

**REGULAR MEETING OF THE SCHOOL BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT NO. 549  
November 16, 2016**

The November 16, 2016, Regular School Board Meeting of Independent School District No. 549 was called to order by Chairperson Von Ruden at 5:05 p.m. in the PHS Student Union. Board members present were Nate Rooney, Sue Von Ruden, Vince Pankonin, Sue Huebsch, Cyndy Huber, Christi Stoll, and Arnie Thompson. Administrative members included Superintendent Mitch Anderson, Business Manager Kristi Werner, Principals Jen Hendrickson, Ehren Hendrickson, and Scott Bjerke, Activities Director Erin Anderson, Facilities Director Russ Winkels, ALC Director Jace Hennagir and the press.

The United States Pledge of Allegiance was recited by all present.

A motion was made by Thompson and seconded by Huebsch to approve the agenda. Motion carried unanimously.

Brady, Martz, and Associates representative Tracy Bruggeman presented a review of the 2016 ISD #549 Audit and Financial Statements.

A motion was made by Huebsch and seconded by Huber to approve the FY2016 Financial Statements as presented by Brady, Martz, and Associates. Motion carried unanimously.

Administration reports were reviewed.

Superintendent Anderson presented a summary of the District's 2015-16 World's Best Workforce Report.

Visitor Bridget Pankonin addressed the Board with her concerns of the PHS Handbook's statement regarding Minors Consent for Health Care.

Perham Education Association President Bob Tangen announced HOTL Instructor Tracy Hein has been recognized as Teacher of the Year.

A motion was made by Thompson and seconded by Rooney to approve the consent agenda as follows:

- 6.1 Approve Minutes of October 16th Regular Meeting
- 6.2 Approve Treasurer's Report and Electronic Fund Transfer Report
- 6.3 Approve Payment of Bills and Credit Card
- 6.4 Approve Staffing:
  - 6.4.1 Accept Letter of Resignation from cleaner Keith Nordick
  - 6.4.2 Approve Winter Coaches/Advisors Assignment List
  - 6.4.3 Approve 2016 Support Staff Seniority List
  - 6.4.4 Accept Letter of Intent to Retire from Kevin Kosiak (End of Year)
  - 6.4.5 Approve Food Service Director Krystal Boyd's Leave Request
  - 6.4.6 Accept Letter of Resignation Food Service Assistant Dawn Hilbrands
  - 6.4.7 Approve Employment Agreement of Food Service Assistant Karen Otremba(2 hr/day – St Henry's)
  - 6.4.8 Approve HOTL Para-professional Connie Olson's FMLA request
  - 6.4.9 Approve PERA Phased Retirement Agreement of Deb Shannon

Motion carried unanimously.

Motion by Vince Pankonin to approve the following resolution:

RESOLUTION CANVASSING RETURNS  
OF VOTES OF SCHOOL DISTRICT GENERAL ELECTION

BE IT RESOLVED by the School Board of Independent School District No. 549, as follows:

1. It is hereby found, determined and declared that the general election of the voters of the district held on November 8, 2016, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, voters of the district voted at said election on the election of (four) school board members for four year term vacancies on the board caused by expiration of term on the first Monday in January next following the general election as follows:

Sue Von Ruden	3309
Cyndy Huber	3105
Aaron Kalina	2857
Mike Wasche	2748
Myron N Roe	1911
Write-In	54

3. Sue Von Ruden, Cyndy Huber and Aaron Kalina having received the highest number of votes, are elected to four year terms beginning the first Monday in January, 2017.

4. The school district clerk is hereby authorized to certify the results of the election to the county auditor of each county in which the school district is located in whole or in part.

(Attach Abstract and Return of Votes Cast)

Motion Seconded by: Sue Huebsch

Voting Aye: Sue Von Ruden, Cyndy Huber, Vince Pankonin, Nate Rooney, Sue Huebsch, Christi Stoll and Arnie Thompson.

Voting Nay: None. Absent: None. Resolution approved.

There was Issuance of Certificates of Election for Sue Von Ruden, Cyndy Huber and Aaron Kalina pursuant to the Resolution dated November 16, 2016.

A motion was made by Huber and seconded by Thompson to approve the TSP Agreement for Furniture, Furnishings, and Equipment Design Services. Motion carried unanimously.

A motion was made by Pankonin and seconded by Stoll to approve the posting of a 12 month Cleaner position(previously a 9 month). Motion carried unanimously.

A motion was made by Suebsch and seconded by Thompson to approve Change Order #6 for HOTL. Motion carried unanimously.

A motion was made by Thompson and seconded by Rooney to approve the Otter Tail Power Underground Easement for the provided electrical service to the new school addition. Motion carried unanimously.

Meeting notifications included:

- Regular Board Meeting - Wednesday, December 14, at 5:00 p.m. @ PHS Student Union
- Truth In Taxation Hearing - Wednesday, December 14, at 6:00 p.m. @ PHS Student Union
- MN School Boards Association Conference will be January 12-13, 2017 at the Minneapolis Convention Center.

A motion was made by Rooney and seconded by Huebsch to adjourn the meeting at 6:45 p.m. Motion carried unanimously.