

ST. LOUIS PARK

PUBLIC SCHOOLS

MINUTES OF THE REGULAR

SCHOOL BOARD MEETING

MONDAY, JANUARY 8, 2018

7:00 PM ST. LOUIS PARK

SENIOR HIGH ROOM 350C

The organizational meeting of the School Board of Independent School District No. 283 of St. Louis Park, Hennepin County, Minnesota, convened at 7:42 p.m., Monday, January 8, 2018, in St. Louis Park Senior High Room 350C. Present were Board Members outgoing Chair Jim Yarosh, Nancy Gores, Jim Beneke, Joe Tatalovich, Ken Morrison, outgoing Director Bruce Richardson Karen Waters, new members Anne Casey and Mary Tomback, Superintendent Astein Osei, Director of Business Services Sandy Salin, Director of Teaching and Learning Kari Ross, Director of Communications Sara Thompson, Director of Community Education Lisa Greene, Director of Special Services Tami Reynolds, Director of Research and Assessment Prachee Mukherjee, Director of Human Resources Richard Kreyer.

A reception was held from 6:00-7:00 p.m. in the High School Cafeteria in honor of retiring School Board members Bruce Richardson and Jim Yarosh.

SPOTLIGHT

The School Board and Superintendent Astein Osei recognized retiring School Board members Jim Yarosh and Bruce Richardson for their 16 years of service to the staff, students and community members of St. Louis Park. Both Yarosh and Richardson spoke to the audience and expressed their appreciation.

APPROVAL OF AGENDA

A motion was made by Beneke seconded by Gores to approve the agenda and addendum adding Discussion Item G, board committees and assignments. Motion passed 7-0.

CEREMONIAL SWEARING IN OF NEW SCHOOL BOARD MEMBERS

Newly elected School Board members Anne Casey, Mary Tomback and Karen Waters were ceremonially sworn in by Nancy Gores, School Board Clerk, as members of the St. Louis Park School Board for a four-year term expiring December 2022.

ELECTION OF SCHOOL BOARD OFFICERS

A motion was made by Morrison, seconded by Beneke to nominate Karen Waters to serve as Board Chair of the St. Louis Park School Board January 8, 2018 until the January 7, 2019 Organizational School Board Meeting. Motion passed 7-0.

Newly elected Board Chair Waters presided over the following nominations and election of Vice-Chair, Clerk and Treasurer.

A motion was made by Morrison, seconded by Tomback to nominate Nancy Gores to serve as Board Vice-Chair of the St. Louis Park School Board January 8, 2018 until the January 7, 2019 Organizational School Board Meeting. Motion passed 7-0.

A motion was made by Morrison, seconded by Casey to nominate Joe Tatalovich to serve as Board Clerk of the St. Louis Park School Board January 8, 2018 until the January 7, 2019 Organizational School Board Meeting. Motion passed 7-0.

A motion was made by Morrison, seconded by Casey to nominate Jim Beneke to serve as Board Treasurer of the St. Louis Park School Board January 8, 2018 until the January 7, 2019 Organizational School Board Meeting. Motion passed 7-0.

SUPERINTENDENT REPORT

STUDY SESSION TOPICS

Review of 2018-19 School Calendar; First Review of 2019-2020 Calendar Options

Resolution for Bond Expense Reimbursement

District Office Space Lease Agreement

School Board Compensation

School Board Listening Sessions

Policy Development – Second Reading – 427 Workload Limits for Certain Special Education Teachers

School Board Committee Assignments and Appointments (Added by Addendum)

The School Board reviewed their assignments and appointments for 2018. The information will be posted on the district website in the near future. Superintendent Osei shared information on the continued membership in the Metro ECSU organization and expressed that this will be last year that St. Louis Park Public Schools will be a member in Metro ECSU. Chair Waters will serve as the school board representative to this organization for the remainder of the 2017-18 school year.

CONSENT AGENDA & RESOLUTION DESIGNATING SCHOOL DISTRICT RESPONSIBLE AUTHORITY

A motion was made by Morrison, seconded by Tomback to approve the Consent Agenda (Organization of the Board) and the resolution designating School District Responsible Authority to be Astein Osei, Superintendent of Schools.

CONSENT AGENDA JANUARY

2018 ORGANIZATIONAL

MEETING

Business

ORGANIZATION OF THE BOARD

For the purposes of organization of the board, the Board will be asked to authorize and re-designate the following:

1. Official Newspaper of the School District

State law requires publication of official Board proceedings and certain legal notices in the "official newspaper of the District." The St. Louis Park Sun Sailor is recommended as the official newspaper of the District.

2. The Board must designate depositories for legal purposes.

Operating Account Depositories

It is recommended that the Board re-designate the following bank accounts for the 2017-18 and 2018-19 fiscal year: Associated Bank

Citizens State Bank Payroll Account

Matrix Trust Company by Genesis Employee Benefits for VEBA programs Capital One for escrow/purchase lease agreement

Investment Account Depositories

It is recommended that the following banks and savings and loan associations be designated the official depositories for investment:

Minnesota School District Liquid Asset Fund Plus (MSDLAF+)

PMA Securities, Inc. MN Trust

Community Investment Partners

Citizens State Bank of St. Louis

Park Associated Bank of St. Louis

Park Wells Fargo Bank Morgan Stanley Smith Barney U.S. Bank

3. Electronic Fund Transfer Authorization

It is recommended that the Director of Business Services and Assistant Director of Finance be authorized to use electronic processes to transfer funds.

4. Authority to Make investments

It is recommended that the Superintendent or the Director of Business Services be authorized to make financial investments for Independent School District 283, St. Louis Park, for the fiscal years July 1, 2017 through June 30, 2018 and July 1, 2018 through June 30, 2019.

5. Authority to Disburse Salaries

It is recommended that the Superintendent or the Director of Business Services be authorized to make disbursements for salaries as provided for individual employment contracts, master employment agreements or School Board resolutions for fiscal years July 1, 2017 through June 30, 2018 and July 1, 2018 through June 30, 2019.

6. Authority for Early Claim Payments

It is recommended that the Superintendent or Director of Business Services pay appropriate claims in advance of School Board authorizations in order to expedite vendor payments and to utilize discount privileges, but that such claims shall be reported to the School Board for the fiscal years of July 1, 2017 through June 30, 2018 and July 1, 2018 through June 30, 2019.

7. Authorization to Purchase

It is recommended that the Superintendent or the Director of Business Services be authorized to lease, purchase and contract for goods and services within the budget as approved by the Board, provided that any transaction in any amount exceeding the minimum amount of \$100,000 for which bids are required must first be specifically authorized by the Board and must fulfill all other applicable requirements in Section 123B.52.

8. Deputy-Clerk and Deputy-Treasurer

It is recommended that the Director of Business Services be appointed Deputy-Clerk and Deputy Treasurer of Independent School District 283, St. Louis Park, for the fiscal years of July 1, 2017 through June 30, 2018 and July 1, 2018 through June 30, 2019.

9. Check Signatures

It is recommended that any two of the Superintendent, Director of Business Services and the Assistant Director of Finance be authorized to affix mechanical/digital signatures on payroll and account payable checks of Independent School District 283 on behalf of the School Board Chairperson, Clerk and Treasurer.

10. Appointment of School Attorneys

It is recommended that Firm of Knutson Flynn Hetland & Deans be designated to provide the District's legal services for 2017-18 and 2018-19 with Michelle Kenney serving as primary legal counsel. It is also recommended that Kennedy & Graven be designated to provide the District's legal services for 2017-18 and 2018-19 with Peter Martin serving as primary legal counsel in the area of Special Education. The School Board also authorizes the services of other legal counsel selected by the Superintendent of Schools, as necessary to conduct business and protect the legal interests of the School District.

11. School Auditors

It is recommended that the firm of Baker Tilley, Virchow Krause & Company, LLP be designated as Districts Auditing firm and provide auditing services for the fiscal year ending June 30, 2018.

12. Resolution Appointing School District Responsible Authority

An annual resolution is necessary to meet data privacy reporting requirements as set forth by the State of Minnesota.

BE IT RESOLVED, pursuant to the provisions of MN Statutes, Section 13.02 Subdivision 16, Astein Osei, Superintendent is hereby appointed Responsible Authority for St. Louis Park Public Schools, #283.

BE IT FURTHER RESOLVED, Astein Osei, Superintendent of Schools, is hereby authorized to take all actions necessary to assure that all programs, administrative procedures and forms used within St. Louis Park School District #283 are administered in compliance with the provision of Minnesota Statutes Section 13, as amended, and with Rules as lawfully promulgated by the Commissioner of Administration as published in the State Register, by the Office of Revisor of Statutes, State of Minnesota

UPON VOTE BEING TAKEN ON THE FOREGOING, MOTION PASSED 7-0.

ACTION AGENDA

Policy Development – Second Reading – 427 Workload Limits for Certain Special Education Teachers

A motion was made by Casey, seconded by Morrison to approve the second reading of policy 427 Workload Limits for Certain Special Education Teachers, as presented. Motion passed 7-0.

Approval of School Board Compensation

A motion was made by Gores, seconded by Tatalovich to approve the school board compensation for 2018 to remain the same as salaries for current year. Motion passed 7-0.

Resolution for Bond Expense Reimbursement to Establish Procedures

A motion was made by Beneke, seconded by Casey to approve the resolution for Bond Expense Reimbursement establishing procedures, as presented. Roll Call Vote taken. Motion passed 7-0.

District Office Space Lease Agreement

A motion was made by Gores seconded by Tomback to approve the District Office Space Lease Agreement with the contingencies of additional language and the deletion of the word "the" in paragraph 8.3. Roll Call Vote taken. Motion passed 7-0.

Listening Session Dates

A motion was made by Gores, seconded by Casey to approve the school board listening sessions dates to be Thursday, February 1, 2018 at the Lenox Community Center, Craft Room #115 from 7-8:30 p.m.; Saturday, March 17, 2018 at the Middle School Media Center Classrooms 1 & 2 from 10-11:30 a.m.; and Thursday, May 24, 2018 at Park Spanish Immersion Elementary School Media Center from 6-7:30 p.m. Motion passed 7-0.

COMMUNICATIONS AND TRANSMITTALS

ADJOURNMENT

A motion was made by Gores, seconded by Casey to adjourn. Motion passed 7-0. The meeting adjourned at 8:41 pm.

Respectfully submitted:

Approved:

Joe Tatalovich, Clerk

Karen Waters, Chair

Minutes prepared by Cynthia Bennett

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