

**MADELIA ISD 837**  
**BOARD OF EDUCATION ORGANIZATIONAL MEETING**  
January 6, 2025  
6:30 pm  
High School Conference Room

**AGENDA**

1. **ROLL CALL** (Summer DeLaCruz, Jane Hanson, Ryan Lais, Veronica Marquez, Ben Odegard, Julie Pace, Steve Sorenson)

2. **APPROVAL OF THE AGENDA**

3. **ACTION ITEMS**

**a. Selection of School Board Officers**

Nominations should be made for the following school board offices:

- Chairperson
- Vice-Chairperson
- Treasurer
- Clerk

Action: \_\_\_\_\_

**b. School Members' Salaries**

Current salaries are \$1,000 for directors and \$1,200 for the chairperson.

Action: \_\_\_\_\_

**c. Official Newspaper**

Minnesota school districts are required to designate a newspaper as the official publication. It is recommended that The Madelia Times-Messenger be designated the official newspaper for the district.

Action: \_\_\_\_\_

**d. Official Depository**

It is recommended that the following be approved as official Madelia School District depositories: Alliance Bank and the Minnesota Liquid Asset Fund.

Action: \_\_\_\_\_

**e. Official Legal Counsel**

It is recommended that the law firm of Ratwik, Roszak & Maloney, P.A. of St. Paul, MN be approved as the official Legal Counsel for the school district.

Action: \_\_\_\_\_

**f. Facsimile Signatures**

It is recommended that the Board approve the use of facsimile signatures.

Action: \_\_\_\_\_

**g. Investment Funds**

It is recommended that the Superintendent and/or Business Manager be authorized to invest excess funds and/or transfer funds electronically at various times during the year in federally insured institutions and the Minnesota School District Liquid Asset Fund.

Action: \_\_\_\_\_

**h. Designation of Contracting**

It is recommended that the Superintendent and/or Business Manager be authorized to lease, purchase, and contract for goods and services within the budget as approved by the Board. Any lease, purchase, and/or contract that exceeds \$15,000 must be discussed with the Board of Education prior to purchasing.

Action: \_\_\_\_\_

**i. Mileage Reimbursement**

It is recommended that the mileage reimbursement be set at the IRS rate.

Action: \_\_\_\_\_

**j. Meal Reimbursement**

It is recommended that meals be reimbursed only if an overnight stay is required.

Action: \_\_\_\_\_

### **k. Appointment of Committee Representatives**

A complete list of the current committee representatives is attached to the agenda. If you have an interest in a particular committee, please contact the chairperson prior to the meeting.

Action: \_\_\_\_\_

### **l. Meeting Dates and Times**

It is recommended that the third Thursday of the month at 6:30 pm remain the official meeting date and time for regular monthly School Board of Education meetings.

Action: \_\_\_\_\_

## **4. ADJOURN**