

ORGANIZATIONAL/REGULAR MEETING OF THE BOARD OF EDUCATION  
Aitkin Independent School District No. 1  
Aitkin, Minnesota 56431  
January 11, 2016

MINUTES

The meeting was called to order at 7:10 p.m. by Chairman Dennis Hasskamp with six members present. Mr. Hoge was absent.

Election of officers for 2016:

A motion was made by Mr. Welshons, with a second by Mr. Burgstaler, to nominate Mr. Hasskamp for chairperson. A motion was made by Mr. Welshons, with a second by Mr. Janzen, to close the nominations and cast a unanimous ballot for Mr. Hasskamp. All members voted in favor and the motion carried.

A motion was made by Mr. Welshons, with a second by Mr. Hasskamp, to nominate Mr. Burgstaler for vice chairperson. A motion was made by Mr. Janzen, with a second by Ms Hills, to nominate Mr. Chute. The vote resulted in a tie with Mr. Welshons, Mr. Hasskamp, and Mr. Burgstaler voting for Mr. Burgstaler; Mr. Janzen, Ms Hills, and Mr. Chute voted for Mr. Chute.

Mr. Chute made a motion to nominate Mr. Burgstaler for vice chairman, with a second by Mr. Janzen. Mr. Chute made a motion, with a second by Ms Hills, to close the nominations and cast a unanimous ballot for Mr. Burgstaler. All members voted in favor and the motion carried.

A motion was made by Mr. Chute, with a second by Mr. Janzen, to nominate Mr. Welshons for clerk. A motion was made by Mr. Burgstaler, with a second by Ms Hills, to close the nominations and cast a unanimous ballot for Mr. Welshons. All members voted in favor and the motion carried.

A motion was made by Ms Hills, with a second by Mr. Chute, to nominate Mr. Hoge for treasurer. A motion was made by Mr. Welshons, with a second by Mr. Chute, to close the nominations and cast a unanimous ballot for Mr. Hoge. All members voted in favor, and the motion carried.

Mr. Hasskamp seated the members.

A motion was made by Mr. Burgstaler, with a second by Ms Hills, to approve the agenda, adding 'Accept resignation' as consent agenda item #16 and 'Approve hiring' as consent agenda item #17. The order of scheduled presentations was adjusted based on the number of people in the audience interested in the Farm2School report. All members voted in favor, and the motion carried.

Scheduled presentations:

Emilee Miller and Cora Fastner reported that the Senior High Student Council is working on plans for SnoDaze festivities.

Brooke Hansen and Kady Fastner reported that the Middle School Student Council volunteered in kindergarten classrooms before Christmas, reading to the students and bringing spirit into Rippleside. They reported that a February fundraiser will support the Kinship program. Several male teachers will wear dresses to school if the council's fundraising goal is reached.

Amy Wyant, along with staff, local farmers and supporters of Farm2School, presented the Board with information on this year's Farm2School program, which has included monthly lunches serving locally produced foods.

Chad Dunaiski, Wipfli LLP, presented the Audit Report for 2014-2015. Following the report, a motion was made by Mr. Welshons, with a second by Mr. Burgstaler, to accept the Audit Report as presented. All members voted in favor of the motion, and the motion carried.

Old business:

A motion was made by Mr. Welshons, with a second by Mr. Janzen, to approve the following policies:

Policy 430 Health Care Savings Plan Contribution  
Policy 534 Walking Policy  
Policy 610 Field Trips  
Policy 504 Grievance Procedure

All members voted in favor, and the motion carried.

New business:

A motion was made by Mr. Burgstaler, with a second by Ms Hills, to approve the consent agenda as follows:

- Minutes of the Regular Meeting held on December 21.
- Office receipts for the month of December in the amount of \$982,051.35.
- Report of expenditures for December including \$713,540.72 for bills and \$780,432.91 for payroll and district contribution to PERA, TRA, OASDI/Medicare and 403(b) Match.
- Insurance Account checks #13697-13708 in the amount of \$5,730.31.
- Collateral Report for January.
- Donations for December in the amount of \$4,196.27.
- Wire transfers for December in the amount of \$1,300,000.00.
- Named the *Aitkin Independent Age* the official school district newspaper.

- Authorized use of 2016 signature stamps. All checks must be signed by the chairperson and treasurer. New signature stamps must be ordered. Authorized use of the 2015 signatures and plates until the new stamps arrive.
- Designated school attorneys without retainer – Ryan, Brucker & Kalis, and Kennedy & Graven.
- Designated depositories for school funds. The following banks should be named depositories:

General Account:	Security State Bank, Aitkin, MN and MSDLAF
Payroll Account:	Security State Bank, Aitkin, MN
Petty Cash Account:	Security State Bank, Aitkin, MN
Activity Account:	Security State Bank, Aitkin, MN
Insurance Account:	Security State Bank, Aitkin, MN
Flex Account:	Security State Bank, Aitkin, MN

Investments:	Bremer Bank, Aitkin, MN
	Security State Bank, Aitkin, MN
	Neighborhood National Bank, Aitkin, MN
	Members Cooperative Credit Union, Aitkin, MN
	MSDLAF
	U.S. Bank, Minneapolis, MN
	PMA Financial Network

- Designated the Business Manager as the Director of the District Budget, Purchasing Agent, and authority to make electronic fund transfers.
- Authorized the Superintendent to sign contracts and other documents.
- Approved lane changes:
  - Julie Miller - from BA+15 to the MA Lane
  - Sarah Shereck - from BA to the MA Lane
- Approved Employment Agreements for the 2015-2016 school year:
  - Darla Croatt - Videotape all vocal and instrumental concerts throughout the school year
  - Scott Klingelhofer - Videotape the musical and pop concert
- Accepted resignation:
  - Kylan Hill - 7th Grade Boys' Basketball Coach effective immediately
- Approved hiring
  - Travis Modl - 7th Grade Boys' Basketball Coach

All members voted in favor, and the motion carried.

A motion was made by Mr. Chute, with a second by Mr. Janzen, to establish the board meeting schedule for 2016 as the third Monday of each month, except in January and February, which are moved ahead one week due to holidays. Meetings will be held at 7:00 p.m. in the High School Media Center. All members voted in favor, and the motion carried.

A motion was made by Mr. Chute, with a second by Mr. Welshons, to set the board member salaries for the year the same as last year, which are as follows:

Chairperson	- \$245 per month
Vice Chairperson	- \$220 per month
Clerk	- \$220 per month
Treasurer	- \$235 per month
Director (3)	- \$220 per month

Negotiators – \$15 per hour in actual meeting with employees  
Out of District Meetings – \$10 per hour up to \$75 a day  
Dental insurance - \$30 per month  
Health and life insurance – available at board members' expense

All members voted in favor, and the motion carried.

Administrative reports:

Board members' reports: No board member reports were given.

Committee reports: No committee reports were given.

Superintendent's report:

Mr. Novak presented the updated enrollment numbers for each building to the Board. Mr. Novak also reviewed home school and Aitkin Alternative School enrollment numbers, stating that home school numbers are hard to track because home schools are not required to report.

The MSBA Leadership Conference is coming up later in the week. Anyone interested in attending this event should contact Mr. Novak. Board members who have attended in the past have reported that the sessions are very informational. Mr. Hasskamp will receive an award at the conference on Thursday in recognition of his twenty years of service on the Board. MSBA will be offering training for board officers on February 20 in St. Cloud.

Principals' reports:

Mr. Peterson reported on several happenings at the elementary school including upcoming OLPA and MCA testing, a PBIS rally scheduled for January 22, and the Family Fun Night scheduled for March 3.

Mr. Karelis reported that students and staff will be attending a lyceum on Thursday on the risks of texting and driving. The presentation is being offered as Bo Workman's senior project.

Mr. Karelis also reported that work is being done to get ready for scheduling for the 2016-2017 school year; the goal is to complete the process online. He also reported on the Crisis Management Plan and that a career's class is being developed for the Alternative School.

Mr. Hasskamp presented the upcoming meeting schedule as listed in the agenda.

Comments from visitors: There were no comments.

Mr. Hasskamp reviewed the committee assignments. Ms Hills will replace Mr. Welshons on the Personnel Committee.

A motion to adjourn was made by Mr. Burgstaler, with a second by Mr. Janzen. The meeting adjourned at 8:56 p.m.

Tiffany Gustin  
Secretary