

Agenda

- 1. **CALL TO ORDER** *(Action)*
 - 1.1. Roll Call and Determination of Quorum.....**A**
 - 1.2. Seating of the New Board Members
 - 1.3. Oath of Office (new Board Members).....**I**
- 2. **APPROVAL OF GENERAL MEETING AGENDA** *(Action)*
- 3. **NOMINATING COMMITTEE REPORT**
 - 3.1. Nominating Committee Report.....**A**
- 4. **ORGANIZATIONAL BUSINESS**
 - 4.1. Operations
 - 4.1.1. Meeting Schedule for the Year.....**A**
 - 4.1.2. Recitation of Pledge of Allegiance.....**A**
 - 4.2. Finance
 - 4.2.1. Appointment of Assistant Treasurer & Authorization for Payment of Claims.....**A**
 - 4.2.2. Appointment for Money Wire Transfers.....**A**
 - 4.2.3. Appointment of Financial Institutions/Official Depositories.....**A**
 - 4.2.4. Designation of Official Newspapers.....**A**
 - 4.2.5. Designation of Financial Advisory Service Consultant.....**A**
 - 4.2.6. Designation of Appraisal Services Consultant.....**A**
 - 4.2.7. Designation of Independent Auditing Firm.....**A**
 - 4.2.8. Designation of Actuarial Services Consultant.....**A**
 - 4.2.9. Authorization for Superintendent to Sign Contracts.....**R**
 - 4.2.10. Legal Counsel Appointment.....**A**
 - 4.2.11. Board Compensation**A**
 - 4.2.12. Resolution Appointing School District Responsible Authority.....**R**
 - 4.3. Information
 - 4.3.1. Board Member Contact Information.....**I**
- 5. **ADJOURNMENT**

Roll Call Vote - All Board Members
January 2022 - December 2022

Date: January 26, 2023

Roll Call & Determination of Quorum

Board Member	District	Present	Absent
Dallas, Ruthie	Brooklyn Center		
Ross, Kim	Eden Prairie		
Birdman, Michael	Edina		
Andreson, Shannon	Hopkins		
Kunz, Michèle	Orono		
Douglas, Heather	Osseo		
Brakke, Crystal	Richfield		
Bowman, ReNae	Robbinsdale		
Casey, Anne	St. Louis Park		
Johansen, Sarah	Wayzata		
Marty, Heidi	Westonka		
TOTALS	11		

Intermediate District 287

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BOARD MEMBER OATH OF OFFICE January 2023 – December 2023

**"I, _____ do solemnly swear
that I will support the Constitution of the United States
and the Constitution of the State of Minnesota, and
that I will faithfully and justly perform and discharge
all the duties of the office and trust, which I now assume
as a member of the Board of Intermediate School District 287,
to the best of my judgment and ability."**

Board Member _____
(Signature)

Date January 26, 2023

Oath of Office administered by
, Board Chair

(Signature)

Acknowledgement:

State of Minnesota, County of Hennepin

On this 26 day of January, 2023, appeared before me

Wauneen Denson-Mgeni
who is personally known to me to be the signer of the above
instrument and he/she acknowledged that he/she executed it.

NOTARY PUBLIC _____
Wauneen Denson-Mgeni of Hennepin County Minnesota
Commission expires January 31, 2023

Intermediate District 287

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INTER-OFFICE MEMORANDUM

To: Board Members

From: Sandy Lewandowski, Superintendent

Date: January 13, 2022

Re: Pledge of Allegiance

Attached you will find updated information for legislation pertaining to the Pledge of Allegiance. Essentially, the legislation requires recitation of the Pledge plus providing related instruction unless annually waived by the school board.

A 287 board motion was passed on June 19, 2003 to waive the recitation of the Pledge. Reasons cited were our special populations with unique needs and the fact that many of our students would have the pledge requirements met in their home district. This action only waived the requirement but allows teachers to incorporate the pledge/curriculum into class time if they wish.

It is our recommendation this waiver be continued and approved by our board. Similar action is also being recommended by the other two Intermediates for the reasons cited.

/wm

Attachment – Minnesota Statute 2005, 121A.11

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: January 26, 2023

TO: Board Members

FROM: Marcy Doud, Superintendent

RE: *Money Wire Transfers*

In accordance with Minnesota law, the School Board annually designates a business administrator to make wire transfers. We have used wire transfers to purchase investments, make debt service, vendor, payroll tax, and benefit payments. We plan to continue this usage of wire transfers within the framework of our internal controls.

RECOMMENDATION:

Authorize *Mae Hawkins*, Executive Director of Business Services or her designee, to execute wire transfers on behalf of District 287 for the period January 1, 2023 through the 2024 Board Organizational Meeting.

Reference: MN Statute 471.38, Subd 3.

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: January 26, 2023

TO: Board Members

FROM: Marcy Doud, Superintendent

RE: ***Designation of Financial Institutions/Official Depositories***

RECOMMENDATION:

1. To designate the following list of financial institutions/official depositories for depository/investment purposes for the year 2023.
2. To authorize the chairperson, clerk, and treasurer to sign the “certificate of authority” forms for the following list of financial institutions.
 - a. **Minnesota School District Liquid Asset Fund Plus managed by PFM Asset Management, LLC**
 - b. **U.S. Bank Minneapolis**
 - c. **Wells Fargo Bank Minneapolis**
 - d. **Prudent Man Advisors (PMA) Financial Network managed by MNTrust**

Reference: MN Statutes 118.005, 124.05 & 475.66

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: January 26, 2023

TO: Board Members

FROM: Marcy Doud, Superintendent

RE: *Designation of Official Newspaper/Official Notices*

In order to give the widest possible coverage of legal items to our eleven member district area, we have used:

Sun Sailor: #41- Wayzata; #43 - St Louis Park, Hopkins; #44 - Eden Prairie

Sun Current: #45 - Edina; #47 - Richfield

Sun Post: #67 - Brooklyn Center; #68 - Robbinsdale

Press: #53 - Osseo

Lake Pioneer: #61 - Westonka, Orono

In addition, when publication in a newspaper is not legally required – the district will use its public web page for posting of public notices and bids.

RECOMMENDATION:

To designate the *newspapers listed above* as the official newspapers for the year 2023 and the district website as the official posting location for all notices not legally required to be published in a newspaper.

Reference: MN Statutes 331.01, 331.11

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: January 26, 2023

TO: Board Members

FROM: Marcy Doud, Superintendent

RE: *Designation of Financial Advisory Service Consultant*

It is recommended that the following organization be designated as the District Financial Advisory Services Consultants for the period January 1, 2023 through the 2024 Board Organizational Meeting:

Baker Tilly Municipal Advisors, LLC, providing independent financial advisory services to the Intermediate as necessary to conduct the business, and protect the legal interests of the District.

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: January 26, 2023

TO: Board Members

FROM: Marcy Doud, Superintendent

RE: *Designation of Appraisal Services Consultant*

It is recommended that the following persons be designated as the District Appraisal Services Consultants for the period January 1, 2023 through the 2024 Board Organizational Meeting:

David Reach, MAI to provide independent corporate appraisal services to the Intermediate as necessary to conduct the business, and protect the legal interests of the District.

In the event David Reach is unavailable, the appointed alternate would be Paul G. Bakken, MS, MAI, CCIM.

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: January 26, 2023

TO: Board Members

FROM: Marcy Doud, Superintendent

RE: *Designation of Independent Auditing Firm*

It is recommended that the following organization be designated as the District Independent Auditors for the period January 1, 2023 through the 2024 Board Organizational Meeting:

Malloy, Montague, Karnowski, Radosevich & Co, PA (MMKR), certified public accountants, providing independent audit services to the Intermediate as necessary to conduct the business, and protect the legal interests of the District.

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: January 26, 2023

TO: Board Members

FROM: Marcy Doud, Superintendent

RE: *Designation of Actuarial Services Consultant*

It is recommended that the following organization be designated as the District Actuarial Services Consultant for January 1, 2023 – December 31, 2023:

Van Iwaarden Associates, providing actuarial services to the Intermediate as necessary to conduct the business and protect the legal interests of the District.

Intermediate District 287

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Resolution Authorizing Superintendent to Sign Contracts and Purchase Orders

Minnesota Statutes Section 123B.52, subd. 2 permits the Board to pass a resolution authorizing the Superintendent to sign purchase orders and certain contracts. It is recommended by Administration that the following resolution be passed:

“The Board of Education for Intermediate District 287 hereby authorizes the Superintendent of Schools, the Executive Director of Business Services, and/or the Director of Finance to sign contracts and purchase orders for goods and services contained within the Board approved budget. Specific Board authorization and compliance with bid requirements are required for transactions in amounts greater than the minimum amount for which bids are required.”

A resolution motion was made by _____, seconded by _____. The following voted in favor of the motion:

And the following voted against the motion:

Whereupon the Resolution was declared duly passed and adopted.

Clerk's Signature

Board Chair Signature

Date

Date

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: January 26, 2023

TO: Board Members

FROM: Marcy Doud, Superintendent

RE: Appointment of Legal Counsel

RECOMMENDATION:

It is recommended that the following person be designated as District Legal Counsel for the period January 1, 2023 through the 2024 Board Organizational Meeting:

Anne C. Becker, General Counsel, and other legal counsel selected by the Superintendent as necessary to conduct the business and protect the legal interests of the District.

**Board Transition Task Force Recommendations
Summary Document 10-15-08**

Task Force Charge Statement	Task Force Outcome or Recommendation	Benefits & Cost of Recommendation
9. Board Compensation	<p>The Task Force recommends that Board members compensation be \$275/month or \$3,300/year.</p> <p>The Task Force recommends that the Board Chair receive an additional \$83.33/month or \$1000/year.</p> <p>At the January 26, 2017, Organizational Meeting of the Board, Board Chair Henke recommended a Board compensation increase of \$1,000.00. <i>Motion by Dean Henke, seconded by Sherry Tyrrell, to approve the Board compensation as presented. All in favor. One no vote. Motion carried.</i></p> <p>The Board approved that Board member's compensation be \$333.33/month or \$4,000/year.</p> <p>The Task Force recommends that the Board Chair receive an additional \$83.33/month or \$1000/year.</p>	<p>Task Force sought to increase Board compensation to bring it closer to the mid-range of member districts. See attached graph of all 14 districts, including 287, Board member compensation.</p> <p>Board member compensation currently is \$1200 per year plus \$50 per committee meeting. If a Board member attends two committee meetings per month, they would earn \$2400/year. The Board Chair currently receives an additional \$67/month or \$800/year. With the current compensation if all 26 members attended two meetings per year the cost would have been \$63,200/year including \$800 for the Chair</p> <p>With the new compensation 13 members receive 3,300 per year and the Chair receives an additional \$1000, the cost would be \$43,900. Given the scenario described, the <i>cost savings would be \$19,300 per year.</i></p>
Board Compensation (<i>revised</i> January 26, 2017)	<p>Excerpt from January 26, 2017 General Board Meeting Minutes:</p> <p>Motion by Dean Henke, seconded by Sherry Tyrrell, recommending the approval of the Board Compensation increase from \$3,300.00 to \$4,000.00. One no vote against. Motion carried.</p>	<p>With the new compensation 11 members receive \$4,000 per year and the Chair receives an additional \$1000, the cost would be \$45,000.</p>

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

INTER-OFFICE MEMORANDUM

January 26, 2023

This item is the RESOLUTION APPOINTING SCHOOL DISTRICT RESPONSIBLE AUTHORITY. The effective ending date of this resolution will now be December 31, 2023.

The original resolution reads as follows:

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Director recommends the Board authorize Marcy Doud to act as the Identified Official with Authority (IOwA) and Wauneen Denson-Mgeni to act as the IOwA to add and remove names only for Intermediate School District 287 0287-06.

A resolution motion was made by _____, seconded by _____. The following voted in favor of the motion:

And the following voted against the motion:

Whereupon the Resolution was declared duly passed and adopted.

Clerk's Signature

Board Chair Signature

Date

Date

Board approved on

**INTERMEDIATE DISTRICT 287
BOARD MEMBER ROSTER
JANUARY 2023 – DECEMBER 2023**

BROOKLYN CENTER DISTRICT 286:

RUTHIE DALLAS

EDEN PRAIRIE DISTRICT 272:

KIM ROSS

EDINA DISTRICT 273:

MICHAEL BIRDMAN

HOPKINS DISTRICT 270:

SHANNON ANDRESON

ORONO DISTRICT 278:

MICHÈLE KUNZ

OSSEO DISTRICT 279:

HEATHER DOUGLASS

RICHFIELD DISTRICT 280:

CRYSTAL BRAKKE

ROBBINSDALE DISTRICT 281:

RENAE BOWMAN

ST. LOUIS PARK DISTRICT 283:

ANNE CASEY

WAYZATA DISTRICT 284:

SARAH JOHANSEN

WESTONKA DISTRICT 277:

HEIDI MARTY

* * * * *

Updated 01.16.2023