

ISD 110 School Board Annual Organizational Meeting

Monday, January 6, 2025 7:00 PM

Waconia Public Schools - District Office - Conf Rm A, 512 Industrial Blvd.,
Waconia, MN 55387

1. CALL TO ORDER, ADOPTION OF AGENDA, and NOTATION OF MEMBERS IN ATTENDANCE and PLEDGE OF ALLEGIANCE

1.A. Ceremonial Oath of Office **Presenter:** Acting
Chair Bergstrom

2. ELECTION OF 2025 ISD 110 BOARD OF EDUCATION OFFICERS

2.A. Election of 2025 ISD 110 Board Chair **Presenter:** Acting
Chair Bergstrom

2.A.1. Acting Chair calls for nominations (3
times)

2.A.2. Acting Chair closes nominations

2.B. Election of 2025 ISD 110 Board Vice Chair/Clerk **Presenter:** 2025 Chair

2.B.1. 2025 Chair calls for nominations (3
times)

2.B.2. 2025 Chair closes nominations

2.C. Elect 2025 ISD 110 School Board Treasurer **Presenter:** 2025 Chair

2.C.1. 2025 Chair calls for nominations (3
times)

2.C.2. 2025 Chair closes nominations

3. CONSENT AGENDA

3.A. Designate Outside Firms to Represent School
District 110:

3.A.1. Legal Counsel/Firms
RECOMMENDATION: Appoint Squires, Waldspurger, &
Mace, P.A., Kennedy & Graven Chartered, and
Melchert, Hubert, Sjodin, PLLP as the District
110 Legal Counsel.

3.A.2. Official Newspaper
RECOMMENDATION: Designate the Waconia Patriot as
official school newspaper for District 110.

3.A.3. Financial Investment and Designated
District Depositories
RECOMMENDATION: Old National Bank of Waconia,
Security Bank of Waconia, MN Trust, Associated
Bank, Mid-Country Bank, and Hometown Bank be
designated as depositories for the funds of this
District. Representatives of this district are
hereby authorized to open or caused to be open an
account or accounts with said institutions of
such terms, conditions, and agreements as shall
be required by said institutions; to endorse or
cause to be endorsed in the name of the district,
to negotiate, deposit or cause to be deposited in
such account or accounts any money, checks,
drafts, orders, notes, and other instruments; and
to make any other agreements deemed advisable in
regard thereto maintaining deposits below the

\$250,000 FDIC limit, except where sufficient collateral is provided to insure deposit coverage. Representatives of the district are the Superintendent and Director of Finance and Operations. They are authorized to open new accounts with other federally insured organizations, as needed, in accordance with the above description.

3.B. Adopt Finance and Operations Resolutions:

3.B.1. Adopt Resolution Authorizing Facsimile signatures

RECOMMENDATION: Resolve that District 110 School Board authorizes the Director of Finance and Operations to use facsimile signatures for all school district checks and orders.

3.B.2. Adopt Resolution Determining Local Agency Representatives

RECOMMENDATION: Resolve that as District 110 applies for financial assistance available under federal program, the Superintendent be named as local agency representative and be directed to execute and file applications for and on behalf of the school district and otherwise act as authorized representative of the school district in state and federally funded programs.

3.B.3. Adopt Resolution Authorizing the Lease and/or Purchase of Goods and Services

RECOMMENDATION: Resolve that District 110 School Board authorizes the Superintendent or designee to lease, purchase, and contract for goods and services within the general budget categories pursuant to Minnesota Statute section 123B.52

3.B.4. Adopt Procedure for Auditing Monthly Bills

RECOMMENDATION: The Board will receive a summary of the monthly bills to be approved in their board packet. Board members may audit any specific bills by contacting the Director of Finance and Operations prior to the meeting.

3.B.5. Establish 2025 mileage reimbursement at IRS rate of .70 cents per mile.

3.C. Appointment of District Personnel to Serve as District Representative:

3.C.1. Appoint Superintendent as responsible authority for District 110

3.C.2. Authorize Superintendent to sign for grants on behalf of the school board

3.C.3. Appoint Superintendent as District 110 Transportation Director

3.C.4. Appoint Superintendent as Local Board of Education Action Representative and District's 504 Compliance Coordinator

RECOMMENDATION: Appoint Superintendent to serve as the local board of education representative in filing applications for funds as approved under public law 103.382. (Title I Programs)

3.C.5. Delegate authority to Mary Overby, District 110 Controller to make electronic funds transfers to a designated business administrator or chief financial officer or the officer's designee.

3.C.6. Appoint Director of Special Education as District 110 Homeless Student Representative

4. **MEETING TIMES AND DATES**

4.A. Establish Meeting Dates & Times for the Year

4.B. Establish Meeting Adjournment Time
RECOMMENDATION: establish all school board meetings adjourn by 10:30 PM, and if needed to resume the meeting at a later date.

5. **DISCUSSION ITEMS**

5.A. 2025 Committee/Representative Assignments
The 2025 committee/representative assignments are done by the board chair and will be finalized in the days following the organizational meeting.

5.B. Standing Committees per Policy 213:

- Finance & Facilities
- Policy & Advocacy
- Negotiations Committee(s) *as needed*
- Governance (Chair, Vice Chair/Clerk, and Treasurer) *as needed*
- Grievance *as needed*

5.C. Additional committee/representation assignments include:

- Schools Advocating for Fair Funding (5x/year)
- Southwest Metro Intermediate District 288 Representative (11x/year, 3rd Tuesday)
- Minnesota State High School League Representative (1x/year)
- Special Education Advisory Council (1x/year)
- Community Education Advisory Representative (5-6x/year)
- Teaching & Learning Advisory Council (4x/year)
- Liaison to Waconia City Council (12x/year)
- District 110 Foundation Representative (6x/year)
- Elementary PTOs (as needed)
- WMS PTO (as needed)
- Booster Organizations (as needed)

5.D. Board Member Site Visits

Presenter: Dr. Brian Gersich,
Superintendent



Respect - Collaboration - Inclusiveness - Empathy - Resilience

MEMORANDUM

TO: ISD 110 School Board

FROM: Brian Gersich, Superintendent

DATE: January 6, 2025

RE: School Board Member Site Visits **(revised for new Board members)**

As noted in the past, our Board Handbook has language related to site visits. The purpose of this schedule is to help create structure and planning around building visits to ensure each of our educational sites is visited by a member of the school board over the course of the school year. By visiting our buildings during the school day, board members can gain an additional understanding of the education process, while also creating a level of exposure to the amazing teachers, students, and support staff we have in our district. This additional perspective supports the Board as it makes decisions related to the priorities of our district.

As noted in the handbook, “Board members must take care to separate their parent/volunteer roles from their roles as Board members.” To support that separation, the proposal is to have Board members visit specific sites each year, partially assigned so as to mitigate how often board members would visit a site already attended by their children. That is to say, there is an assumption that a Board member already visits that site as a parent. Therefore these visits would ensure you have just a single role, that of a Board member.

As such, and also as outlined in the Board Handbook, “Board members must remember that they do not serve in an administrative role and should not attempt to direct, criticize, discipline, or disrupt the work of staff members.”

Goal: over the course of the fall (and spring if desired) schedule a visit to the site.

To do so: email the principal of the site and CC the superintendent to schedule the visit, preferably about 1 hour. As you prepare, please consider what information might be helpful to learn about the site, and keep in mind the perspectives of the board to observe our system from “10,000 feet”.

Proposed Revised Site Assignments:

Site	Principal / Contact	Board Member
Bayview	Ann Swanson	Kelly Amott
Laketown	Keith Baune	Kim Kelzer-Breeden
Southview	Dr. Khuzana DeVaan	Jesse Bergstrom
Waconia Middle School	Shane Clausen	Ryan Rosin
Waconia High School	Paul Sparby	Amanda Wilson
Waconia Alternative Learning	Paul Sparby	Heather Arnita
Waconia PK (District Office)	Steve Jensen	Melanie Hagen

5.E. Assign Board Mentors to Newly Elected Board
Members

Presenter: 2025 Board
Chair

6. **ADJOURNMENT**