

# **Organizational School Board Meeting**

Tuesday, July 12, 2022 4:30 PM

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

**I. Call to Order - Ex-Officio Supt. Dr. Michael Favor**

**II. Conduct Pledge of Allegiance - Dr. Michael Favor**

**III. Visitors Opportunity to be Heard - Dr. Michael Favor**

**IV. Oath of office administered to newly elected Board member Hannah Simmons from Farmington and reelected Board member Kathy Lewis from Lakeville - Amy Alexander**

**V. Election of officers - Dr. Michael Favor**

V.A. Election of Chair

V.B. Election of Vice-Chair

V.C. Election of Clerk

V.D. Election of Treasurer

**VI. Establish dates and times for 2022-2023 School Board Meetings - Chair**

**VII. Designate official newspaper - Chair**

**VIII. Set level of compensation for School Board Members - Chair**

**IX. Resolution adopting finance and operations procedures - Nicolle Roush**

**X. Review Memorandum of Agreement with Member Districts - Dr. Michael Favor**

**XI. Review Board Committee and Representative Assignments - Chair**

**XII. Adjournment**

**PROPOSED 2022-2023 with Work Sessions**  
**INTERMEDIATE SCHOOL DISTRICT 917**  
**SCHOOL BOARD MEETING DATES**

<b><u>MONTH</u></b>	<b><u>MEETING DATE</u></b>	<b><u>TIME</u></b>	<b><u>TYPE</u></b>
<b><u>2022</u></b>			
July	Tuesday 12	4:00	Organizational/Reg.
August	Tuesday 2 or 9	4:30-5:15 5:15-6:00	Work session Regular meeting
September	Tuesday 6	4:30-5:15 5:15-6:00	Work session Regular meeting
October	Tuesday 4	4:30-5:15 5:15-6:00	Work session Regular meeting
November	Tuesday 1	4:30-5:15 5:15-6:00	Work session Regular meeting
December	Tuesday 6	4:30-5:15 5:15-6:00	Work session Regular meeting
<b><u>2023</u></b>			
January	Tuesday 3 ADD????	4:30-5:15 5:15-5:30 5:30-6:00	Work session Organizational Meeting Regular meeting
January	Tuesday 17	4:30-6:00	Work session
February	Tuesday 7	4:30-5:15 5:15-6:00	Work session Regular meeting
March	Tuesday 7	4:30-5:15 5:15-6:00	Work session Regular meeting
April	Tuesday 4	4:30-5:15 5:15-6:00	Work session Regular meeting
April	Tuesday 18	4:30-6:00	Work session
May	Tuesday 2	4:30-5:15 5:15-6:00	Work session Regular meeting
June	Tuesday 13	4:30-5:15 5:15-6:00	Work session Regular meeting

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 2023 are as follows:

\$6.86 per column inch per publication \*(this = \$0.49 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 – 135,000

\*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](mailto:ekunz@pioneerpress.com) and [legals@pioneerpress.com](mailto: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](mailto:ekunz@pioneerpress.com)



**2022-2023 SCHOOL YEAR  
MEMBER DISTRICT SCHOOL BOARD  
SALARY INFORMATION**  
(Information Revised July 2022)

<b>DISTRICT</b>	<b>SALARY</b>	<b>POSITION</b>	<b>ADDITIONAL BENEFITS</b>
#191 Burnsville <i>(Burnsville meets the 2<sup>nd</sup> and 4<sup>th</sup> Thursday at 6:30 P.M.)</i>	\$5400 \$6000	Board Members Chair	PERA defined contribution plan
#200 Hastings <i>(Hastings meets on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays at 6:00 P.M.)</i>	<del>\$4250</del> <del>\$4750</del>	<del>Board Members</del> <del>Chair</del>	<del>\$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.</del>
<b>For the second year --- the Board has decided to take \$0.00.</b>			
#6 So. St. Paul <i>(So. St. Paul meets on the 2<sup>nd</sup> and 4<sup>th</sup> Monday at 7:15 P.M.)</i>	\$4900 \$5400	All Board Members Chair	
#199 IGH <i>(IGH meets on the 2<sup>nd</sup> and 4<sup>th</sup> 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 1<sup>st</sup> at 6:00 PM (regular meeting) and 3<sup>rd</sup> Monday (Board/work session) at 5:00 P.M.)</i>	<del>\$4725</del> <b>\$5100</b> <del>\$5250</del> <b>\$5500</b>	Board Members Chair	
#194 Lakeville <i>(Lakeville meets the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday, at 7:00 P.M.)</i>	\$6750	All Board Members	\$50/month Chair stipend
#192 Farmington <i>(Farmington meets the 2<sup>nd</sup> and 4<sup>th</sup> Monday, at 6:00 P.M.)</i>	<del>\$4,578</del> <b>\$4670</b> <del>\$5,696</del> <b>\$5810</b> <del>\$5,137</del> <b>\$5240</b>	Board Members Chair Vice-Chair	No stipends.
#195 Randolph <i>(Randolph meets on the 3<sup>rd</sup> Monday, 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 2<sup>nd</sup> and 4<sup>th</sup> Mondays for regular Board meetings and holds the 3<sup>rd</sup> Monday for meeting or study sessions. Meetings start at 7:00 PM. Expense allocations lowered to \$750 down from \$1,000.</i>	<del>\$7,200</del> <b>\$9600</b> <b>\$10,800</b>	Board Members Chair	<del>Board chair receives an additional \$100/month totaling \$8,400/year.</del>
#917 Intermediate <i>(ISD 917 meets on the 1<sup>st</sup> Tuesday, at 4:30 P.M.)</i>	\$4400 \$4675	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.

**2022-2023 SCHOOL YEAR  
NON-MEMBER DISTRICT SCHOOL BOARD  
SALARY INFORMATION**

<b>DISTRICT</b>	<b>SALARY</b>	<b>POSITION</b>	<b>ADDITIONAL BENEFITS</b>
#252 Cannon Falls Area Schools	\$1250	All board Positions	Travel and conferences paid according to school district policy.
#659 <i>No change</i> Northfield <i>(Northfield meets the 2<sup>nd</sup> and 4<sup>th</sup> Mondays at 6:00 P.M.)</i>	\$3300 \$3900	All Board Members Chair	Travel and other expenses paid in accordance with school district policy.
#196 Rosemount/Apple Valley/Eagan <i>(196 usually meets on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays at 6:00 PM)</i>	\$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
#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

*Purposeful. Personalized. Partners.*

1300 145th Street East, Rosemount, MN 55068

(651) 423-8229 \* <http://www.isd917.org>

Superintendent: Dr. Michael Favor

### 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, direct payroll deposits and for investments; 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 D.)

Whereupon said resolution was declared duly passed and adopted.

Date Board Approved:

#### ISD 917 Vision

Intermediate School District 917 models an innovative culture with diverse pathways serving students and families through equitable practices with highly trained staff.

#### ISD 917 Core Values

Collaboration \* Empathy \* Innovation \* Stewardship \* Communication \* Integrity \* Personalization \* Equity \* Diversity

## 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 [Signature]  
Clerk

Dated: 12-14-2010

**INDEPENDENT SCHOOL DISTRICT 194**

By Judy Keliker  
Chair

And [Signature]  
Clerk

Dated: December 13, 2010

**INDEPENDENT SCHOOL DISTRICT 192**

By [Signature]  
Chair

And [Signature]  
Clerk

Dated: 12-2-10

**INDEPENDENT SCHOOL DISTRICT 191**

By [Signature]  
Chair

And [Signature]  
Clerk

Dated: 4/11/2011

**INDEPENDENT SCHOOL DISTRICT 271**

By [Signature]  
Chair

And [Signature]  
Clerk

**2021-2022**

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

<b><u>COMMITTEE</u></b>	<b><u>BOARD MEMBER</u></b>
BUDGET & FINANCE	Kathy Lewis Cindy Nordstrom Tom Bennett
BUILDINGS & GROUNDS	Wendy Felton Lisa Ehleringer Dave Pemble
INSTRUCTIONAL PROGRAMS	Kathy Lewis Byron Schwab Cindy Nordstrom
INSURANCE	Cindy Nordstrom Kathy Lewis
PERSONNEL	Tom Bennett Dave Pemble Melissa Sauser
POLICY	Wendy Felton Lisa Ehleringer Lesley Chester
ECSU Representative MSBA Representative AMSD	Byron Schwab Kathy Lewis/Dave Pemble Tom Bennett



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### **Proposed 2022-2023 School Year School Board Work Sessions July 6, 2022**

***For the purposes of aligning our governance structure to the language and ideals outlined in our Strategic Plan, we propose that, beginning in the 2022-2023 school year, Board work sessions be aligned primarily to two of our district's established Core Values: Stewardship & Integrity.***

***Individual Board representatives will still be needed for at least the following:***

- *Calendar Committee - 2-3 times per year*
- *Personnel/Contract Negotiations - 10-12 times per year*
- *Insurance Committee - 2-3 times per year*

Alternate work session focus prior to regular School Board meetings (except for July)

6 meetings per year for Stewardship

5 meetings per year for Integrity

#### **STEWARDSHIP Work Session**

- Managing financial and human resources carefully and responsibly.
  - Budget & Finance
  - Buildings & Grounds
  - Personnel
  - Insurance
  - Calendar

#### **INTEGRITY Work Session**

- Aligning our actions with our values and beliefs.
  - Policy
  - Curriculum, Instruction, & Assessment
  - Equity & Diversity (for the purposes of governance)

There will be no standing Board committees.

#### **ISD 917 Vision**

Intermediate School District 917 models an innovative culture with diverse pathways serving students and families through equitable practices with highly trained staff.

#### **ISD 917 Core Values**

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