

**CLEARBROOK-GONVICK SCHOOL
INDEPENDENT SCHOOL DISTRICT #2311
BOARD OF EDUCATION
REORGANIZATION/SPECIAL MEETING
JANUARY 7, 2019 - 7:00 P.M.**

The meeting was called to order by Chairman Westrum at 7:02 p.m. Declaration of Quorum – Members present: Tracy Imle, James Galloway, Corey Petterson, Richard Hetland, Tom Stenzel, and Jeff Westrum. Members absent: Kris Snyder. Also present: Superintendent Jeff Burgess, Jason Splett representing ICS, 1 staff member, and no community members

1. **Town Hall Meeting** (Odd Number Months)
- 4 **Community Comments** - None
- 5 Approval of Agenda – MMS Imle/Galloway to approve agenda as presented. MCU.
- 6 **Board Reorganization Meeting**
 - 6.1 **Election of Officers - MMS Stenzel/Hetland to accept the table of 2018 for 2019 officers by unanimous ballot.** MCU.
 - 6.1.1 Chair – Nominations - Jeff Westrum for 2019. No other nominations MCU.
 - 6.1.2 Clerk – Nominations – Tracy Imle Board Clerk for 2019. No other nominations MCU
 - 6.1.3 Treasurer – Nominations – James Galloway as Treasurer for 2019. No other nominations MCU
 - 6.2 **Assignment of Committees** – MMS Imle/Galloway to approve committee memberships as listed below. MCU
 - MSBA Legislative – Tom Stenzel, Jeff Westrum
 - Communications – Tom Stenzel, Richard Hetland, Tracy Imle
 - MSHSL – Tom Stenzel
 - BRIC – Kris Snyder
 - Food Service Hearing Officer – Corey Petterson
 - Safety/Building & Grounds – Tracy Imle, Tom Stenzel, Richard Hetland
 - Finance – Tom Stenzel, Corey Petterson, James Galloway
 - Technology – Jeff Westrum, Kris Snyder
 - Policy – Richard Hetland, James Galloway, Tom Stenzel
 - Hiring – Tracy Imle, Kris Snyder (Jeff Westrum, alt)
 - Negotiating (certified) – Corey Petterson, Tracy Imle, (Jeff Westrum, alt)
 - Negotiating (non-certified) – Jeff Westrum, Tom Stenzel (James Galloway, alt)
 - Meet and Confer – Tracy Imle (Tom Stenzel, alt)
 - Transportation – Corey Petterson, Richard Hetland
 - Superintendent Evaluation – Tracy Imle, Jeff Westrum, James Galloway
 - 6.3 **Board Salaries** – MMS Imle/Stenzel to pay board officers \$65 and board members \$60 for board meetings; \$45 for negotiations, and \$40 for committee meetings in 2019. MCU
 - 6.4 **Official Meeting Dates** – MMS Imle/Stenzel to hold board meetings on the 3rd Monday of every month during 2019, except on dates with holidays.
 - 6.5 **Official Depositories** – MMS Stenzel/Imle to use Border State Bank (Formerly First State Bank) and Northern State Bank as official depositories for 2019. MCU
 - 6.6 **Official Publication** – MMS Imle/Stenzel to use The Leader Record and the Farmers Independent as the official publications for 2019. MCU
 - 6.7 **Official Signatures** – MMS Galloway/Imle to assign Superintendent (Jeff Burgess), Business Manager (Paula Boomgaarden), Human Resources Director (Jenetta Mathson), Board Chair (Jeff Westrum) and Treasurer (James Galloway) as official signatures for all accounts for 2019.
 - 6.8 **School Attorney** – MMS Imle/Galloway to approve Knutson/Flynn & Deans. as the School Attorney for 2019. MCU
 - 6.9 **Official Mileage Rate** – MMS Stenzel/Petterson to use the current IRS rate as the official mileage rate for 2019. If a personal vehicle is used by personal choice when the school car is available, the rate used for mileage will be one half the IRS rate. MCU
 - 6.10 **Authorized LEA Representative** – MMS Galloway/Imle to name Superintendent as the Authorized LEA for 2019. MCU
 - 6.11 **MSHSL Board Representative** – MMS Petterson/Galloway to name Tom Stenzel as the Board Designated MSHSL Representative. MCU.
- 7 **Building Project Construction Management** – Jason Splett of ICS presented the proposal for ICS to act as the Project Manager for the addition of the Early Childhood wing. Questions were asked and answered. Discussion was held. MMS Petterson/Hetland to approve Resolution to allow the Superintendent and Board Chair to negotiate the contract with ICS as the Construction Manager on the Early Childhood addition. Roll Call Vote – Imle – Yes, Galloway – Yes, Hetland – Yes, Petterson – Yes, Stenzel Yes, Westrum – Yes. MCU.
- 8 **Adjournment** – MMS Imle/Galloway to adjourn meeting at 7:32 p.m. MCU.

Action Items for February Meeting

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Next Regular Meetings – Wednesday, January 23, 2019 at 7:00 p.m.
Monday, February 25, 2019 at 7:00 p.m.