

Organizational Meeting of the Board
Thursday, January 23, 2025 6:30 AM

Boardroom / Teleconference
1820 Xenium Ln N
Minneapolis, MN 55441-3790

Agenda

- 1. **CALL TO ORDER** *(Action)*
 - 1.1. Roll Call and Determination of Quorum.....**A**
 - 1.2. Oath of Office (new Board Members).....**I**
 - 1.3. Seating of the New Board Members
- 2. **NOMINATING COMMITTEE REPORT**
 - 2.1. Nominating Committee Report.....**A**
- 3. **APPROVAL OF ORGANIZATIONAL MEETING AGENDA.....A**
- 4. **APPROVAL OF CONSENT BUSINESS.....A**
 - 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
 - 4.14. Information
 - 4.14.1. Board Member Contact Information.....**I**
- 5. **ADJOURNMENT**

Roll Call Vote - All Board Members
January 2025 - December 2025

Date: January 23, 2025

Roll Call & Determination of Quorum

Board Member	District	Present	Absent
Zeck, Richard	Brooklyn Center		
Ross, Kim	Eden Prairie		
Birdman, Michael	Edina		
Andreson, Shannon	Hopkins		
Remucal, Michael	Minnetonka		
Orcutt, Karen	Orono		
Tate, Keith	Osseo		
Brakke, Crystal	Richfield		
Long, Caroline	Robbinsdale		
Casey, Anne	St. Louis Park		
Ginestra, Dan	Wayzata		
Roath, Brian	Westonka		
TOTALS	12		

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BOARD MEMBER OATH OF OFFICE January 2025 – December 2025

**"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 23 day of January, 2025, 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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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 2025 through December 2025.

- 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,

Crystal Brakke, Michael Birdman, and Dan Ginestra
Nominating Committee

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Board Calendar (Second & Fourth Thursday of the Month)

Start Time: 6:30 PM

January 2025 – December 2025	
January 9, 2025 <i>(possible conflict MSBA Conference)</i>	January 23, 2025
February 13, 2025	February 27, 2025
March 13, 2025	March 27, 2025 <i>(Conflict with Spring Break)</i>
April 10, 2025	April 24, 2025
May 8, 2025	May 22, 2025
June 12, 2025	June 26, 2025
No July Meeting	
August 28, 2025	
September 11, 2025	September 25, 2025
October 9, 2025	October 23, 2025
November 13, 2025	
December 11, 2025	

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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 23, 2025

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, 2025 – December 31, 2025.

Consistent with the above appointment, the School Board annually appoints a business administrator or their 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 23, 2025

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 2025.

Reference: MN Statute 471.38, Subd 3.

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: January 23, 2025

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 2025.
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. **Citigroup Global Markets Inc.**
 - e. **Prudent Man Advisors (PMA) Financial Network managed by MNTrust**

Reference: MN Statutes 118.005, 124.05 & 475.66

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INTER-OFFICE MEMORANDUM

DATE: January 23, 2025

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 2025 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

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INTER-OFFICE MEMORANDUM

DATE: January 23, 2025

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, 2025 – December 31, 2025:

Ehlers, Inc, provides independent financial advisory services to the Intermediate as necessary to conduct the business and protect the legal interests of the District.

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INTER-OFFICE MEMORANDUM

DATE: January 23, 2025

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, 2025 – December 31, 2025:

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.

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INTER-OFFICE MEMORANDUM

DATE: January 23, 2025

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, 2025 – December 31, 2025:

LB Carlson, LLP, certified public accountants, providing independent audit services to the Intermediate as necessary to conduct the business and protect the legal interests of the District.

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INTER-OFFICE MEMORANDUM

DATE: January 23, 2025

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, 2025 – December 31, 2025:

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

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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**

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

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INTER-OFFICE MEMORANDUM

January 23, 2025

This item is the RESOLUTION APPOINTING SCHOOL DISTRICT RESPONSIBLE AUTHORITY. The effective ending date of this resolution will now be December 31, 2025.

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