potential of an upcoming e-Learning day. This ensures students and teachers will have what they need to be prepared for an e-Learning day.

If a storm suddenly comes up, a snow day WILL be announced and NO e-Learning will take place. Examples of this are:

- Storm occurs after 8:00 AM on a school day.
- Storm occurs during the night or early morning.

Teachers will conduct the learning day as an asynchronous day. Students that lack internet access will be provided hotspots to ensure access to the internet, or they will be provided paper packets to ensure no loss in learning. Teachers will be available to students and parents either by phone or email during the school day.

Teachers and building administration will give several reminders to students to take their device home with them. When an e-Learning day is announced, parents and students will be notified in the same manner as notification is given for a snow day.