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2 St. Anthony-New Brighton School District 282  
3 **Organizational Meeting**  
4 Wednesday, January 9, 2013 – 7:00 p.m.  
5 St. Anthony Village City Council Chambers  
6 3301 Silver Lake Road – St. Anthony, MN 55418

7  
8 **MINUTES**  
9

10 **1. Call to Order – 7:00 p.m.**

11 Presenter: Barry Kinsey, Chair  
12

13 **2. Approval of Agenda**

14 Recommended Motion: "...to approve the agenda for the January 9, 2013, Organizational  
15 Meeting of the School Board, as presented."

16 Made by: Don Siggelkow, Seconded by: Leah Slye Motion Carries  
17

18 **3. Election of Officers**

19 *The Chair will call for nominations from the floor for the office of Chair. No second is required.*  
20 *After a call for further nominations, if none are stated, the Chair will declare the nominations*  
21 *closed. A vote is called in the following manner: "Those in favor of 'candidate's name' signify*  
22 *by saying 'aye'. Those opposed? The ayes have it, (Candidate) is elected chair.*  
23

24 At this time, the gavel is passed to the newly elected Chair. The same procedure is then  
25 followed for the offices of Vice Chair, Clerk and Treasurer.

26 Presenter: Board Chair  
27

28 A. Chair: **Barry Kinsey**

29 Made by: Leah Slye; Approval: Motion Carries  
30

31 B. Vice Chair: **Leah Slye**

32 Made by: Dave Evans; Approval: Motion Carries  
33

34 C. Clerk: **Don Siggelkow**

35 Made by: Mike Volna; Approval: Motion Carries  
36

37 D. Treasurer: **Mike Volna**

38 Made by: Andrea Scamehorn; Approval: Motion Carries  
39

40 **4. Re-Affirmation of School Board Ethics:**

41 Recommended Motion: "...to reaffirm our role as school board members in the St. Anthony-  
42 New Brighton School District as it pertains to the ISD #282 Code of Ethics Policy #209"

43 Made by: Andrea Scamehorn Seconded by: Don Siggelkow Approval: Motion Carries  
44

45 **5. Organizational Business:**

46 A. Regular Meetings

47 Recommended Motion: "...to set regular business meetings on the first Tuesday of each  
48 month when school is in session. As much as possible and practical, these meetings will  
49 be held in the St. Anthony Village Council Chambers. Additional regular business meetings  
50 may be set as needed or as warranted by items requiring board action that surface  
51 throughout the fiscal year. These additional regular meetings will be formally set at a  
52 regular meeting and held in the HS/MS Media Center or other location as announced. All  
53 regular meetings will begin at 7:00 p.m. and are time-certain until 10:30 p.m. (no new action  
54 item may be discussed after 10 p.m. unless the time-certain meeting ruling is suspended).  
55

56 All routine items will be included in the *Consent Agenda*. There shall be a 10-minute  
57 *Communications Break*. Time will be set aside for an ~~Open Mike~~ **Listening Session** when  
58 anyone in the audience can address the School Board related to items on the agenda. ~~Ten~~  
59 **Twenty** minutes *total* will be allowed for this purpose. All items requiring action by the  
60 School Board shall, when at all possible, be placed at the beginning of the agenda.

61 Made by: Dave Evans Seconded by: Mike Volna Approval: Motion Carries  
62

63 B. Work Sessions

64 Recommended Motion: "...to hold work sessions on the third Tuesday of each month when  
65 school is in session and at other times as needed. Work sessions will be held in the  
66 HS/MS Media Center unless otherwise announced and will begin at 7:00 p.m./ or at a time  
67 of day as arranged that best suits the topics planned for discussion."

68 Made by: Leah Slye Seconded by: Andrea Scamehorn Approval: Motion Carries  
69

70 C. Payment of Bills

71 Recommended Motion:"...that *Payment of Bills* will be approved by the board as part of  
72 the *Consent Agenda* at regular School Board Meetings. At times when this practice is not  
73 timely or practical, *Payment of Bills* and other routine business actions may be authorized  
74 by the Superintendent of Schools or Director of Business Services."

75 Made by Mike Volna Seconded by: Don Siggelkow Approval: Motion Carries  
76

77 D. Meeting Minutes

78 Recommended Motion "...that the School Board Secretary shall keep an accurate record  
79 of all minutes on file in the District Office. Minutes must be published ~~in the official~~  
80 ~~newspaper~~ **on the official website** of the District."

81 Made by: Leah Slye Seconded by: Mike Volna Approval: Motion Carries  
82

83 E. Official Newspaper

84 Recommended Motion: "...to designate the St. Anthony Bulletin as the official newspaper of  
85 the School District."

86 Made by: Dave Evans Seconded by: Andrea Scamehorn Approval: Motion Carries  
87

88 F. Bank Depositories

89 Recommended Motion: "...to designate M.S.D.L.A.F., Bremer Bank, U.S. Bank  
90 Minneapolis, N.A., MN Trust, Wells Fargo, N.A., PMA Financial Network, and Associated  
91 Bank, as bank depositories for the School District."

92 Made by: Don Siggelkow Seconded by: Mike Volna Approval: Motion Carries  
93

94 G. Electronic Transfers:

95 Recommended Motion: "...to authorize the Superintendent and/or Director of Business  
96 Services to make electronic transfers pursuant to MN Statute 471.28, Subsection 3."

97 Made by: Dave Evans Seconded by: Andrea Scamehorn Approval: Motion Carries  
98

99 H. Authorization to Invest Funds:

100 Recommended Motion: "...to authorize the Superintendent and/or Director of Business  
101 Services to invest funds in accordance with MN Statute 475.66"

102 Made by: Leah Slye Seconded by: Mike Volna Approval: Motion Carries  
103  
104  
105  
106

07 I. Committee Appointments

08 Recommended Motion: "...to designate the Chairperson of the Board to review all member  
09 appointments in January and identify position which require new appointments prior to the  
10 first February board meeting.

11 Made by: Don Siggelkow Seconded by: Leah Slye Approval: Motion Carries  
12

13 J. Mileage Reimbursement

14 Recommended Motion: "...to authorize mileage reimbursement rate paid of employees for  
15 authorized use of private automobiles at the current Internal Revenue Service rate."

16 Made by: Dave Evans Seconded by: Andrea Scamehorn Approval: Motion Carries  
17

18 K. Member Compensation

19 Recommended Motion: "...to authorize \$4,000 annually for each School Board member,  
20 plus an additional \$800 per year for the Chair. All members of the board may receive per  
21 diem payments over the salaries established by the Board of Education for attending  
22 meetings of AMSD, WMEP, union negotiations, and such other meetings as may be  
23 approved by the board, and which take the member away from his/her regular obligations  
24 of regular workday or which are held on Saturday or Sunday. Said compensation for the  
25 per diem payment is \$30 per day for up to four hours and \$50 per day in excess of four  
26 hours."

27 Made by: Don Siggelkow Seconded by: Andrea Scamehorn Approval: Motion Carries  
28

29 L. Listening Sessions

30 Recommended Motion: "...to approve regular Listening Sessions for Members of the  
31 School Board to meet with the public in advance of regular board meetings 30 minutes prior  
32 to each regularly scheduled board meeting for a period of time not to exceed 20 minutes in  
33 length."

34 Made by: Andrea Scamehorn Seconded by: Leah Slye Approval: Motion Carries  
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36 6. Authorization to Use Current Check Signer Plate

37 Recommended Motion: "...to authorize the business office to continue the use of the current  
38 check signer plate for salary and accounts payable checks until plates with the new signatures  
39 are received."

40 Made by: Andrea Scamehorn Seconded by: Don Siggelkow Approval: Motion Carries  
41

42 7. Resolution Authorizing the Superintendent or School Board Chair to Hire Legal Counsel

43 Recommended Motion: "...to designate Knutson, Flynn and Deans, P.A. as the official legal  
44 counsel of the School District and to approve a resolution to employ legal counsel as follows:  
45

46 **WHEREAS**, from time to time matters arise which require consultation with legal counsel; and  
47 **WHEREAS**, the School Board may not have time to meet specifically to hire legal counsel for a  
48 particular circumstance that has arisen and, therefore, a general authorization to contact legal  
49 counsel is necessary; and  
50 **WHEREAS**, the School Board reserves the right to hire any legal counsel of its choice for any  
51 particular matter;  
52

53 **NOW, THEREFORE BE IT RESOLVED** by the School Board of Independent School District  
54 282 as follows: That the Superintendent and School Board Chair by and hereby are  
55 authorized to contact legal counsel as needs require.

56 Made by: Don Siggelkow Seconded by: Leah Slye Approval: Motion Carries  
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58 8. Next Regular Meeting

- 59 • January 9, 2013, immediately after this Organizational Meeting was adjourned.

60  
61 9. Adjournment: 7:15 p.m.  
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66  
67 Respectfully submitted,

ATTEST:

68  
69  
70  
71 Sheli Pollard

\_\_\_\_\_  
72 Don Siggelkow, School Board Clerk  
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