

INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS
OFFICIAL MINUTES OF THE JANUARY 7, 2019
SCHOOL BOARD MEETING

The Annual organizational meeting of the Independent School District 272, Eden Prairie Schools, was held on the 7th day of January 2019 in the Administrative Services Center located at 8100 School Road, Eden Prairie, Minnesota.

1. **Convene - 6:00 p.m.**

Call to order: Chair E. Larabee

Present: Lauren Crandall, Elaine Larabee, Holly Link, Adam Seidel, Terri Swartout

Not Present: Dave Espe

Superintendent Josh Swanson - Present

2. **Pledge of Allegiance**

3. **Oath of Office for Newly Elected School Board Members – Read by all Board Members**

I SWEAR that I will support the Constitution of the United States and of this State, and that I will discharge faithfully the duties of the office of School Board Member of Independent School District No. 272 to the best of my judgment and ability.

4. **Agenda Review and Approval: MOTION** by H. Link, **Seconded** by T. Swartout to approve the agenda for the January 7, 2019 Organizational Meeting of the School Board of Independent School District 272, Eden Prairie. **AMENDMENT** by E. Larabee, Seconded by A. Seidel to add an item under Board Work, 7. D, Joint Meeting with the Eden Prairie City Council. Original **MOTION** with **AMENDMENT** – Passed

Election of Officers

- A. Election of School Board Chair – A. Seidel, as acting Chair, asked for nominations for School Board Chair: Elaine Larabee was nominated by H. Link as chair and by acclamation the vote passed. Elaine Larabee was re-elected to Chair of the School Board for Independent School District 272, Eden Prairie, for the calendar year of 2019
- B. Election of School Board Vice Chair – E. Larabee asked for nominations for School Board Vice Chair: Lauren Crandall was nominated by A. Seidel as vice chair and by acclamation the vote passed. Lauren Crandall was elected to Vice Chair of the School Board for Independent School District 272, Eden Prairie, for the calendar year of 2019
- C. Election of School Board Clerk – E. Larabee asked for nominations for School Board Clerk: Adam Seidel was nominated by T. Swartout as clerk and by acclamation the vote passed. Adam Seidel was re-elected to Clerk of the School Board for Independent School District 272, Eden Prairie, for the calendar year of 2019
- D. Election of School Board Treasurer – E. Larabee asked for nominations for School Board Treasurer: Holly Link was nominated by T. Swartout as treasurer and by acclamation the vote passed. Holly Link was re-elected to Treasurer of the School Board for Independent School District 272, Eden Prairie, for the calendar year of 2019
- A. Approval of School Board Compensation – **MOTION** by A. Seidel, **Seconded** by H. Link to approve no change in the annual compensation for School Board Members of Independent School District 272, Eden Prairie, MN, for the calendar year January 1, 2019 through December 31, 2019 – Passed
- \$6,600.00 for the School Board Chair; \$5,700.00 for the School Board Vice Chair; \$4,800.00 for other School Board Members
- B. Approval of School Board Meeting Calendar
- 1) School Board Meeting dates from January 2019 through June 2019 – **MOTION** by L. Crandall, **Seconded** by

A. Seidel to approve the dates provided below – Passed

2019 School Board Meeting Calendar

Date	Time	Meeting Type	Location
January 2019			
Monday, Jan 7, 2019	6:00PM 6:30PM	Annual Organizational Meeting Board Workshop	Administrative Services Center
Monday, Jan 14, 2019	6:00PM to 8:00PM	School Board 's Community Linkage Committee Hosting a "Meet & Greet" Session with the Community	Administrative Services Center
Monday, Jan 28, 2019	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center
February 2019			
Tuesday, Feb 5, 2019	5:00PM	School Board Joint Meeting with the City Eden Prairie City Council	City of Eden Prairie
Monday, Feb 11, 2019	6:00PM	School Board Workshop	Administrative Services Center Administrative Services Center
Monday, Feb 25, 2019	6:00PM	Regular Business Meeting Post Board Meeting Workshop	
March 2019			
Monday, Mar 11, 2019	6:00PM	Board Workshop	Administrative Services Center
Monday, Mar 25, 2019	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center
April 2019			
Monday, Apr 08, 2019	6:00PM	Board Workshop	Administrative Services Center
Monday, Apr 22, 2019	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center
May 2019			
Monday, May 06, 2019	6:00PM	Board Workshop	Administrative Services Center
Monday, May 20, 2019	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center
June 2019			
Monday, Jun 10, 2019	6:00PM	Board Workshop	Administrative Services Center
Monday, Jun 24, 2019	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center

2) School Board Meeting dates after July 1, 2019 to be determined at a future meeting – **MOTION** by H. Link, **Seconded** by L. Crandall to determine the School Board Meeting dates after July 1, 2019 at a future meeting – Passed

C. Appointment of Intermediate District 287 Representative – **MOTION** by L. Crandall, **Seconded** by T. Swartout to appoint *Adam Seidel* as the new School Board Representative to Intermediate District 287 – Passed

7. Board Work

A. Designing Pathways Resolution Authorizing 2019 Referendum – **MOTION** by E. Larabee, **Seconded** by H. Link, that it be resolved that the Eden Prairie School Board of Independent School District No. 272 approves and adopts the RESOLUTION AUTHORIZING THE ISSUANCE OF SCHOOL BUILDING BONDS AND CALLING A SPECIAL ELECTION THEREON as presented – Passed 4-1; Yes: H. Link, T. Swartout, E. Larabee, L. Crandall; No: A. Seidel

1. Holly Link Yes 4. Elaine Larabee Yes
2. Terri Swartout Yes 5. Lauren Crandall Yes
3. Adam Seidel No

B. Resolution for Combined Polling Places for the General Elections for 2020 – **MOTION** by A. Seidel, **Seconded** by H. Link, that it be resolved that the Eden Prairie School Board of Independent School District No. 272 approves and adopts the RESOLUTION DESIGNATING COMBINED POLLING PLACES FOR THE 2020 SCHOOL DISTRICT ELECTION(S) as presented – Passed 5 - 0

1. Holly Link Yes 4. Elaine Larabee Yes
2. Terri Swartout Yes 5. Lauren Crandall Yes
3. Adam Seidel Yes

C. School Board Appointment – **MOTION** by A. Seidel, **Seconded** H. Link to appoint former School Board Member Karla Bratrud to fill-in for Greg Lehman for the remainder of his term, the end of the school year of 2019 – Passed

D. School Board Annual Joint Meeting with the Eden Prairie City Council, Tuesday, February 5, 2019 at 5:00 p.m. at the City Center, Eden Prairie, MN – **MOTION** by L. Crandall, **Seconded** by A. Seidel - Passed

8. **Superintendent Consent Agenda** – **MOTION** by A. Seidel, **Seconded** by H. Link to approve the Superintendent’s Consent Agenda as presented – Passed

A. Annual District Organizational Items

1. Designate District Newspaper

Designate Eden Prairie News, as the official newspaper for calendar year January 1, 2019 through December 31, 2019.

2. Designate District Depository/Financial Institutions

Appoint US Bank, Minnesota School District Liquid Asset Fund Plus, Associated Bank, PMA Financial Network, Wells Fargo Bank, Royal Credit Union, and other financial institutions as deemed necessary, as authorized financial institutions for Independent School District 272 for the calendar year January 1, 2019 through December 31, 2019.

3. Appointment of Money Wire Transfers

Appoint US Bank, Minnesota School District Liquid Asset Fund Plus, Associated Bank, PMA Financial Network, Wells Fargo Bank, Royal Credit Union, and other financial institutions as deemed necessary, as authorized financial institutions for Independent School District 272 for the calendar year January 1, 2019 through December 31, 2019. The Executive Director of Business Services or his/her designee is given the authority to invest surplus funds without prior approval of the School Board within the limitations set by law and district policy and to complete required wire transfers with notification to the School Board by the next meeting or as needed.

4. Authorization for Early Claims Payments

The Superintendent or designee is authorized to pay appropriate claims in advance of School Board authorizations in order to expedite vendor payments and to utilize discount privileges, but that such claims shall be reported to the School Board from January 1, 2019 through December 31, 2019.

5. Designate District Legal Counsel

The School Board authorizes the Superintendent or designee to contact local attorneys or any other attorney licensed in Minnesota, as may from time to time be deemed appropriate, for District legal services on an “as needed” basis during calendar year 2019.

6. Appointment of School District Responsible Authority

Pursuant to the provisions of MN Statutes, Section 13.02, Subdivision 16, as amended, the Superintendent is hereby appointed Responsible Authority for Independent School District 272 for the calendar year January 1, 2019 through December 31, 2019.

7. Appointment of Deputy Clerk and Deputy Treasurer
Appoint the Executive Director of Business Services as Deputy Clerk and Deputy Treasurer of the School Board for Independent School District 272 for the calendar year January 1, 2019 through December 31, 2019.
8. Machine-Signed Signature Authorization
Authorize the use of the facsimile demand deposit signature plate using the names of Elaine Larabee, Chair; Adam Seidel, Clerk; and Holly Link, Treasurer, for the calendar year January 1, 2019 through December 31, 2019.
9. Authorization to Sign Contracts
Authorize the Superintendent or Executive Director of Business Services to execute contracts and purchase orders for goods and services contained within the Board approved budget for Independent School District 272 for the calendar year January 1, 2019 through December 31, 2019.
10. Approval of Local Education Agency (LEA) Representative
Approve the Superintendent or Designee as the Local Education Agency (LEA) Representative for the calendar year January 1, 2019 through December 31, 2019.
11. Designation of Identified Official with Authority for the MDE External User Access Recertification System (IoWA)
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 Superintendent/Director recommends the Board authorize Joshua Loren Swanson to act as the Identified Official with Authority (IoWA), and Brenda Haynes to add and remove names as the IoWA for the Eden Prairie Public School District 272-01 for the calendar year January 1, 2019 through December 31, 2019.

9. **Adjourn – MOTION** by T. Swartout, **Seconded** by A. Seidel to adjourn the January 7, 2019 Organizational Meeting of the School Board of Independent School District 272 at 6:17 p.m. – Passed



Adam Seidel – Board Clerk