

Agenda

1. **CALL TO ORDER** *(Action)*
 - 1.1. Roll Call and Determination of Quorum.....**A**
2. **NOMINATING COMMITTEE REPORT**
 - 2.1. Nominating Committee Report.....**A**
 - 2.1.1. Oath of Office (new Board Members).....**I**
 - 2.1.2. Seating of the New Board Members
3. **APPROVAL OF ORGANIZATIONAL MEETING AGENDA** *(Action)*
4. **APPROVAL OF CONSENT AGENDA** *(Action)*
 - 4.1. Meeting Schedule for the Year
 - 4.2. Recitation of Pledge of Allegiance
 - 4.3. Appointment of Assistant Treasurer & Authorization for Payment of Claims
 - 4.4. Appointment for Money Wire Transfers
 - 4.5. Appointment of Financial Institutions/Official Depositories
 - 4.6. Designation of Official Newspapers
 - 4.7. Designation of Financial Advisory Service Consultant
 - 4.8. Designation of Appraisal Services Consultant
 - 4.9. Designation of Independent Auditing Firm
 - 4.10. Designation of Actuarial Services Consultant
 - 4.11. Authorization for Superintendent to Sign Contracts
 - 4.12. Board Compensation
 - 4.13. Appointing School District Responsible Authority
5. Information
 - 5.1. Board Member Contact Information.....**I**
6. **ADJOURNMENT**

Roll Call Vote - All Board Members
January 2024 - December 2024

Date: January 25, 2024

Roll Call & Determination of Quorum

Board Member	District	Present	Absent
Dallas, Ruthie	Brooklyn Center		
Ross, Kim	Eden Prairie		
Birdman, Michael	Edina		
Andreson, Shannon	Hopkins		
Remucal, Michael	Minnetonka		
Orcutt, Karen	Orono		
Douglas, Heather	Osseo		
Brakke, Crystal	Richfield		
Bowman, ReNae	Robbinsdale		
Casey, Anne	St. Louis Park		
Ginestra, Dan	Wayzata		
Marty, Heidi	Westonka		
TOTALS	12		

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NOMINATING COMMITTEE REPORT

Recommendation of Officers

On behalf of the Nominating Committee, we are very pleased to submit for your approval the following slate for Officers of the Intermediate District 287 Board for the timeframe of January 2024 through December 2024.

- 2.1 Board Chair
- 2.2 Board Vice-Chair
- 2.3 Board Clerk
- 2.4 Board Treasurer

Many thanks to these four board members for agreeing to serve as officers, subject to the approval of the full board.

Thank you,

Jackie Mosqueda-Jones, Sarah Johansen, Michael Birdman
Nominating Committee

Intermediate District 287

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BOARD MEMBER OATH OF OFFICE January 2024 – December 2024

**"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 _____ Date _____
(Signature)

Oath of Office administered by
, Board Chair

(Signature)

Acknowledgement:

State of Minnesota, County of Hennepin

On this 25 day of January, 2024, 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, 2028

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Board Calendar (Second & Fourth Thursday of the Month)

Start Time: 6:30 PM

January 2024 – December 2024 <i>TENTATIVE</i>	
January 11, 2024 Conflict MSBA Meeting January 25, 2024	
February 8, 2024	February 22, 2024
March 14, 2024	March 28, 2024 Conflict with Spring Break
April 11, 2024	April 25, 2024
May 9, 2024	May 23, 2024
June 13, 2024	June 27, 2024
No July Meeting	
August 22, 2024	
September 12, 2024	September 26, 2024
October 10, 2024	October 24, 2024
November 14, 2024	
December 12, 2024	

Intermediate District 287

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INTER-OFFICE MEMORANDUM

To: Board Members

From: Marcy Doud, Superintendent

Date: January 25, 2024

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 25, 2024

TO: Board Members

FROM: Marcy Doud, Superintendent

RE: *Appointment of Assistant Treasurer & Authorization for Payment of Claims*

RECOMMENDATION:

Appoint *Brian Schultz, Executive Director of Business Services & Operations*, as Assistant Treasurer for January 1, 2024 – December 31, 2024.

Consistent with the above appointment, the School Board annually appoints a business administrator or her designee, who is authorized to sign investment and collateral documents on behalf of the District. Investment transactions and collateral activity will be reported to the Board. Furthermore, the School Board may delegate the authority to administration to pay a claim that cannot be deferred until the next Board meeting. The Board authorizes the Assistant Treasurer or their designee to pay claims prior to board approval with the understanding that they will be acted upon at the next board meeting.

Reference: MN Statute 123B.14 (1)
MN Statute 123B.02 (18)

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: January 25, 2024

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 ***Brian Schultz***, Executive Director of Business Services & Operations, or his designee, to execute wire transfers on behalf of District 287 for the year 2024.

Reference: MN Statute 471.38, Subd 3.

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: January 25, 2024

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 2024.
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. **Baker Tilly Municipal Advisors, LLC**
 - e. **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 25, 2024

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 twelve-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 2024 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 25, 2024

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 January 1, 2024 – December 31, 2024:

Baker Tilly Municipal Advisors, LLC, provides 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 25, 2024

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 January 1, 2024 – December 31, 2024:

David Reach, MAI, provides independent 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 25, 2024

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 January 1, 2024 – December 31, 2024:

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 25, 2024

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, 2024 – December 31, 2024:

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 & Operations, 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

**Board Transition Task Force Recommendations
Summary Document 10-15-08
Revised January 2017**

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 25, 2024

This item is the RESOLUTION APPOINTING SCHOOL DISTRICT RESPONSIBLE AUTHORITY. The effective ending date of this resolution will now be December 31, 2024.

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 DIRECTORY
January 2023 - December 2023

BOARD MEMBER	Business Phone/Fax/Email	Home Phone/Fax/Email	On Local Board	Board Position 287 Term
DALLAS, RUTHIE 286 Brooklyn Center	Cell: 612-743-8895 Email: rdallas@bccs286.org	6419 Emerson Avenue North Brooklyn Center, 55430 Work: Email: rmdallas@district287.org	Yes	<i>Board Director</i> 01/01/24 -12/31/25
ROSS, KIM 272 Eden Prairie	Work: Cell: 612-670-6787 Email: kim_ross@edenpr.k12.mn.us	8462 Hiawatha Avenue Eden Prairie, 55347 Home: Email: kaross@district287.org	Yes	<i>Board Director</i> 01/01/24 -12/31/25
BIRDMAN, MICHAEL 273 Edina	Cell: 763-442-9273 Email: Michael.Birdman@edinaschools.org	5045 Bedford Avenue Edina, 55436 Home: 763-442-9273 Email: mmbirdman@district287.org	Yes	<i>Board Director</i> 01/01/23 -12/31/24
ANDRESON, SHANNON 270 Hopkins	Work: Cell: 612-532-9868 Email: shannon.andreson@hopkinsschools.org	12950 Berkshire Drive Minnetonka, 55343 Home: Email: sandreson@district287.org	Yes	<i>Board Director</i> 01/01/23 -12/31/24
REMUCAL, MICHAEL 276 Minnetonka	Work: Cell: 952-401-5004 Email: michael.remucal@minnetonkaschools.org	Home: 952-401-5004 Email: mjremucal@district287.org	Yes	<i>Board Director</i> 01/01/24 -12/31/25
ORCUTT, KAREN 278 Orono	Cell: 612-919-1757 Email: karenaorcutt@gmail.com	3420 County Road 90, Independence, MN 55359 Home: 612-919-1757 Email:	No	<i>Board Director</i> 01/01/24 -12/31/25
MOSQUEDA-JONES, JACKIE 279 Osseo	Work: Cell: 612-232-4454 Email: mosqueda-jonesj@district279.org	7341 Berkshire Way Maple Grove, MN 55311 Home: Email:	Yes	<i>Board Director</i> 01/01/23 -12/31/24
BRAKKE, CRYSTAL 280 Richfield	Cell: 612-940-0497 Email: crystal.brakke@rpsmn.org	6725 York Avenue South, #614 Edina, 55435 Home: 612-940-0497 Email: cdbrakke@district287.org	Yes	<i>Board Director</i> 01/01/24 -12/31/25
BOWMAN, RENAE 281 Robbinsdale	Work: Cell: 763-531-2074 Email: renae_bowman@rdale.org	3916 Edgewood Avenue North Crystal, 55427 Home: Email: rjbowman@district287.org	Yes	<i>Board Director</i> 01/01/24 -12/31/25
CASEY, ANNE 283 St Louis Park	Work: Cell: 952-303-9684 Email: casey.anne@slpschools.org	6911 West 23 rd Street St. Louis Park, 55426 Home: 952-303-9684 Email: aecasey@district287.org	Yes	<i>Board Director</i> 01/01/23 -12/31/24
GINESTRA, DAN 284 Wayzata	Work: Cell: 612-321-6045 Email:	Home: 6496 Ranier Lane N Maple Grove 55311 Email: dan.ginestra@wayzataschools.org	Yes	<i>Board Director</i> 01/01/24 -12/31/25
MARTY, HEIDI 277 Westonka	Cell: Email: martyh@westonka.k12.mn.us	1350 North Arm Drive Mound 55364 Home: 952-220-5638 Email: hjmarty@district287.org	Yes	<i>Board Director</i> 01/01/23 -12/31/24
Ex Officio / Superintendent MARCY DOUD	Intermediate District 287 1820 N Xenium Lane Plymouth 55447 763-550-7101 Fax 763-550-7299 madoud@district287.org	1865 Stryker Avenue St. Paul 55118 Home: (same as cell) Cell/Home: 612-207-7239		
Executive Secretary WAUNEEN MGENI	763-550-7101 Fax 763-550-7299 wbdmgeni@district287.org	3803 Washburn Avenue North Minneapolis 55412 Home: (same as cell) Cell: 612-998-0996		

[Website: http:// www.district287.org](http://www.district287.org)