Members Present: Boyd Johnson (Chair), Robyn Sonstegard (Vice Chair), Jerem Haack (Clerk), Craig Severs (Treasurer), Kayla Johnson (Director), Nathan Hayes (Director)

Members Absent: None

Others Present: Jeff Nelson, Woody Fiala, Dale Fuller, Jill Olson

1. **Call to Order by Chair Johnson at __5:31__ PM.**

2. **Pledge of Allegiance**

3. **Swearing in of District 1 School Board Member Craig Severs, District 2 School Board Member Boyd Johnson, District 3 School Board Member Nate Hayes, and District 5 School Board Member Kayla Johnson**

   Sonstegard: Do you swear/affirm that you will support the Constitution of the United States and of this state, and that you will discharge faithfully the duties of the office of school board member of Independent School District No. 390 to the best of your judgment and ability?

   Boyd Johnson, Craig Severs, Nate Hayes, & Kayla Johnson: Yea

   Boyd Johnson, Craig Severs Nate Hayes, & Kayla Johnson: Sign the Acceptance and Oath of Office

4. **Agenda**
   Motion by __**Jerem Haack**__ second by __**Robyn Sonstegard**__ to approve the agenda.

   Severs__Yea__ B. Johnson__Yea__ Hayes__Yea__ Sonstegard__Yea__ K. Johnson__Yea__
   Haack__Yea__
   Motion passes (6-0)

5. **Election of Officers**
   I'll open the floor for nominations for Board Chair.

   a. __Jerem Haack__ Nominates the following:

   __Boyd Johnson__ for **Board Chair**

   ROBYN SONSTEGARD: Once the nominees have been identified for the Board Chair, repeat <u>twice</u>, **"Are there any other nominations for Board Chair?"** If none then state, **"There being no other**

nominations, the Chair will close the floor for further nominations and call for a vote on Board Chair as presented.”

ROBYN SONSTEGARD: **“The acting Treasurer (due to the absence of a Clerk) will now call the roll for voting on the office of Chair.”**

ROBYN SONSTEGARD: **“Board Member Severs.”** Severs votes __Yea for B. Johnson__
“Board Member B. Johnson.” B. Johnson votes __Yea for B. Johnson__
“Board Member Hayes.” Hayes votes __Yea for B. Johnson__
“Board Member Sonstegard.” Sonstegard votes __Yea for B. Johnson__
“Board Member K. Johnson.” K. Johnson votes __Yea for B. Johnson__
“Board Member Haack.” Haack votes __Yea for B. Johnson__

ROBYN SONSTEGARD: **“__Boyd Johnson__ received a majority of the votes cast and is elected Chair.”**

(The new Chair takes over the meeting following the vote on Board Chair.)

I'll open the floor for nominations for Vice Chair.

b. __Jerem Haack__ Nominates the following:

__Robyn Sonstegard__ for **Board Vice Chair**

BOYD JOHNSON: **“Are there any other nominations for Board Vice Chair?”** (repeated twice) If none then state,

BOYD JOHNSON: **“There being no other nominations, the Chair will close the floor for further nominations and call for a vote on Board Vice Chair as presented.”**

BOYD JOHNSON: **“The acting Chair (due to the absence of a Clerk) will now call the roll for voting on the office of Vice Chair.”**

BOYD JOHNSON: **“Board Member Severs.”** Severs votes __Yea for Sonstegard__
“Board Member B. Johnson.” B. Johnson votes __Yea for Sonstegard__
“Board Member Hayes.” Hayes votes __Yea for Sonstegard__
“Board Member Sonstegard.” Sonstegard votes __Yea for Sonstegard__
“Board Member K. Johnson.” K. Johnson votes __Yea for Sonstegard__
“Board Member Haack.” Haack votes __Yea for Sonstegard__

ACTING CHAIR: "_Robyn Sonstegard_____ **received a majority of the votes cast and is elected Vice Chair.**"

I'll open the floor for nominations for Clerk.

    c.   _Boyd Johnson_____ Nominates the following:

      _Jerem Haack_____ for **Clerk**

BOYD JOHNSON: **"Are there any other nominations for Board Clerk?"** (repeated twice) If none then state,

BOYD JOHNSON: **"There being no other nominations, the Chair will close the floor for further nominations and call for a vote on Clerk as presented."**

BOYD JOHNSON: **"The acting Chair (due to the absence of a Clerk) will now call the roll for voting on the office of Clerk."**

BOYD JOHNSON: **"Board Member Severs."** Severs votes __Yea for Haack_____
                    "Board Member B. Johnson." B. Johnson votes __Yea for Haack_____
                    "Board Member Hayes." Hayes votes __Yea for Haack_____
                    "Board Member Sonstegard." Sonstegard votes __Yea for Haack_____
                    "Board Member K. Johnson." K. Johnson votes __Yea for Haack_____
                    "Board Member Haack." Haack votes __Yea for Haack_____

ACTING CHAIR: "__Jerem Haack_____ **received a majority of the votes cast and is elected Clerk.**"

I'll open the floor for nominations for Treasurer.

    d.   _Jerem Haack_____ Nominates the following:

      _Craig Severs_____ for **Treasurer**

BOYD JOHNSON: **"Are there any other nominations for Board Treasurer?"** (repeated twice) If none then state,

BOYD JOHNSON: **"There being no other nominations, the Chair will close the floor for further nominations and call for a vote on Treasure as presented."**

BOYD JOHNSON: **"The acting Clerk will now call the roll for voting on the office of Treasurer."**

JEREM HAACK: "Board Member Severs." Severs votes __Yea for Severs__
"Board Member B. Johnson." B. Johnson votes __Yea for Severs__
"Board Member Hayes." Hayes votes __Yea for Severs__
"Board Member Sonstegard." Sonstegard votes __Yea for Severs__
"Board Member K. Johnson." K. Johnson votes __Yea for Severs__
"Board Member Haack." Haack votes __Yea for Severs__

ACTING CHAIR: "__Craig Severs__ **received a majority of the votes cast and is elected Treasurer.**"

6. **Meeting Dates/Times for 2025**

Motion by __Robyn Sonstegard__ second by __Craig Severs__ to set meeting dates for 2025 as presented:

January 27 (Working Session @ 6:00 PM, Regular Meeting @ 7:00 PM in ITV Room)
February 24 (Working Session @ 6:00 PM, Regular Meeting @ 7:00 PM in ITV Room)
March 24 (Working Session @ 6:00 PM, Regular Meeting @ 7:00 PM in ITV Room)
April 28 (Working Session @ 6:00 PM, Regular Meeting @ 7:00 PM in ITV Room)
May 19 (Working Session @ 6:00 PM, Regular Meeting @ 7:00 PM in ITV Room)
June 23 (Working Session @ 6:00 PM, Regular Meeting @ 7:00 PM in ITV Room)
July 28 (Working Session @ 6:00 PM, Regular Meeting @ 7:00 PM in ITV Room)
August 25 (Working Session @ 6:00 PM, Regular Meeting @ 7:00 PM in ITV Room)
September 22 (Working Session @ 6:00 PM, Regular Meeting @ 7:00 PM in ITV Room)
October 27 (Working Session @ 6:00 PM, Regular Meeting @ 7:00 PM in ITV Room)
November 24 (Working Session @ 6:00 PM, Regular Meeting @ 7:00 PM in ITV Room)
December 15 (Working Session @ 6:00 PM, Regular Meeting @ 7:00 PM in ITV Room)
Motion passes (6-0)

7. **Designation, Authorization, Appointments**

   a. **Financial Institutes & Depositories**
      Motion by __Kayla Johnson__ second by __Robyn Sonstegard__ to name Border Bank, US Bank, Wells Fargo Bank, Minnesota Trust and MSDLAF as designated depositories.
      Motion passes (6-0)

   b. **Chief Financial Officer with Authorization**
      Motion by __Robyn Sonstegard__ second by __Kayla Johnson__ to designate the Superintendent as Chief Financial Officer of the District with authorization to pay bills in advance.
      Motion passes (6-0)

c. Authorization of Electronic Transfers

Motion by __Robyn Sonstegard__ second by __Craig Severs__ to authorize Superintendent and Business Manager to make Official District Electronic Transfers.

Motion passes (6-0)

d. Legal Counsel

Motion by __Kayla Johnson__ second by __Robyn Sonstegard__ to appoint Pemberton Law Firm as legal counsel for the School District for 2025.

Motion passes (5-1)

e. School Board Compensation

Motion by __Jerem Haack__ second by __Nate Hayes__ to set Board Compensation for 2025 at $__75.00__ per meeting, Board Chair at $__100.00__ per Board Meeting.

Motion passes (4-2)

f. Official Newspaper

Motion by __Kayla Johnson__ second by __Nate Hayes__ to name The Northern Light Region as the official newspaper for the school district.

Motion passes (6-0)

g. Mileage Allowance

Motion by __Robyn Sonstegard__ second by __Craig Severs__ to set the mileage reimbursement rate for 2025 at the IRS rate or $0.70, or $0.19 per mile if personal vehicle is used by choice.

Motion passes (6-0)

h. Meal Allowance

Motion by __Jerem Haack__ second by __Robyn Sonstegard__ to set meal allowance for 2025 at $__50.00__ per day.

Motion passes (6-0)

8. **Committee Assignments**

Motion by __Robyn Sonstegard__ second by __Jerem Haack__ to make Committee Assignments for 2025 as presented.

Motion passes (6-0)

9. **Adjourn by Chair __Boyd Johnson__ at __6:33__ PM**.

_____   _____
Minutes Approved by: Chair, Boyd Johnson   **Date**

_____   _____
Minutes Approved by: Clerk, Jerem Haack   **Date**

LAKE OF THE WOODS SCHOOL
BOARD OF EDUCATION POSITIONS AND COMMITTEE ASSIGNMENTS FOR 2025

Chairperson: __Boyd Johnson_____

Vice Chair: ___Robyn Sonstegard_____

Clerk: __Jerem Haack_____

Treasurer: __Craig Severs_____

Directors: __Kayla Johnson__, ___Nate Hayes_____

Appointments:

- Human Rights Officer (1): __Jerem Haack_____

- BRIC Board Representative (1): __Nate Hayes_ _____

- MSHSL Representative (1): _Kayla Johnson_____

Labor Negotiations:

- Certified/Classified Staff (3): __Kayla Johnson__, __Jerem Haack__, __Robyn Sonstegard__

- Non-Certified Staff (3): _Nate Hayes__, __Boyd Johnson__, __Craig Severs_ _____

Committees:

- Activities & Community Education & Wellness (2): R. Sonstegard, _Jerem Haack_____

- Budget and Finance (3): B. Johnson, R. Sonstegard, __Kayle Johnson__

- Calendar Committee (2): _Nate Hayes_____, __Craig Severs_ _____

- Facilities and Transportation (3): B. Johnson, __Craig Severs__, ___Jerem Haack__

- Health and Safety (2): R. Sonstegard, __Craig Severs___

- Meet and Confer (2): J. Haack, __Nate Hayes___

- Policy Manual (2): B. Johnson, __Nate Hayes_____

- School Forest (2): _Craig Severs___, __Jerem Haack_____

- Comprehensive Achievement, Instruction & Professional Development (3): R. Sonstegard, __Kayla Johnson___, __Boyd Johnson_____