

SCHOOL BOARD -
ORGANIZATIONAL MEETING
Tuesday, July 7, 2020 4:00 PM

917 Board Room
130 145th Street East
Rosemount, MN 55068

Agenda

- I. Call to Order**
- II. Read Statement for Teleconferencing School Board Meetings- Mark Zuzek**
- III. Conduct Pledge of Allegiance**
- IV. Visitors opportunity to be heard**
- V. Oath of office administered to reelected Board members from South St. Paul and Bloomington and newly elected Board members from Inver Grove Heights and Hastings - Linda Berg**
- VI. Election of officers - Mark Zuzek**
 - A. Election of Chair
 - B. Election of Vice-Chair
 - C. Election of Clerk
 - D. Election of Treasurer
- VII. Establish dates and times for 2020-2021 School Board Meetings - Chair**
- VIII. Designate official newspaper - Chair**
- IX. Review and approve District 917 Public Notice**
- X. Set level of compensation for School Board Members - Chair**
- XI. Resolution adopting finance and operations procedures - Nicolle Roush**
- XII. Review Memorandum of Agreement with Member Districts - Mark Zuzek**
- XIII. Review Board Committee and Representative Assignments - Chair**
- XIV. Adjournment**
- XV. Video recording of this School Board Meeting July 7, 2020 - includes regular and organizational meeting.**

REMOTE SCHOOL BOARD MEETINGS

Supt. Zuzek read the following statement:

“Intermediate School District 917 – General Process for Remote School Board Meetings. Due to the current federal and state emergency declarations, the Minnesota directive to residents to stay at home, and guidance about limiting person-to-person contact due to the COVID-19 (coronavirus) pandemic, this meeting of the Intermediate School District 917 School Board is being conducted in accordance with Minnesota Statutes 13D.021 – Meetings by Telephone or Other Electronic Means.

Due to the health pandemic, the school board determined that it is not feasible for at least one board member, the superintendent, or the school district’s legal counsel to be physically present at the regular meeting location and that it is not feasible for the public to attend this meeting at the regular meetings location due to the health pandemic. Persons may monitor this meeting from a remote location by video link through Google Hangouts. School board members are reminded to mute their microphone or phone when they are not speaking. School board members wishing to speak should ‘raise hand via Boardbook’ and wait to be recognized by the Chair. If not recognized, then go off mute and let us know.

The chair will determine the order in which board members wishing to speak will be recognized. When recognized, the board member should unmute the microphone or phone, speak, and then mute their device.

All votes will be conducted by roll call. Each school board member should wait until their name is called before voting.

Persons monitoring this meeting from a remote location may submit a comment by emailing linda.berg@isd917.org.

This meeting is being recorded and is available upon request.”

2020-2021
INTERMEDIATE SCHOOL DISTRICT 917
SCHOOL BOARD MEETING DATES

<u>MONTH</u>	<u>MEETING DATE</u>	<u>TIME</u>
<u>2020</u>		
July	Tuesday 7	5:00
August	Tuesday 18	5:00
September	Tuesday 8	5:00
October	Tuesday 6	5:00
November	Tuesday 3	4:30
December	Tuesday 1	5:00
<u>2021</u>		
January	Tuesday 5	5:00
January (Work session)	Tuesday 19	4:30
February	Tuesday 2	5:00
March	Tuesday 2	5:00
April <i>Bloomington TESA</i> <i>2575 W. 88th St., Bloomington</i>	Tuesday 6	5:00
April (Work session)	Tuesday 20	4:30
May	Tuesday 4	5:00
June	Tuesday 15	5:00

Linda Berg
ISD 917

Linda –

Thank you for the opportunity to bid on the public notice publications for ISD 917.

The Saint Paul Pioneer Press is a Daily Newspaper located in Saint Paul, MN, primarily serving Ramsey, Dakota, Washington, and Anoka counties and Western Wisconsin.

Our Legal Publication rates for all notices for 2020 are as follows:

\$6.00 per column inch per publication *(this = \$0.43 per line, there are 14 lines per column inch)

Our circulation number below is for Sunday Full Run, however you can publish a notice any day of the week.

Full Run – 170,663

*All notices will be published full run.

Deadline to submit a standard text notice is 12pm the day prior to the day you'd like your notice to run. Friday at 12pm is the deadline to submit a notice running on Saturday, Sunday, or Monday. If your notice includes a chart, graph, map, or any special formatting, the deadline is 12pm **two** days prior to the publication day, and Thursday at 12pm for a Saturday, Sunday, or Monday publish date. All legal notices should be emailed to Emily Kunz ekunz@pioneerpress.com **and** legals@pioneerpress.com after doing so, you'll be sent an email confirming receipt of your information and you'll be contacted shortly. You will be emailed a proof (which includes the cost). An affidavit will be emailed after the notice publishes.

Thank you for considering the Saint Paul Pioneer Press as the official legal newspaper for ISD 917. Please let me know if you have any questions, we look forward to partnering with you.

Thank you,

Emily Kunz – Advertising
ekunz@pioneerpress.com



STUDENT HANDBOOK NOTICE
RE: STUDENT RECORDS

Directory Information

Intermediate School District 917, pursuant to the U.S. General Education Provisions Act and Minnesota Government Data Practices Act, declares the following as “Directory Information” as provided in said Act, and that information relating to students may be made public if said information is in any of the following categories:

Student’s name
Date of birth
Major field of study
Participation in officially recognized activities
Dates of enrollment
Grade levels completed
Degrees and awards received

Directory information does not include identifying data which references religion, race, nationality, or disability.

Any parent of any student or eligible student (18 or older) in the District may notify the District of their desire that some or none of the above information is to be released without their consent by contacting the building administrator in which said student attends and by completing a nondisclosure form which can be obtained from the building or program administrator.

Rights of Minors

The District may sometimes deny parental access to private data when the minor, who is the subject of the data, requests that the District deny such access. The minor must submit a written request to the responsible authority (Superintendent) or designee that certain data be withheld from parents. The written request shall set forth the reasons for the request and shall be signed by the minor. Minors wishing to make such a request for nondisclosure should contact the building or program administrator for a nondisclosure form.

Tennessee Warning

When Intermediate School District 917 requests non-public data concerning you or your family, the purpose of that request will be specifically stated to you. In addition, our overall purpose and intended use of all such data shall be for the smooth and uninterrupted conduct of business to fulfill the educational purpose of Intermediate School District No. 917. At the time that any non-public data is requested from you regarding your family, you will be informed of the consequence arising from supplying or refusing to supply such information. In addition, you will be informed of the persons or entities authorized by law to receive the information, unless the individual requesting the information does so pursuant to a law enforcement investigation, otherwise governed by law. Unless you are specifically notified otherwise, the information gathered by Intermediate School District 917 will be routinely accessed by District personnel, agents, contractors and others authorized by law to the extent necessary.

District 917 has a comprehensive student records policy. Request for copies of the entire policy and questions should be addressed to :

Superintendent of Schools
Intermediate School District 917
1300 145th Street East
Rosemount, MN 55068-2999

**2020-2021 SCHOOL YEAR
MEMBER DISTRICT SCHOOL BOARD
SALARY INFORMATION**

(Information Revised July 2020)

DISTRICT	SALARY	POSITION	ADDITIONAL BENEFITS
#191 Burnsville <i>(Burnsville meets the 2nd and 4th Thursday at 6:30 P.M.)</i>	\$4800 \$5400	Board Members Chair	PERA defined contribution plan
#200 Hastings <i>(Hastings meets on the 2nd and 4th Wednesdays at 6:00 P.M.)</i>	\$4250 \$4750	Board Members Chair	\$50,000 Life Insurance Free, Group Medical/Hospital, Dental Insurance—can be purchased at own expense. Receive Board's contribution toward PERA defined contribution plan.
#6 So. St. Paul <i>(So. St. Paul meets on the 2nd and 4th Monday at 7:15 P.M.)</i>	\$4900 \$5400	All Board Members Chair	Negotiations Comm. Stipend \$700 Stipend for Special Board mtgs. \$25 per mtg.
#199 IGH <i>(IGH meets on the 2nd and 4th Monday at 5:30 P.M.)</i>	\$4800 \$5400	Board Members Chair	PERA defined cont. plan.
ISD #197 <i>(West St. Paul meets on the 1st at 6:00 PM (regular meeting) and 3rd Monday (Board/work session) at 5:00 P.M.)</i>	\$4500 \$4725 \$5000 \$5250	Board Members Chair	
#194 Lakeville <i>(Lakeville meets the 2nd and 4th Tuesday, at 7:00 P.M.)</i>	\$6750	All Board Members	\$50/month Chair stipend
#192 Farmington <i>(Farmington meets the 2nd and 4th Monday, at 6:30 P.M.)</i>	\$4488 \$4,578 \$5585 \$5,696 \$5037 \$5,137	Board Members Chair Vice-Chair	No stipends.
#195 Randolph <i>(Randolph meets on the 3rd Tuesday, at 7:00 P.M.)</i>	\$720 \$145	Board Members Officers	Only paid for meetings attended & Comt. Mtgs. (\$60 per mtg/12 mtgs a yr)
#271 Bloomington <i>(Bloomington meets the 2nd and 4th Mondays for regular Board meetings and 3rd Monday for meeting or study sessions. Meetings start at 7:00 PM.)</i>	\$7,200	Board Members	
#917 Intermediate <i>(ISD 917 meets on the 1st Tuesday, at 5 P.M.)</i>	\$4000 \$4250	Board Members Chair	A stipend of \$30 for the Personnel and Insurance Committee members only and an additional \$30 if the meeting goes over two hours. May choose to receive Board's contribution toward PERA defined contribution plan.

**2020-2021 SCHOOL YEAR
NON-MEMBER DISTRICT SCHOOL BOARD
SALARY INFORMATION**

DISTRICT	SALARY	POSITION	ADDITIONAL BENEFITS
#252 Cannon Falls Area Schools	\$1250	All board Positions	Travel and conferences paid according to school district policy.
#659 Northfield	\$3300 \$3900	All Board Members Chair	Travel and other expenses paid in accordance with school district policy.
<i>(Northfield meets the 2nd and 4th Mondays at 7:00 P.M.)</i>			
#196 Rosemount/Apple Valley/Eagan	\$9000 \$9900	All Board Members Chair	Board members may, at their discretion, receive \$125 per diem to be paid in 4 & 8 hour increments for time-consuming committees
<i>(196 usually meets on the 2nd and 4th Mondays at 6:00 PM)</i>			
#719 Prior Lake	\$6000 \$6500 \$6300 \$6300	plus \$20 for special meetings – Board Members Chair Treasurer/Clerk Vice-Chair	Certified Negotiator receives \$50 per meeting

**Intermediate School District #917
School Board**

Resolution Pertaining to Business Operations

Board member _____ introduced the following Resolution:

RESOLVED, that the School Board of Intermediate School District 917 accept the following actions pertaining to business operations, as indicated below:

WHEREAS, the Executive Director of Business Services recommends the designation of depositories; and

THEREFORE BE IT RESOLVED, that Intermediate School District 917 and the School Board designates Wells Fargo as the General/Building Funds depository and for investments; U.S. Bank of Minneapolis (used for payroll direct deposit only); and Minnesota School District Liquid Asset Fund for investments; and

WHEREAS, the Executive Director of Business Services is authorized to make short-term investments; and

WHEREAS, the Executive Director of Business Services is authorized to use facsimile signatures of Board officials and to use existing stamps, if needed, until new ones can be obtained; and

WHEREAS, the Executive Director of Business Services is authorized to perform the duties of clerk and treasurer as provided in Minn. Stat. § 123.34, Subd. 1; and

WHEREAS, the Executive Director of Business Services is authorized to make electronic transfer of funds; and

WHEREAS, the Executive Director of Business Services is authorized to lease/purchase, and contract for goods and services within the Board approved budget. Formal bids must be specifically authorized by the Board in accordance with Minn. Stat. § 123.37, Subd. 1.a.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof _____ and voting against the same: _____. Whereupon said resolution was declared duly passed and adopted. (Addendum ____.)

Whereupon said resolution was declared duly passed and adopted.

Date Board Approved:

MEMORANDUM OF AGREEMENT INTERMEDIATE SCHOOL DISTRICT NO. 917

This Memorandum of Agreement was entered into on the dates indicated herein below by and between the following Independent School Districts: Special School District #6, Inver Grove Heights #199, West St. Paul/Mendota Heights/Eagan #197, Randolph #195, Lakeville #194, Farmington #192, Burnsville #191, and Hastings #200, and Bloomington #271 (said parties hereinafter generally referred to as “members”) and Intermediate School District 917 (“District” or “service provider”).

WITNESSETH THAT:

WHEREAS, the members are organized for the purpose of providing public school education, and

WHEREAS, each of the members is interested in cooperating with other members in the delivery of educational services and in receiving services from the District; and

WHEREAS, the members are eligible to organize a joint school board pursuant to Minnesota Statutes § 136D.81 et seq., and Minnesota Statutes § 471.59 for such purposes; and

WHEREAS, the members first agreed to cooperate and organize a joint school board in 1970; and

WHEREAS, the members have jointly and cooperatively organized a school district referred to as Intermediate District 917 pursuant to the broad authority contained in Minnesota Statutes § 136D.81 et seq. and other applicable statutes; and

WHEREAS, the members have jointly and cooperatively organized a school board referred to as the Board of Intermediate District 917 pursuant to the broad authority contained in Minnesota Statutes § 471.59 and other applicable statutes; and

WHEREAS, the member districts wish to renew their commitment to cooperate in the context of current law and practice and to continue to receive services through the District:

NOW, THEREFORE, each of the parties to this Memorandum certifies to and agrees with the other parties as follows:

1. **Purpose of Agreement.** To continue to jointly and cooperatively deliver educational services through Intermediate District 917 for the benefit of the member districts and students.
2. **Authority of Members.** Each member signatory to this Memorandum has been duly authorized by its school board to execute this agreement and has complied with Minnesota Statutes § 136D.85 and 136D.93.
3. **Member Representatives.** Each member shall have one representative on the Board who shall be appointed by the school board of such member and shall serve for three years. On or before June 15 of each succeeding year in which its representative’s term shall expire, a member district shall appoint one representative to serve for a three-year term. Each such representative shall be a voter in the school district by which he or she is appointed.

4. Board Powers. The Board has the following rights, powers, and privileges, in accordance with applicable laws, rules and regulations:
- A. At the Board's annual meeting, the Board will review the Memorandum of Agreement and will elect a chair, a vice-chair, a clerk, and a treasurer who shall serve until the next annual meeting of the Board.
 - B. To adopt bylaws concerning the following: powers and duties of the Board, the date of the annual meeting of the Board, special meetings of the Board, duties of the officers, voting procedures, quorums, filling of vacancies in the position of representative and such other matters of organization, form and procedure which the Board may deem necessary.
 - C. To exercise all of those rights, powers and privileges conferred by statute on the individual members and the Intermediate District.
 - D. To function as an entity separate and apart from any of the members in furtherance of their joint interests and intentions.
 - E. To fulfill the District's mission to serve as the best resource of specialized services to ensure that each member district can meet the unique learning needs of its students.
 - F. Any and all of the powers, duties and functions described herein above may be performed by any committee pursuant to the bylaws of the Board or by specific resolution of the Board.
5. Tuition. Tuition and fees will be charged for services received from the District in accordance with applicable statutes.
6. Liability. Neither members nor member representatives shall have individual liability for the debts and obligations of the District. Member and member representative liability is determined by law.
7. Withdrawal by any Member. Any member may withdraw from the District and cause its representative to cease to function in such capacity upon written notice given to the Clerk of the Board before February 1 of any year, such notice to be accompanied by a certified copy of an appropriate resolution of the school board of such member authorizing and directing such withdrawal of the member from the Intermediate District. Any such withdrawal by a member shall be effective June 30 of the following fiscal year.
8. Additional Members. Any independent school district as defined in Minnesota Statutes 136D.81 and 136D.93, not signatory hereto, may become a member of the District hereafter upon adoption of a resolution of its school board authorizing

such school district to become a member, upon compliance with the requirements of law and upon complying with and executing this Agreement and any amendments thereto. A certified copy of such resolution shall be furnished to the Clerk of the Board, whereupon such school district shall be deemed to be a member of the Intermediate District.

9. Title. The District shall take title in its name to all property acquired by it.
10. Amendment of Agreement. This Agreement may be amended by a written instrument executed by the member districts who are members of the District at the time of the amendment. The proposed amendment shall be recommended by a member and notice of the proposed amendment and copy thereof shall be sent by mail to each member of the Board not less than sixty (60) days before the proposed effective date of such amendment, which date shall be stated in the amendment. If such amendment is not acceptable to any member, such member's written objections shall be sent to the Clerk of the Board at least 30 days in advance of the proposed effective date of the amendment. The proposed amendment shall not become effective until it has been approved and executed by not less than two-thirds of all member districts.
11. Dissolution of Intermediate District. The District shall continue in existence until two-thirds of its members agree upon dissolution at an annual meeting or special meeting called for the purpose of considering dissolution.
12. Distribution of Assets upon Dissolution. Upon dissolution of the District, any assets remaining after payment or reservation for debts and liabilities shall be divided among all members of the District as a majority of the members of the Board at the time of dissolution may determine in their discretion. To the extent possible all assets of the District shall be converted to cash prior to dissolution.
13. Severability Clause. If any provision or provisions of this Agreement shall be held to be invalid, illegal, unenforceable or in conflict with state or federal law, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby, and the remaining provisions shall remain in full force and effect.
14. Effective Date. This Agreement shall become effective on July 1, 2011.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed on the dates appearing herein below:

Dated: 11/9/2011

INTERMEDIATE SCHOOL DISTRICT 917

By *Gail E. Lewis*
Chair
And *Deborah M. Clark*
Clerk

Dated: 12/15/2010

INDEPENDENT SCHOOL DISTRICT 200

By *Judi G. Nelson*
Chair
And *Bradley Stovely*
Clerk

Dated: 12/13/2010

SPECIAL SCHOOL DISTRICT 6

By *John Torich*
Chair
And *Aun Williams*
Clerk

Dated: 12/20/10

INDEPENDENT SCHOOL DISTRICT 199

By *[Signature]*
Chair
And *Keitly*
Clerk

Dated: 12/6/2010

INDEPENDENT SCHOOL DISTRICT 197

By *[Signature]*
Chair
And *Laura Howard*
Clerk

Dated: 12-20-10

INDEPENDENT SCHOOL DISTRICT 195

By Larry J. Cochrane
Chair

And Michael J. [Signature]
Clerk

Dated: 12-14-2010

INDEPENDENT SCHOOL DISTRICT 194

By Judy Keliker
Chair

And Kathy Lewis
Clerk

Dated: December 13, 2010

INDEPENDENT SCHOOL DISTRICT 192

By [Signature]
Chair

And Julie A. McNaught
Clerk

Dated: 12-2-10

INDEPENDENT SCHOOL DISTRICT 191

By Michelle Currier
Chair

And Sandra M. [Signature]
Clerk

Dated: 4/11/2011

INDEPENDENT SCHOOL DISTRICT 271

By [Signature]
Chair

And Timothy J. Culver
Clerk

~~2019-2020~~
2020-2021

**INTERMEDIATE SCHOOL DISTRICT 917
SCHOOL BOARD
COMMITTEE ASSIGNMENTS**

<u>COMMITTEE</u>	<u>BOARD MEMBER</u>
BUDGET & FINANCE	Kathy Lewis Rehloff
BUILDINGS & GROUNDS	Rehloff Felton
INSTRUCTIONAL PROGRAMS	*Pressnall Sausser Schwab Currier
INSURANCE	Kathy Lewis Bergstrom
PERSONNEL	* Jill Lewis Pressnall Rehloff
POLICY	Sausser Felton Rehloff
ECSU Representative	Schwab
MSBA Representative	Sausser
Relicensure	Currier
Sourcewell Representative	Rehloff/Bergstrom as alternate
AMSD	Kathy Lewis/Currier as alternate

***Committee Chair shall:** ...Recommend and approve Committee Agendas
...Conduct Committee Meetings
...Report Committee Recommendations to the full Board
...Act as the Board's "resident expert" on their assigned areas

School Board meeting via Google Hangouts
Regular and Organizational School Board Meeting
July 7, 2020

<https://drive.google.com/file/d/1BXX5LJx3HspmlA57hbuRQWCLHANSzVG/view>