

**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 Tombback, 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 Tombback 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 Tombback 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 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 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 Tombback 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 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 VERA 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 Company

Community Investment Partners

Citizens State Bank of St. Louis Park

Associated Bank of St. Louis Park

Wells Fargo Bank, N.A. Stanley Smith Barney U.S. Bank

3. Electronic Fund Transfer Authorization

It is recommended that the Director of Business Services 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 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.

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.

It is recommended 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. Treasurer-Clerk and Deputy-Treasurer-Clerk

It is recommended that the Director of Business Services be appointed Deputy-Clerk and Deputy-Treasurer-Clerk and be authorized to lease, purchase and contract for goods and services within the budget as approved by the Board.

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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 sign mechanical/digital signatures on paystubs and account payable checks on behalf of the School Board for the fiscal years of July 1, 2017 through June 30, 2018 and July 1, 2018 through June 30, 2019.

10. Appointment of School Attorneys

It is recommended that Firm of Knutson Flynn Hettland & Deans be designated to provide the District's legal services for 2017-18 and 2018-19 with Michael Lynn serving as primary legal counsel in the area of special education.

It is recommended that the School Board Chairperson, Clerk and Treasurer be designated to provide the District's legal services for 2017-18 and 2018-19 with Michael Lynn serving as primary legal counsel in the area of special education.

11. School Auditors

It is recommended that the firm of Baker Tilley Virchow Krause & Company, LLP be designated as District's auditor.

12. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

13. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

14. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

15. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

16. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

17. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

18. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

19. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

20. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

21. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

22. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

23. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

24. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

25. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

26. Resolution Responsible Authority

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

Approved 7-0. Motion passed 7-0.

**BE IT FURTHER RESOLVED,** that the School Board of St. Louis Park, for the fiscal years July 1, 2017 through June 30, 2018 and July 1, 2018 through June 30, 2019, be and is hereby authorized to lease, purchase and contract for goods and services within the budget as approved by the Board.

**ON THE FOREGOING MOTION PASSED 7-0.** Motion passed 7-0.

**ACTION AGENDA**

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

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shared information on the continued membership in the Metro ECSU organization and expressed that this will 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.

Resolution Responsible Authority

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