Official Board Meeting Agenda
Monday, July 18, 2016 – 5:30 p.m. – NDMA

1. Call Meeting to Order – Roll Call
2. Welcome/Introduction of Guests
3. Spotlight Report
4. Approval of Agenda
5. Board of Directors Code of Ethics
6. Election of Officers
   a. Chair
   b. Vice Chair
   c. Secretary
   d. Treasurer
7. Approval of Consent Agenda
   a. Minutes of June 20, 2016 Meeting
   b. Submitted Committee Reports
   c. Personnel changes – approve resignation, dismissal and new employments as submitted.
8. Financial Reports
   a. Receive June 2016 financial statements
   b. Approve June 2016 expenditures and receipts report
   c. Receive multi-year budget projection
   d. Receive Property/Liability/Workers Compensation Insurance Renewal Information
   e. Receive Workers Compensation Renewal calculation
9. Reports
   a. Executive & Associate Directors
      i. Environmental Education Update
      ii. Academic Testing and Achievement Update
      iii. Enrollment Update
      iv. Activities and Happenings related to the school, staff, students, families, community
10. Old Business
11. New Business
   a. Board Meeting Schedule
      i. Day of the month
      ii. Start time
      iii. Location
   b. Board Members Conflict of Interest Disclosure
      i. Authorizer Statement of Assurances
      ii. Building Lease
      iii. Contracts/Board Agenda Items
   c. Committee Assignments
      i. Finance Committee
      ii. Policy/Governance Committee
      iii. Marketing Committee
      iv. Joint Technology Committee
      v. Joint Facilities Committee
vi. NDMA Instructional Leadership Team

d. Designation of Business Manager
   i. Chuck Herdegen

e. Designation of Depositories
   i. Citizens Bank and Trust, Hutchinson, MN
      1. Approve authorized signers on accounts
         a. Board Chair
         b. Board Treasurer
         c. Board Appointed Administrator(s)
         d. Business Manager
   ii. MN School District Liquid Assets Fund (and financial institutions designated by the Fund for investments)

f. Delegation of Authority to make electronic funds transfers
   i. Chuck Herdegen, or his designee at Beltz, Kes, Darling and Associates
   ii. Board Chair
   iii. Board Treasurer
   iv. Board Appointed Administrator
   v. Electronic Funds Transfers can be made for:
      i. A claim for payment from an imprest payroll bank account or investment of excess money
      ii. Payment of federal, state, and unemployment taxes (deductions and/or benefits)
      iii. Payment of contributions to the Teachers Retirement Association (TRA) and the Public Employee Retirement Association (PERA) (deductions and benefits)
      iv. Payment of other payroll related deductions and benefits (when appropriate)
      v. Monthly building lease payments
      vi. Monthly payment of credit card charges
      vii. Vendor payments (when appropriate)
      viii. Draws and repayments for line of credit
      ix. Other payments as approved by the school board

g. Credit Card Authorization – Employees authorized to have school issued card and credit limits

h. Approval of Daily and Hourly Rates of Pay

i. Designation of Official Newspaper (required for posting of public notices)– Hutchinson Leader

j. Designate MDE Identified official with authority

k. Designate Title Grant programs authorized representative

l. Approve revised Finance Committee Meeting Minutes from January 2016

m. Approve contract with West Metro Learning Connection for Autism Spectrum Disorder (ASD) services

n. Approve contract with Laura Tubbs Booth for legal services

o. Approve contract with Tamera Pulver for Special Education Director services

p. Approve contract with McLeod County Public Health for Nursing Services

q. Set date and time to begin board training

12. Upcoming Meetings/Events/Announcements
   a. Next board meeting, August 15, 2016 – 5:30 p.m.
   b. Technology Committee Meeting
   c. Joint Facilities Committee Meeting
   d. Finance Committee Meeting, August 8, 2016 – 1:00 p.m.
   e. Marketing Committee Meeting
   f. Policy/Governance Committee Meeting, August 1, 2016 – 1:00 p.m.
   g. NDMA Open Houses, August 11, 2016 – 6:30 p.m.
   i. Cokato Corn Carnival Parade, August 8, 2016 – 6:00 p.m.
   j. McLeod County Fair, August 17-21, 2016

13. Adjournment