



Agenda
Osseo Area Schools
School Board

Regular Business Meeting
Educational Service Center - Board Room
11200 93rd Ave N
Maple Grove, MN 55369
Tuesday, January 6, 2026
6:00 PM

Our mission is to inspire and prepare each and every scholar with the confidence, courage and competence to achieve their dreams; contribute to community; and engage in a lifetime of learning.

This regular meeting of the School Board of Osseo Area Schools is being conducted in the Board Room of the Educational Service Center, and is open to the public. The meeting can be monitored electronically by streaming online at district279.org/about-us/school-board (Watch Livestream). An archived recording will also be available on the district website.

Agenda Items

1. Call to Order and Roll Call
Tanya Prince, Acting Chairperson
2. Pledge of Allegiance
3. Acceptance of Agenda
4. Election of Officers (Process: 1) Names placed into nomination; 2) Opportunity for nominee or nominator to make a statement; 3) Roll call vote)
 - A. Chair
 - B. Vice-Chair
 - C. Clerk
 - D. Treasurer
5. Establish Compensation of School Board Members for 2026: In January 2023, the board approved compensation for the School Board Chair at \$1,350 per month and \$1,250 for all other members. The monthly compensation rates are inclusive of a \$50 monthly reimbursement for in-district mileage and other incidental expenses. Compensation remained at these amounts for 2025. 4
6. Consent Agenda
 - A. Designation of Official Newspaper: Adams MultiMedia - Plymouth Sun Sailor, Brooklyn Park Sun Post and Osseo/Maple Grove Press 5
 - B. Authorizing the use of school district website as an alternative means of dissemination of solicitation of bids, requests for information and requests for proposals as permitted by Minnesota Statute 331A.03.
 - C. Designation of Official Cash Depositories for District Funds: Minnesota School District Liquid Asset Fund (US Bank) and MN Trust (Associated Bank).

- D. Designation of Investment Brokers for District Investments: Wells Fargo Investment Services, Inc., RBC Capital Markets, LLC; Morgan Stanley Smith Barney; US Bank Minneapolis; and Minnesota School District Liquid Asset Fund Plus and PMA Financial Network, Inc./Associated Bank.
- E. Authorization of Procedures for the Investment of Excess Cash: The director of business services, or designee, is hereby vested with the authority and responsibility to invest funds in accordance with state statute and school district policy. Consistent with the above delegation of responsibility for conducting the investment of excess funds, the director of business services is hereby authorized to sign the following investment documents as deputy treasurer: Collateral Assignment forms and Collateral Release forms.
- F. Authorization of Payments for Goods and Services in Advance of Board Approval: Consistent with Minn. Stat. §§ 123B.02, 123B.11, 471.38, and 471.425, the director of business services, or designee, is hereby vested with the authority and responsibility to make payments in advance of approval.
 - I. Payment of Expense Claims Against the School District
 - II. Payment of Imprest Net Payroll Bank Account Items and Investment Purchases
 - III. Electronic Funds Transfer Payments. The director of business services, or designee, shall follow these policy controls:
 - a. The disbursing bank shall keep on file a certified copy of this authorization, which allows electronic funds transfer.
 - b. The initiator shall document the request and obtain approval from the director of business services, or designee, before making the transfer.
 - c. The initiator of the electronic transfer shall be identified for each transaction.
 - d. A written confirmation of the transaction shall be made no later than one business day after the transaction and shall be used to support the transaction. All of the advance payments made by the above authorization require that a detailed listing of the payments be submitted to the School Board for ratification at its next regularly scheduled meeting for such financial matters.
- G. Authorization of Use of Facsimile Signatures and a Surety Bond - BE IT RESOLVED by the School Board of Independent School District No. 279 as follows:
 - I. Pursuant to Minnesota Statute 47.41, the school board and the chairperson, clerk and treasurer thereof hereby authorize the school district depository banks to honor checks, drafts, warrants, warrant-checks and other orders on public funds bearing facsimile signatures of any of said officers and to charge the same to the account upon which drawn as fully as though those instruments bore the manually written signatures of any of said officers.
 - a. Pursuant to Minnesota Statute 47.42, the school board of said district approves the use of such facsimile signatures and hereby determines to insure the school district with an insurance company authorized to do business within the state in the amount of up to \$500,000 blanket employee faithful performance bond forgery insurance against the loss of any public funds which may be withdrawn upon unauthorized use of such facsimile signatures and an officer of said school district shall not be personally liable for loss resulting from the use of any facsimile signature unless said loss occurs by reason of that officer's wrongful act.
 - II. The clerk is hereby authorized and directed to furnish the school district depositories with copies of this resolution, and the school district officers and said depositories are hereby

authorized and directed to make the necessary arrangements for the use of facsimile signatures hereafter.

- III. Pursuant to Minnesota Statute 123B.02 covering general powers, the school board authorizes the superintendent of schools and the superintendent's secretary to utilize the facsimile signature stamps covering the chairperson and the clerk signatures. The facsimile signature stamps covering the chairperson and the clerk are hereby authorized and may be utilized only for personnel employment contracts and district forms for change in personnel employment status, whenever there is not an actual handwritten signature required by Minnesota Statute.
- H. Authorization for administration to execute contracts, per administrative procedure.
- I. Micro-purchasing threshold for federal grants is \$25,000, which is consistent with Minnesota state law.
- J. Appoint of LB Carlson, LLP (formerly known as Malloy, Montague, Karnowski, Radosevich & Co., P.A.) to perform the annual financial audit for the year ending June 30, 2026.
- K. Authorization for administration to execute school district grant applications.
- L. Authorization for the Administrative Assistant to the Superintendent and School Board to execute duties of clerk of the district. 6
- M. Designation of Board Chair as Minnesota State High School League representative.
- N. Authorization for Executive Director of Finance and Operations to approve, manage and execute State of Minnesota Department of Natural Resources permits or contracts on behalf of ISD 279 Osseo Area Schools.
- O. Authorization directing administration to submit review and comment to State of Minnesota Department of Health for an abatement bond, which is part of the funding for the Crest View rebuild. 8
- 7. School Board Committee and Joint Board Representatives for 2026 9
- 8. Informational Items
 - A. School Board Operating Protocols: Resolution Protocol and Agenda Setting Protocol 10
 - B. January 6, 2026 School Board Work Session
- 9. Adjournment

To accommodate individuals with disabilities, this material will be made available in alternative formats upon request. Individuals with disabilities are invited to request reasonable accommodations to participate in or attend a district activity, call your local school or the school district at least seventy-two (72) hours in advance (two-week notice preferred). Members of the public can view and download School Board meeting notices and regular meeting agendas and materials from the district website www.district279.org, under "About Us > School Board."

To: School Board Members
From: Dr. Kim Hiel, Superintendent
Date: School Board Member Compensation 2026
Re: January 6, 2026

Background

Annually, at the organizational meeting the School Board takes action regarding board member compensation.

Minnesota Statute §123B.09, Subd. 12 states: "The clerk, treasurer and superintendent of any district shall receive such compensation as may be fixed by the board. Unless otherwise provided by law, the other members of the board shall also receive such compensation as may be fixed by the board."

In January 2023, the board approved compensation for the School Board Chair at \$1,350 per month and \$1,250 per month for all other members. The compensation amounts are inclusive of \$50 per month for each board member as reimbursement of incidental expenses (including in-district mileage) incurred as a result of attendance at School Board and other related meetings.

Recommendation

I recommend maintaining a compensation structure that includes both a base rate and a monthly reimbursement for in-district mileage and incidental expenses, with specific amounts for each being approved at the annual organizational meeting. Maintaining a separate component for expenses helps to ensure clarity.



November 21, 2025

Independent School District 279
Dr. Kim Hiel
Superintendent
11200 - 93rd Avenue North
Maple Grove, MN 55369

Dear Dr. Hiel,

Please accept the following bid from the ***Plymouth Sun Sailor, Brooklyn Park Sun Post and the Osseo/ Maple Grove Press*** for legal newspaper designation for School District 279. These newspapers are qualified by the State of Minnesota as legal newspapers under Minnesota Statutes Section 331A.02, Subd. 1.

The following rate structure for legals is effective January 1, 2026:

Per column inch:	\$12.75
Characters per inch:	320
Lines per inch:	9

All published legal notices are posted on the Sun Sailor, Sun Post and The Press and Minnesota Newspaper Association websites at no additional charge. The notices are free for the public to view on these websites.

The ***Sun Sailor, Sun Post and The Press*** are published weekly on Thursdays. The deadline is 2:00 p.m. on Thursday for publication the following Thursday. Early deadlines apply during holiday weeks. Please email legal notices to publicnotice@apgecm.com.

Thank you for considering the ***Sun Sailor, Sun Post and The Press*** as the official newspapers for School District 279 for the upcoming year. We appreciate the opportunity to serve the needs of your community.

Sincerely,

Tonya Orbeck
Adams Publishing Group
Legal Notice Department Manager
763-691-6000

10917 VALLEY VIEW ROAD, EDEN PRAIRIE, MN 55344 • 952-392-6844 • PRESSNEWS.COM

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 279
(OSSEO AREA SCHOOLS)
STATE OF MINNESOTA

HELD: January 6, 2026

Pursuant to due call and notice thereof, an organizational meeting of the School Board of Independent School District No. 279 (Osseo Area Schools), State of Minnesota, was held in said school district on Tuesday, January 6, 2026 at six o'clock p.m.

The following members were present:

and the following were absent: None.

Member xxxx introduced the following resolution and moved its adoption:

RESOLUTION
APPOINTING THE ADMINISTRATIVE ASSISTANT TO THE
SUPERINTENDENT AND SCHOOL BOARD
TO PERFORM DUTIES OF THE SCHOOL BOARD CLERK

WHEREAS, Minnesota Statutes §123B.14, Subd. 1. Authorizes the School Board to appoint a person who is not a member of the School Board to perform duties of the School Board Clerk; and

WHEREAS, the School District has decided to appoint the Administrative Assistant to the Superintendent and School Board to perform some duties of Clerk under the direction of the School Board Clerk.

THEREFORE, BE IT RESOLVED THAT the Administrative Assistant to the Superintendent and School Board is authorized to perform some duties of Clerk of the School Board under the direction of the elected School Board Clerk.

The motion for the adoption of the foregoing resolution was duly seconded by Member xxxx.

The following voted in favor:

and the following voted against:

whereupon said resolution was declared duly passed and adopted.

TO: Dr. Kim Hiel, Superintendent
FROM: John Morstad, Executive Director of Finance and Operations
SUBJECT: Review and Comment Approval for Parking Lot Abatement Bond
DATE: 1/6/2026

Recommendation

Administration recommends that the school board authorize the superintendent to submit all required information to the Commissioner of Education to request Review and Comment for planned expenditures as part of the proposed parking lot projects.

Background

To fund the board approved rebuilding of the Crest View site, the district needs to utilize an alternate funding source. This source, known as an Abatement Bond, is a board approved option specifically designated to cover all expenses related to parking projects across the district. Approval of this funding source will create capacity within the voter approved school building bonds to cover the additional cost of rebuilding the Crest View site.

Next Steps

Upon approval, the district, in partnership with our design and construction partners, will draft the Review and Comment documents and submit them to the Commissioner of Education.

Once we have the results of the Commissioner's review and comment, the next steps require a public hearing at a school board meeting to allow the public to comment on the proposed abatement bond. Finally, the school board will be asked to approve the abatement bond in late 2026 or early 2027.

ISD 279 Osseo Area Schools

Proposed: 2026 SCHOOL BOARD MEMBER COMMITTEE and JOINT BOARD REPRESENTATIVES

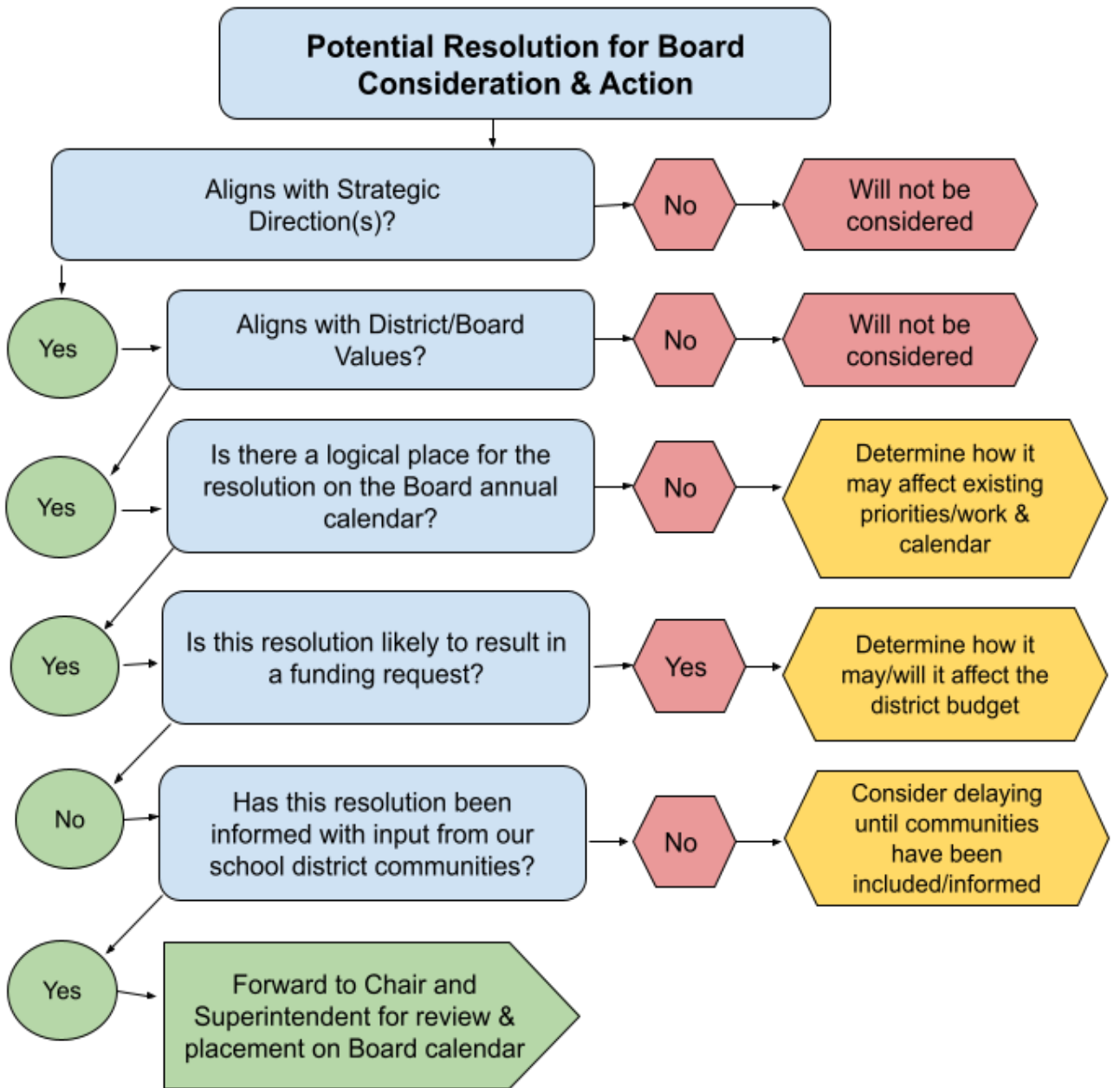
Board Member	Board Committees	Advisory Committees/Task Forces	Other Assignments/Representations
Thomas Brooks	<ul style="list-style-type: none"> • School Board Policy Committee • School Board Property Committee 		
Kelsey Dawson	<ul style="list-style-type: none"> • School Board Property Committee 	<ul style="list-style-type: none"> • American Indian Parent Advisory Committee (AIPAC) 	<ul style="list-style-type: none"> • Association of Metropolitan School Districts (AMSD) Liaison
Erica Foster	<ul style="list-style-type: none"> • School Board Policy Committee • School Board Property Committee 	<ul style="list-style-type: none"> • District Planning Advisory Council (DPAC) 	
Sarah Mitchell	<ul style="list-style-type: none"> • School Board Property Committee 	<ul style="list-style-type: none"> • Community Education Program Advisory Council (CEPAC) • Enrollment and Capacity Management Advisory Committee (ECMAC) • Financial Involvement School-Community Accountability Liaisons (FISCAL) Advisory 	
Tanya Prince	<ul style="list-style-type: none"> • School Board Policy Committee • School Board Property Committee 		<ul style="list-style-type: none"> • NW Suburban Integration School District (NWSISD) Joint Powers Board • Brooklyn Bridge Alliance for Youth
Keith Tate	<ul style="list-style-type: none"> • School Board Property Committee 	<ul style="list-style-type: none"> • District Planning Advisory Council (DPAC) • Enrollment and Capacity Management Advisory Committee (ECMAC) 	<ul style="list-style-type: none"> • Intermediate District 287 Joint Board



School Board Resolution Protocol

1. Guidelines for Resolution Submissions

- A. Board members who have suggested resolutions for the Board to consider are asked to communicate their idea to the Chair and Superintendent.
- B. Individual board members and the full Board will use the following guidelines in determining whether a potential resolutions will be considered:
 - 1. Must align to at least one of the District's Strategic Directions
 - 2. Aligns to the District Core Values
- C. Board members are also asked to consider the following prior to submitting a resolution for formal consideration:
 - 1. Is there a logical place for the potential resolution discussion/action on the Board's annual calendar? If so, when? And how might the placement affect the calendar and priorities already established for the year?
 - 2. Is this potential resolution likely to result in a funding request? If so, how might it affect the district budget?
 - 3. Has the potential resolution been informed by input from the school district community? If not, it is recommended that the resolution discussion be delayed to allow time for the input to occur.





School Board Agenda Setting Protocol

I. Regular Board Meeting and Work Session Agendas

- A. The school board chair and superintendent are responsible to develop, prepare and arrange the order of items for the tentative board meeting agenda for each board meeting and work session.
- B. The school board chair and superintendent may change the agenda up until the start of the regular meeting. The superintendent or their designee will notify the board if the tentative agenda or agenda packet is updated prior to the meeting.
- C. The school board chair and superintendent will coordinate and share a 1 year board agenda, for the school year, in August of each year for board review. The year-long agenda will assist the board in its planning efforts.
- D. The superintendent will preview upcoming board meeting and work session agenda items 4-8 weeks in advance in the superintendent's weekly update email to the board and cabinet.
- E. While every board member has the right to request adding an agenda item or changing an agenda at a regular board meeting and work session, as best practice in preparing agendas and materials for regular board meetings and work sessions, the board will strive to do the following:

Action	Due Date
Agenda item requests to the board chair or superintendent	Seven (7) calendar days prior to the meeting
Meeting agendas reviewed/finalized each by board chair/vice chair, superintendent at weekly/bi-weekly meeting	Five (5) calendar days prior to meeting
Board Chair/ Superintendent will communicate back to board member who made the request	Communication back within 24 hours of review by board chair/superintendent at their weekly/bi-weekly meeting
Meeting agenda and packet published	Two working days (or often four calendar days) prior to meeting
Make a request to the board chair or superintendent for any meeting agenda changes to the posted agenda	Requests should be made 24-48 hours or more prior to the meeting
Contact the Superintendent or Board Chair with any questions pertaining to the board agenda that requires time and preparation to answer	Request should be made within 24 hours or more prior to the meeting
Inform the superintendent or board chair prior to the meeting if an error is identified in a presentation or minutes, so that a correction can be made.	As soon as error is identified
Final Agenda, which may include late items for meetings	Distributed to School Board members at the meeting

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- F. Items may only be added to the agenda by a motion adopted at the meeting. If an added item is acted upon, the minutes of the board meeting will include a description of the matter.
- G. At least one copy of any printed materials related to the meeting's agenda items prepared by, or distributed to, or at the direction of, the board must be made available for inspection in the meeting room while the board considers its subject matter if the printed materials were also:
 1. distributed at the meeting to all board members;
 2. distributed before the meeting to all board members;
 3. available in the meeting room to all board members; or
 4. posted on the district website or using other district technologies in advance of the meeting. This does not apply to materials classified by law as other than public or to materials relating to the agenda items of a closed meeting.

II. Consent Agenda

- A. The superintendent, in consultation with the school board chair, may place items on the consent agenda. By using a consent agenda, the board has consented to the consideration of certain items as a group under one motion.
- B. Consent items are those items that:
 1. Usually do not require discussion or explanation prior to board action,

2. Are noncontroversial and/or similar in content, or
3. Have already been discussed and/or explained at a board committee or with board members individually in pairs (no quorum) and do not require further discussion or explanation.
 - a) These agenda items may include ministerial tasks such as, but not limited to, the approval of the agenda, approval of previous minutes, approval of bills, and approval of reports.
 - b) These items may also include similar groups of decisions such as, but not limited to, approval of employee contracts, approval of maintenance details for the school district buildings and grounds, approval of various schedules, and approval of routine agreements or contracts with vendors.
- C. Items will be removed from the consent agenda by a timely request by an individual board member for independent consideration. A request is timely if made prior to the vote on the consent agenda. The request does not require a second or a vote by the board. An item removed from the consent agenda will then be discussed and acted on separately immediately following the consideration of the consent agenda.
- D. Consent agenda items are approved en masse by one vote of the board. The consent agenda items are separately recorded in the minutes.

Note: This protocol is to be reviewed on a bi-annual basis at the January School Board Organizational Meeting and again in July/August of each year prior to the start of a new school year.

