

**BAGLEY PUBLIC SCHOOLS  
REGULAR SCHOOL BOARD MEETING  
JANUARY 3, 2023  
SUMMARY**

A regular meeting of the School Board, Independent School District #162 was held on January 3, 2023, at 6:00 p.m. in the High School Room 101. Members present: Adam Broden, Wendy Fultz, Andrew Bennett, Amanda Koop, Mark Olson, and Superintendent Dr. Heise. Members absent: John Gerbracht.

Treasurer Fultz called the meeting to order and opened with the Pledge of Allegiance to the Flag.

1. Treasurer Fultz administered the Acceptance and Oath of Office to elected board members Wendy Fultz, Amanda Koop and Andrew Bennett.
2. M/S Olson, Broden to approve the Agenda. MP 5-0.
3. Nominations were accepted for Chairperson of the Board of Education. Andrew Bennett nominated Adam Broden. There were no further nominations and nominations for the office of chairperson were closed. The Board cast a unanimous ballot naming Adam Broden Chairperson of the School Board from January 1, 2023 through December 31, 2023.
4. Nominations were accepted for Clerk of the Board of Education. Adam Broden nominated John Gerbracht. There were no further nominations and nominations for the office of clerk were closed. The Board cast a unanimous ballot naming John Gerbracht Clerk of the School Board from January 1, 2023 through December 31, 2023.
5. Nominations were accepted for Treasurer of the Board of Education. Adam Broden nominated Wendy Fultz. There were no further nominations and nominations the office of treasurer were closed. The Board cast a unanimous ballot naming Wendy Fultz Treasurer of the School Board from January 1, 2023 through December 31, 2023.

Andrew Bennett, Amanda Koop, and Mark Olson will serve as Directors of the School Board from January 1, 2023 through December 31, 2023.

6. M/S Olson, Fultz that the School Board to hold official meetings on the first and third Mondays of each month at 6:00 p.m. If there is a conflicting holiday the meeting would move to the next available business day. MP 5-0.
7. M/S Fultz, Bennett designating the First National Bank of Bagley, Minnesota School District Liquid Asses Fund, US Bank, PMA/MN Trust, and Apple Financial Services as official depositories for school district funds for the year 2023 and authorizing the Superintendent or designee to do electronic transfers. MP 5-0.
8. M/S Olson, Bennett naming Kennedy and Graven, Minneapolis, Minnesota, as School Attorney for ISD #162 with the understanding that alternative legal counsel may be obtained at the discretion of the Superintendent with the Board Chair approval. MP 5-0.
9. M/S Fultz, Olson for the board member salaries remain the same rate as last year.

M/S Fultz, Olson to amend the previous motion to change the mediation and arbitration meeting rate for virtual meetings. The board member salaries for regular and special school board meetings as follows:

Chairperson - \$72.50 per meeting

Clerk - \$70 per meeting

Treasurer - \$70 per meeting

Directors - \$65 per meeting

\$65 per meeting for attending committee and negotiations meetings.

Mediation and arbitration In Person Meeting - \$160/day - \$80/half day.

Mediation and arbitration Virtual Meeting - \$80/day - \$40/half day.

Board members should contact Jennifer Hecht when they attend committee meetings.

MP 5-0.

10. M/S Fultz, Olson naming the Farmers Independent of Bagley, Minnesota, as the official newspaper for Independent School District #162. MP 5-0.
11. M/S Olson, Bennett to adopt the IRS Mileage Reimbursement Rate for all those who travel on school business. When personal vehicles are used for travel at the request of the employee, no reimbursement will be made unless the transportation director confirms a school vehicle was not available. MP 5-0.
12. M/S Fultz, Koop that meal reimbursement for all those who travel on school business be as follows:
  - A. Breakfast - \$10.00
  - B. Lunch - \$15.00
  - C. Dinner - \$20.00
  - D. \$45/day may be used for one, two or three meals if gone all day.
  - E. Board members receive full reimbursement for meals and lodging.

Receipts must be submitted to the Business Manager in order to be reimbursed. Claims that are not for overnight trips will be paid through payroll and will be taxable income. Reference from Policy 412. MP 5-0.

13. M/S Olson, Bennett to authorize Jenetta Weems, Business Manager, as Caretaker/Manager of the Bagley Petty Cash and Bagley Petty Cash Travel Funds. In addition to Jenetta Weems, Nichole Ekre and Jennifer Hecht are authorized to sign checks in this account. MP 5-0.
14. M/S Fultz, Bennett to appoint Jennifer Hecht as Recorder of the Minutes for ISD #162. MP 5-0.
15. M/S Bennett, Fultz to adopt the following resolution: The Local Board of Education of Independent School District #162 has authorized Erich Heise, at a monthly meeting held on January 3, 2023, for the calendar year 2023 to act as the LEA Representative in filing an application for funds as provided under Public Law 103-382. The LEA Representative will ensure that the school district maintains compliance with the appropriate Federal statutes, regulations, and State procedures currently in effect and will act as the responsible authority in all matters relating to the administration of this application. Kristi Moritz is authorized as Contact Person for Title I and Title II Part A. MP 5-0.
16. M/S Olson, Bennett naming Superintendent Heise as official representative in applying for funds under PL 88-352 Title VI Part A Indian Education and that application for these funds are made. Further, that Amanda Barras be named as Indian Education Director for the calendar year 2023. Amanda Barras is authorized as Contact Person for the Title VI. MP 5-0.
17. M/S Bennett, Fultz naming Superintendent Heise as official representative in applying for funds under Public Law 81-874 Impact Aid and Amanda Barras to make application for these funds. MP 5-0.
18. M/S Bennett, Koop authorizing the Board Treasurer to approve payments of bills for all months during the year the Board of Education meetings do not coincide with the District's normal disbursement schedule. MP 5-0.
19. M/S Fultz, Olson to authorize Jenetta Weems and Nichole Ekre to make electronic fund transfers. MP 5-0.
20. M/S Fultz, Bennett to approve the following consent agenda items:
  - A. Minutes – December 19, 2022
 MP 5-0.
21. The Board reviewed the School Board Member Vacancy applications. M/S Olson, Broden to appoint Amy Fontaine as the interim school board member. MP 5-0.
22. Member Bennett introduced the following resolution and moved its adoption:

**FILLING SCHOOL BOARD VACANCY BY APPOINTMENT**

**WHEREAS**, a vacancy exists in the office of school board member with a term expiring the first Monday in January, 2025; and

**WHEREAS**, the vacancy occurred more than ninety (90) days prior to the first Tuesday after the first Monday in November in the year the vacancy occurred and prior to the fourth year of the vacant term;

**NOW THEREFORE BE IT RESOLVED** by the School Board of Independent School District No. 162, State of Minnesota, as follows:

Pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b, Amy Fontaine is hereby appointed to fill the vacancy and to serve until a successor is elected and qualified. The appointment shall be effective thirty (30) days after the adoption of this resolution unless a valid petition to reject the appointee is filed with the school district clerk pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b(b) within that thirty (30) day time period.

The motion for the adoption of the foregoing resolution was duly seconded by Koop

and upon vote being taken thereon, the following voted in favor thereof Bennett, Koop, Olson, Fultz, and Broden

and the following voted against the same: None.

whereupon said resolution was declared duly passed and adopted.

23. M/S Fultz, Olson to add Adam Broden to the ISD #162 Main Checking account and to remove Jamie Grover from the account. MP 5-0.
24. The next Regular School Board Meeting – Tuesday, January 17, 2023, at 6:00 p.m. in BHS Room 101.
25. Fultz moved to adjourn the meeting at 6:50 p.m.

Adam Broden, Chairman

John Gerbracht, Clerk

*All reports, budget information, bids, etc. may be viewed and/or questions answered at ISD #162's District Office, 202 Bagley Ave NW, Bagley, MN. 218-694-6184*