

# School Board Organizational Meeting

Monday, January 22, 2024 6:30 PM

Conference Room 1148 MS/HS, 1401 7th St SW, Pipestone, MN 56164

1. **Call Meeting to Order**

2. **Pledge of Allegiance**

3. **Approval of Agenda**

4. **School Board Organization for 2024**

4.1. Election of Officers for 2024

4.2. Establish Regular Monthly Meetings

4.3. Approve Treasurer to Pay Bills

4.4. Authorize Superintendent and Business Office to Perform Duties of the Treasurer

4.5. Authorize Superintendent's Administrative Assistant (District Clerk) to Sign Documents in Absence of Board Clerk

4.6. Resolution Directing Superintendent to Make Recommendations for Adjustments in Curriculum, Programs, and Staff for the Following School Year

4.7. Approve Ratwik, Roszak & Maloney and Pemberton Law as the Legal Firms for the School District

4.7.1. Authorize Superintendent, Board Chair, or Designee by Superintendent or Board Chair to Contact Legal Counsel

4.8. Establish Official Depositories

4.9. Establish Official Newspaper

4.10. Set Board Salaries and Mileage

4.11. Authorize Superintendent to Contract for Goods and Services

4.12. Policy 213, School Board Committees

4.12.1. Standing Committee Assignments

4.12.2. Other Committee Assignments - Activities Advisory (1), Community Education (1), Worlds Best Workforce (1), and Legislative Liaison (1)

5. **Adjourn**

<b>SCHOOL BOARD ORGANIZATION MEETING 2023</b>		<b>6.12.1 Standing Committee Assignments</b>
<b>6.1 Election of Officers for 2023</b>		
Chairman: Brad Carson		<b>Finance/Budget</b>
Vice Chair: Lance Oye		1. Lance Oye, Chair
Clerk: Katie Wiese		2. Brad Carson
Treasurer: Chrissy DeBates		3. Chrissy DeBates
<b>6.2 Establish Monthly Meetings:</b>		<b>Negotiations/Personnel (1 of 2)</b>
4th Mon. of each month except Dec (3rd Mon)		1. Brad Carson, Chair
MSSH Library, 7:00 P.M.		2. Mark Hiniker
	<u>RE/KW motion. Carried.</u>	3. Daphne Likness
<b>6.3 Authorize Treasurer to Pay Bills:</b>		
	<u>RE/CD motion. Carried.</u>	<b>Facilities/Building &amp; Grounds</b>
<b>6.4 Authorize Superintendent and Business Office to Perform Duties of Treasurer:</b>		1. Lance Oye, Chair
	<u>RE/KW motion. Carried.</u>	2. Katie Wiese
		3. Mark Hiniker
<b>6.5 Authorize Superintendent's Admin Assistant to Sign Documents in Absence of Board Clerk:</b>	<u>CD/AN motion. Carried.</u>	<b>Policy</b>
<b>6.6 Resolution Directing Superintendent to Make Recommendations for Adjustments in Curriculum, Programs, and Staff for the Following Year:</b>		1. Tyler Fruechte
	<u>KW/RE motion. Carried.</u>	2. Katie Wiese
		3. Chrissy DeBates
<b>6.7 Approve Ratwik, Roszak &amp; Maloney as Legal Firm for School District:</b>		<b>Calendar</b>
	<u>RE/CD motion. Carried.</u>	1. Chrissy DeBates, Chair
<b>6.7.1 Authorize Superintendent and Board Chair, or Designee by Superintendent or Board Chair to Contact Legal Counsel:</b>		2. Daphne Likness
	<u>AN/KW motion. Carried.</u>	
<b>6.8 Establish Official Depositories:</b>		<b>6.12.2 Other Committee Assignments</b>
First Bank & Trust		
First Farmers & Merchants National Bank		<b>Activities Advisory</b>
Minnesota Liquid Asset Fund		1. Brad Carson
MN TRUST		
First State Bank Southwest		<b>Community Education</b>
People's State Bank of Jasper		1. Mark Hiniker
	<u>RE/CD motion. Carried.</u>	
<b>6.9 Establish Official Newspaper:</b>		<b>World's Best Workforce</b>
<i>Pipestone County Star</i> - Agenda & Summary of Minutes		1. Katie Wiese
<i>Free Star</i> - Agenda		
Website - Agenda and Full Minutes		<b>Legislative Liaison</b>
	<u>KW/RE motion. Carried.</u>	1. Brad Carson
<b>6.10 Set School Board Salaries:</b>		
Per Board Meeting: \$60.00		
Committee Meeting: \$50.00		
Out-Of-Town: \$100.00		
Chair: \$400.00		
Mileage: 65.5 per mile (Federal Rate)		
Meals: Cost		
	<u>RE/CD motion. Carried.</u>	
<b>6.11 Authorize Superintendent to Contract for Goods &amp; Services:</b>		<b>Approved &amp; Dated by the Board 1-9-23</b>
	<u>KW/AN motion. Carried.</u>	<b>Updated: 7-5-23 (Tyler and Lance)</b>

<b>SCHOOL BOARD ORGANIZATION MEETING 2024</b>		<b>4.13.1 Standing Committee Assignments</b>
<b>4.1 Election of Officers for 2024</b>		
Chairman:		<b>Finance/Budget</b>
Vice Chair:		1.
Clerk:		2.
Treasurer:		3.
<b>4.2 Establish Monthly Meetings:</b>		<b>Negotiations/Personnel (2 of 2)</b>
4th Mon. of each month except May and Dec (3rd Mon)		1. Brad Carson, Chair
Conference Room 1148, 7:00 P.M.		2. Mark Hiniker
		3. Daphne Likness
<b>4.3 Authorize Treasurer to Pay Bills:</b>		
		<b>Facilities/Building &amp; Grounds</b>
<b>4.4 Authorize Superintendent and Business Office to Perform Duties of Treasurer:</b>		1.
		2.
		3.
<b>4.5 Authorize Superintendent's Admin Assistant to Sign Documents in Absence of Board Clerk:</b>		<b>Policy</b>
		1.
<b>4.6 Resolution Directing Superintendent to Make Recommendations for Adjustments in Curriculum, Programs, and Staff for the Following Year:</b>		2.
		3.
<b>4.7 Approve Ratwik, Roszak &amp; Maloney and Pemberton Law as Legal Firms for the School District:</b>		<b>Calendar</b>
		1.
		2.
<b>4.7.1 Authorize Superintendent and Board Chair, or Designee by Superintendent or Board Chair to Contact Legal Counsel:</b>		
		<b>4.13.2 Other Committee Assignments</b>
<b>4.8 Establish Official Depositories:</b>		
First Bank & Trust		<b>Activities Advisory</b>
First Farmers & Merchants National Bank		1.
Minnesota Liquid Asset Fund		
MN TRUST		<b>Community Education</b>
First State Bank Southwest		1.
People's State Bank of Jasper		
		<b>World's Best Workforce</b>
<b>4.9 Establish Official Newspaper:</b>		1.
<i>Pipestone County Star</i> - Agenda & Summary of Minutes		
<i>Free Star</i> - Agenda		<b>Legislative Liaison</b>
Website - Agenda and Full Minutes		1.
<b>4.10 Set School Board Salaries:</b>		
Per Board Meeting: \$60.00		
Committee Meeting: \$50.00		
Out-Of-Town: \$100.00		
Chair: \$400.00		
Mileage: 67 cents per mile (Federal Rate)		
Meals: Cost		
		<b>Approved &amp; Dated by the Board</b>
<b>4.11 Authorize Superintendent to Contract for Goods &amp; Services:</b>		

## REGULAR BOARD MEETING DATES

January	January 22, 2024	
February	February 26, 2024	
March	March 25, 2024	
April	April 22, 2024	
May	May 20, 2024	(3 <sup>rd</sup> Monday)
June	June 24, 2024	
July	July 22, 2024	
August	August 26, 2024	
September	September 23, 2024	
October	October 28, 2024	
November	November 25, 2024	
December	December 16, 2024	(3 <sup>rd</sup> Monday)
January	January 6, 2025	(School Board Organizational Meeting)
January	January 27, 2025	

**Meetings will be held at the MS/HS in Conference Room 1148 at 7:00 PM.**



# PIPESTONE AREA SCHOOLS District No. 2689

Dr. Klint W. Willert, Superintendent  
Todd Huisman, MS/HS Principal  
Jennifer Moravetz, Elementary Principal  
Jacque Kennedy, Business Manager

Rick Zollner, Activities Director  
Christeen Groenhoff, Maintenance Director  
Jean Bailey, Food Service Director

*"District and Community committed to working together to provide educational excellence and support our students for their future."*

Pipestone Area Schools, District 2689, School Board Members authorize the Administrative Assistant to the Superintendent to take the official meeting minutes and to sign documents for the School Board Clerk if clerk is unattainable and immediate action or signature is required.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Clerk

Approved and dated by the board: \_\_\_\_\_

This document will be approved every January at the Organizational Meeting.

*"Inspire life-long learners. Build Character. Prepare them for their future."*

RESOLUTION DIRECTING SUPERINTENDENT TO MAKE RECOMMENDATIONS FOR ADJUSTMENTS  
IN CURRICULUM, PROGRAMS AND STAFF FOR THE FOLLOWING SCHOOL YEAR (2024)

BE IT RESOLVED, by the School Board of Independent School District No. 2689, State of  
Minnesota as follows:

HEREBY, we direct the Superintendent of Pipestone Area Schools to make  
recommendations for adjustments in curriculum, programs and staff for the following school  
year.

The motion for the adoption of the foregoing resolution was duly motioned by , and seconded by  
In favor;  
against;  
whereupon said resolution was declared and duly .