

INDEPENDENT SCHOOL DISTRICT 252
820 EAST MINNESOTA STREET
CANNON FALLS, MN 55009
MINUTES

January 13, 2020
Organizational Meeting

*Cannon Falls Area Schools, partnering with families and community,
will provide a safe, nurturing, challenging, and inspiring environment
to educate ALL individuals to be lifelong learners and responsible, productive citizens.*

The School Board of Independent School District 252 met in a regular session, Monday, January 13, 2020, in the Boardroom of the High School. Present: Bob Brintnall, Brenda Owens, Katie Lochner, Anna Olson, Bill Thompson, Larry Robinson. Others present: Superintendent Sampson, Lori Hanson, Tim Hodges, Jennifer Chappuis, Sharon Noble, Mike Gesme and Nora Felton.

1. The meeting was called to order by Chairman, Bob Brintnall at 6:00 p.m.
2. Moved by Anna Olson, seconded by Bill Thompson by and unanimously approved the agenda.
3. Organization of the Board:
 - Chairman**
Bill Thompson nominated Bob Brintnall for Chairman. Hearing no other nominations, Bob Brintnall was declared Chairman.
 - Vice-Chair**
Bill Thompson nominated Brenda Owens for Vice-Chairman. Hearing no other nominations, Brenda Owens was declared Vice-Chair.
 - Clerk**
Brenda Owens nominated Katie Lochner as Clerk. Hearing no other nominations, Katie Lochner was declared Clerk.
 - Treasurer**
Katie Lochner nominated Anna Olson as Treasurer. Hearing no other nominations, Anna Olson was declared Treasurer.
4. Moved by Brenda Owens, seconded by Anna Olson and unanimously approved to establish the time and meeting place of the board meetings. Meetings are held on the 2nd and 4th Mondays at 6:00 pm with only 1 scheduled meeting, on the 4th Monday, from June-July-August-September. *March 2020, has 5 Mondays and our meetings will be on March 9 and March 30, 2020, because of Spring break is the week of March 23, 2020. *December and May have 1 meeting on the 3rd Monday, in a typical year. The dates in 2020 will be May 18 and December 21, 2020. Meetings are held in the boardroom at 820 E. Minnesota Street Cannon Falls, MN 555009 at 6:00 pm. Any changes in date, time or location will be posted and notices sent.
5. Moved by Kate Lochner, seconded by Larry Robinson and unanimously approved The Beacon as our official newspaper.
6. Moved by Katie Lochner, seconded by Bill Thompson and unanimously approved the District Office and the Cannon Falls Area Schools' website as the official posting place for school board meeting notices.
7. Moved by Anna Olson, seconded by Bill Thompson and unanimously approved to designate Community Resource Bank as our official depository in accordance with MN Statute 118A.02 for 2020-2021.
8. Moved by Brenda Owens, seconded by Katie Lochner and unanimously approved to designate Ratwik Roszak and Maloney as our legal counsel and designate the Superintendent, the District Office Personnel and Board Chairman as authorized contacts.
9. Moved by Bill Thompson, seconded by Anna Olson and unanimously approved to keep the board stipend at \$1250/year, paid ½ on June 15 and ½ on December 15.
10. Moved by Bill Thompson, seconded by Katie Lochner and unanimously approved the authorization of the Imprest Fund.
11. Moved by Anna Olson, seconded by Bill Thompson and unanimously approved the payroll authorization in accordance with MS 47.41 and 47.42.
12. Moved by Brenda Owens, seconded by Larry Robinson and unanimously approved the Resolution for Combined Polling Place for 2021-2022. Voting YES: Brenda Owens, Bob Brintnall, Bill Thompson, Anna Olson, Larry Robinson, Katie Lochner. Voting NO: None. Motion passed 6/0

13. Moved by Katie Lochner, seconded by Bill Thompson and unanimously approved to authorize the Superintendent to approve purchases up to \$10,000.
14. Moved by Katie Lochner, seconded by Brenda Owens and unanimously approved to restate the 403b Plan document.
15. Moved by Bill Thompson, seconded by Katie Lochner and unanimously approved the designation of Identified Official with Authority for the MDE External User Access Recertification System. The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Board recommends authorizing **Jeff Sampson** to act as the Identified Official with Authority (IOwA) and **Lori Hanson** to act as the IOwA to add and remove names only for **Cannon Falls Area Schools, ISD #252**.
16. The following Committees and Board Reps were assigned for 2020:

COMMITTEE	BOARD REP(s)	COMMITTEE DESCRIPTIONS
Finance Committee	Bob Brintnall, Larry Robinson (alternate) Bill Thompson (Ex Officio member)	Budgets, cuts, revenues/expenditures
Facility Committee	Larry Robinson, Anna Olson (alternate)	Buildings, grounds, maintenance
Curriculum/Technology/WETC Committee	Anna Olson, Katie Lochner	Work with staff and admin on curriculum/tests Technology needs of the District
Staff Development/GCED Committee	Brenda Owens, Katie Lochner (alternate) for Staff Development Katie Lochner, Brenda Owens (alternate) for GCED	Works with the local Teachers Union Special Ed County Co-Op Board
Transportation Committee	Anna Olson, Larry Robinson (alternate)	All Transportation needs Vehicles and Personnel
Negotiations/Personnel Committee	Bob Brintnall, Bill Thompson Katie Lochner (alternate)	Staff Contracts, Reviews, and Settlements All Personnel related information
Community Education Education Foundation	Brenda Owens, Bill Thompson (alternate)	Scheduling, Community Classes, and Events School Board Rep for the Foundation
MSBA: Policy MSHSL: Extra-Curricular Committee	Bill Thompson, Katie Lochner (alternate)	Develop and review policy/procedures Extra-Curricular Rep

17. Moved by Bill Thompson, seconded by Katie Lochner and unanimously approved to review Policies 200-500-800.
18. Moved by Katie Lochner, seconded by Anna Olson and unanimously approved Policy 104 - District Mission Statement.
19. Moved by Anna Olson, seconded by Katie Lochner and unanimously approved the donation of \$400 from the Cannon Falls Fire Department for the relighting of The Candle, Elementary Newspaper in February 2020, with volunteer advisors.
20. Moved by Brenda Owens, seconded by Bill Thompson and unanimously approved a medical leave for Sue Samuelson from January 27, 2020, through June 4, 2020.
21. Motioned by Brenda Owens, seconded by Katie Lochner and unanimously approved to adjourn at 6:41 pm.

I, the undersigned, being the duly qualified and acting Clerk of Independent School District 252, State of Minnesota, hereby certify that the foregoing is a full, true, and correct copy of the minutes of the meeting of the School Board of said District held on the date therein indicated.

WITNESS MY HAND officially as such Clerk this 27th day of January, 2020.

Katie Lochner