

Princeton Public Schools - ISD 477
Tuesday, January 2, 2018 at 6:00 PM
Organizational Board Meeting
District Office Board Room (Enter through City Hall)

Our Mission

Princeton is an innovative leader in instruction, developing in EVERY learner the ability to succeed in an ever-changing world.

Our Vision

Princeton will equip every student to be career and college ready through personalized instruction, community partnerships and collaboration.

1. **ACT ON AGENDA**
2. **ELECT A SCHOOL BOARD CHAIR FOR 2018** 3
3. **ELECT A VICE-CHAIR, CLERK, ACTING CLERK AND A TREASURER FOR 2018**
4. **CONSIDER BOARD COMPENSATION EFFECTIVE FOR JANUARY 2018** 4
5. **FIX REGULAR BOARD MEETING SCHEDULE FOR THE YEAR** 6
6. **CONSIDER RESOLUTION DESIGNATING OFFICIAL DEPOSITORY FOR SCHOOL DISTRICT FUNDS AND INVESTMENTS FOR 2018.**
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.
7. **DESIGNATE THE OFFICIAL SCHOOL DISTRICT PUBLICATION FOR 2018**
Minnesota Statute requires that we designate an official school district publication. The criteria for such designation is met by the Union-Times in our area. Therefore, the District Administration recommends The Union-Times Newspaper for the official school district newspaper for any District publication items.
8. **DESIGNATE BOND COUNSEL FOR 2018**
The school district has used Knutson, Flynn & Deans. The District Administration recommends their firm for our bond counsel in 2018, if needed.
9. **DESIGNATE ATTORNEY FOR 2018**
The school district has used Rupp, Anderson, Squires, & Waldspurger, and

the District Administration recommends the firm for 2018.

10. 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.

11. CONSIDER A 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.

12. 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 2017 facsimile signatures, if there are new members in the roles of Chair, Clerk, and Treasurer, until a new signature plate is prepared.]

13. ADJOURN

Princeton 2017 School Board 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:

A. CHAIR-2017 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, inability, or refusal of the clerk to draw orders for the payment of money authorized by a vote of the majority of the school board to be paid, 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.

B. VICE CHAIR-2017 Position held by Chad Young

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

C. CLERK-2017 Position held by Eric Minks;

Acting Clerk-Position held by Sue VanHooser (the Acting Clerk serves as the replacement for the Clerk if the Clerk is unavailable)

1. The Clerk shall keep a record of all meetings in the books provided.
2. Within three days after an election, the clerk shall notify all persons elected of their election.
3. The clerk shall sign all orders upon the treasurer for the payment of money for bills allowed by the school board or salaries of officers and for teacher's wages and all claims, to be countersigned by the chair.
4. 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-2017 Position held by Eric Strandberg

1. The treasurer signs documents as needed.

**PRINCETON PUBLIC SCHOOL
POLICY 299-SCHOOL BOARD MEMBER COMPENSATION AND EXPENSE**

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 \$450.00 per month. The individual board member serving as chairperson will receive an additional \$100 per month. Board members will receive \$50 per official standing board committee & appointment meetings. MSBA training will be allowed at \$50.00 rate per day as well. The School Board Chairperson has authority to appoint members to standing committees. In addition the School Board Chairperson can designate payments for attendance in district meetings that are not standing committees. School board members who attend meetings outside the district will receive reimbursements for expenses outlined in school district policy 412.

A board member can make a recommendation regarding compensation at the organizational meeting. The recommendation will then be considered at both finance and policy committees before formal action is taken.

Official Princeton School Board Committees:

~~Activities~~

~~Certified Negotiations~~

~~Classified Negotiations~~

~~Executive Committee~~

Finance

~~Long Range Planning Committee~~

Policy

~~Public Engagement Committee~~

~~Project Oversight Committee~~

~~Teaching and Learning~~

~~Transportation~~

Official Princeton School Board Appointments:

Community Education/Early Childhood Family Education Advisory

Meet & Confer

MN State High School League

Rum River Special Education Cooperative

Schools for Equity in Education (SEE)

Wellness

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: January 26, 2007
Revised: February 14, 2007
Reaffirmed: May 14, 2013
Revised: November 18, 2014
Reaffirmed: January 5, 2016
Revised: February 7, 2017

(Policy meeting November, 21, 2017) Revised: February 6, 2018

School Board Meeting Schedule 2018

<u>Day of the Week</u>	<u>Month</u>	<u>Date</u>	<u>Time</u>	<u>Meeting Type</u>	<u>Notes</u>
Tuesday	January	16th	6:00	Work Session	
Tuesday	February	6th	8:00	Regular	
Tuesday	February	20th	6:00	Work Session	
Tuesday	March	6th	6:00	Regular	
Tuesday	March	20th	6:00	Board Development	Dennis Cheesebrow
Tuesday	April	3rd	6:00	Regular	
Tuesday	April	17th	6:00	Work Session	
Tuesday	May	1st	6:00	Regular	
Tuesday	May	15th	6:00	Work Session	
Tuesday	June	5th	6:00	Regular	
Tuesday	June	19th	6:00	Work Session	
Tuesday	July	17th	6:00	Regular	No policy or finance meeting prior
Tuesday	August	7th	6:00	Regular	
Tuesday	August	21st	6:00	Work Session	
Tuesday	September	4th	6:00	Regular	Policy meeting prior (a change in normal meeting schedule)
Tuesday	September	18th	6:00	Work Session	Finance meeting prior(a change in normal meeting schedule)
Tuesday	October	2nd	6:00	Regular	
Tuesday	October	16th	6:00	Work Session	
Monday	November	5th	6:00	Regular	
Tuesday	November	20th	6:00	Work Session	
Tuesday	December	18th	6:00	Regular	

Finance meetings will typically be held prior to the 1st meeting of the month at 4:30 pm

Policy meetings will typically be held prior to the 2nd meeting, the work sessions, of each month at 5:00 pm