

Princeton Public Schools - ISD 477  
Tuesday, January 14, 2014 at 6:30 PM  
Organizational Board Meeting  
District Office Board Room

**OUR VISION**  
**NO BOUNDARIES TO LEARNING**

**OUR MISSION**  
**TO DEVELOP THE POTENTIAL IN EACH PERSON THROUGH ACADEMIC & EXTRA-CURRICULAR PROGRAMS**

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**ACT ON AGENDA**

4

**ELECT A SCHOOL BOARD CHAIR FOR 2014**

*The current chair will call for nominations for chair. Upon completion of election, the new chairperson will preside.*

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**ELECT A VICE-CHAIR, CLERK, ACTING CLERK AND A TREASURER FOR 2014**

*In the past you have chosen to have four additional officers beside the chairperson. If you wish to continue that practice, you need to elect a vice chairperson, clerk, acting clerk, and treasurer for 2014.*

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**CONSIDER BOARD COMPENSATION EFFECTIVE FOR JANUARY 2014**

*Current policy #299 "School Board Member Compensation and Expenses" is enclosed for your review.*

**CONSIDER RESOLUTION DESIGNATING OFFICIAL DEPOSITORY FOR SCHOOL DISTRICT FUNDS AND INVESTMENTS FOR 2014.**

*The following resolution is recommended:*

*Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to designate Bremer Bank; Peoples Bank of Commerce; Wells Fargo Bank; Minnesota School District Liquid Asset Fund; Citigroup; PMA Securities/MnTrust; Sherburne State Bank; The PFM Group; Edward Jones and Spire Financial as official depositories.*

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**DESIGNATE THE OFFICIAL SCHOOL DISTRICT PUBLICATION FOR**

## **2014**

*Minnesota Statute requires that we designate an official school district publication. The criteria for such designation is met by the Princeton Union-Eagle in our area. Therefore, the District Administration recommends The Princeton Union-Eagle Newspaper for the official school district newspaper for any District publication items.*

### **DESIGNATE BOND COUNSEL FOR 2014**

*The school district has used Knutson, Flynn & Deans. The District Administration recommends their firm for our bond counsel in 2014, if needed.*

### **DESIGNATE ATTORNEY FOR 2014**

*The school district has used Ratwik, Roszak & Maloney and Rupp, Anderson, Squires, & Waldspurger, and the District Administration recommends the firms for 2014.*

### **SET DATES/TIMES OF 2014 REGULAR SCHOOL BOARD MEETINGS**

The 2014 regular school board meeting dates/times need to be officially set.

Option A - 1st and 3rd Tuesdays at 7:00 p.m.

Option B - 2nd Monday and 4th Tuesday

Option C - 2nd and 4th Tuesdays at 7:00 p.m.

(note there is only one monthly board meeting in July and December).

### **CONSIDER A RESOLUTION AUTHORIZING THE DIRECTOR OF BUSINESS SERVICES and/or DESIGNEE TO MAKE SHORT-TERM INVESTMENTS OF SCHOOL DISTRICT FUNDS**

The following resolution is recommended:

*Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Director of Business Services and/or Designee to make short-term investments, deposits, transfers, and withdrawals from savings via wire transfers to other financial institutions, to make electronic fund transfers, and to sign stop-payments in accordance with existing Minnesota Statutes 123B.14, subdivision 1.*

### **CONSIDER RESOLUTION AUTHORIZING THE SUPERINTENDENT AND DIRECTOR OF BUSINESS SERVICES TO LEASE, PURCHASE, AND CONTRACT FOR GOODS AND SERVICES**

The following resolution is recommended:

*Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Superintendent and Director of Business Services to lease, purchase, and contract for goods and services within the general budget categories pursuant to Minnesota Statute 123B.52, subdivision 2.*

**CONSIDER RESOLUTION AUTHORIZING DIRECTOR OF BUSINESS SERVICES TO USE FACSIMILE SIGNATURES**

The following resolution is recommended:

*Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Director of Business Services to use facsimile signatures for all school district checks and orders [and to authorize the Director of Business Services to use the 2013 facsimile signatures, if there are new members in the roles of: Chair, Clerk, and Treasurer, until a new signature plate is prepared].*

**ADJOURN**

# PRINCETON SCHOOL DISTRICT BOARD MEMBER POSITIONS

## BOARD POSITIONS

The board needs to elect a Chairperson, Vice Chair, Clerk and Treasurer. Each of these positions is for one year. The duties are (per Policy 202):

### **A. CHAIR— 2013 Position held by Deb Ulm.**

1. The chair when present shall preside at all meetings of the school board, countersign all orders upon the treasurer for claims allowed by the school board, represent the school district in all actions and perform all duties a chair usually performs.
2. In case of absence, the chair may draw the orders, or the office of the clerk may be declared vacant by the chair and treasurer and filled by appointment.
3. Within three days after an election, the clerk shall notify all persons elected of their election.

### **B. VICE CHAIR – 2013 Position held by Eric Mlnks.**

The vice-chair shall perform the duties of the chair in the event of the chair's temporary absence.

### **C. CLERK-- 2013 Position held by Chad Young/Acting Clerk Chuck Nagle (the Acting Clerk serves as the replacement for the Clerk if the Clerk is unavailable)**

1. The clerk shall sign all orders upon the treasurer for the payment of money for bills allowed by the school board for salaries of officers and for teachers' wages and all claims, to be countersigned by the chair.
2. The clerk shall perform the duties of the chair in the event of the chair's and the vice-chair's temporary absences.

### **D. TREASURER-- 2013 Position held by Jeremy Miller**

1. The treasurer acts as the Chair of the Finance Committee and provides financial opinions to the board as needed.

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**PRINCETON PUBLIC SCHOOLS**

**SCHOOL BOARD MEMBER COMPENSATION AND EXPENSES**

Minnesota statutes permit persons who serve on public school boards to receive compensation and reimbursement for expenses incurred while performing school board responsibilities. It is the policy of this district to compensate board members in the amount of **\$ 350.00 per month**. The individual board member serving as **chairperson** will receive an **additional \$100.00 per month**. Board members will receive \$50 per official standing board committee meeting. MSBA training will be allowed at \$50.00 rate per day as well.

Official standing committees are: Finance, Grievance, Negotiations/Certified, Negotiations/Classified, Policy, Curriculum, Meet and Confer, Transportation, Activities, ECFE/Community Ed., Mille Lacs County Transition Interagency Committee, Rum River Special Education Cooperative Governing Board, Native American Parent Education, School Leadership Committee, Schools for Equity in Education, Facilities, Wellness, Security.

The board's compensation is part of the Organizational Meeting and will be reviewed and acted upon at the board table. This policy will be modified to reflect the actions taken at the board table.

School board members who attend meetings outside the school district will receive reimbursement for expenses as outlined in school district policy 412.

Adopted: July 2, 1987  
 Revised: January 12, 1993  
 Reaffirmed: January 4, 1994  
 Reaffirmed: January 3, 1995  
 Reaffirmed: January 9, 1996  
 Revised: January 14, 1997  
 Reaffirmed: January 13, 1998  
 Reaffirmed: January 12, 1999  
 Reaffirmed: January 11, 2000  
 Revised: June 26, 2007  
 Revised: February 14, 2012  
 Reaffirmed: May 14, 2013



**PUBLIC NOTICE  
PROCESSING  
DEPARTMENT**

234 S Main Street, Cambridge, MN 55008 | 763-689-1981 | [publicnotice@ecm-inc.com](mailto:publicnotice@ecm-inc.com)

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December 10, 2013

Princeton School District #477  
706 First Street  
Princeton, MN 55371

Dear District 477 School officials,

The **Princeton Union-Eagle** would like to bid for legal printing status as the designated Official Newspaper for the Princeton School District #477. The **Princeton Union-Eagle** is qualified by the State of Minnesota as a Legal Newspaper under Minnesota Statutes Section 331A.02, subdivision 1.

The bid to publish legal notices in the **Princeton Union-Eagle** for the year 2014 will be \$7.63 per column inch with 7 point type and 9 lines per inch. The notices will also be posted on our website, [www.unioneagle.com](http://www.unioneagle.com) for all to view for free and at no charge to the district.

We would prefer legal notices emailed to [publicnotice@ecm-inc.com](mailto:publicnotice@ecm-inc.com). For notices that are faxed or mailed to us, we will add a \$20 typesetting charge. Our deadline is at noon Mondays for Thursday publication. One affidavit will be provided to you at no cost and additional affidavits are available for \$2.50 each.

We appreciate the longstanding relationship the **Princeton Union-Eagle** has had with Princeton School District #477 and we look forward to continuing to serve the district.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Andres", is written over a light blue horizontal line.

Jeff Andres  
General Manager  
**Princeton Union-Eagle**