

**INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS
OFFICIAL MINUTES OF THE JANUARY 6, 2020
SCHOOL BOARD MEETING**

Annual Organizational Meeting of the Independent School District 272, Eden Prairie Schools, was held on January 6, 2020 in the Administrative Services Center, EDC Meeting Room, 8100 School Road, Eden Prairie, MN 55344.

1. Convene - 6:00 p.m.

Present: Aaron Casper, Debjyoti "DD" Dwivedy, Elaine Larabee, Holly Link, Adam Seidel, Veronica Stoltz, Terri Swartout

Present: Superintendent Josh Swanson

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 272 to the best of my judgment and ability.

4. Agenda Review and Approval: MOTION by A. Seidel, **Seconded** by T. Swartout to approve the agenda for the January 6, 2020 Organizational Meeting of the School Board of Independent School District 272, Eden Prairie Schools.

5. 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, **Seconded** by D. Dwivedy, 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 2020.

B. Election of School Board Vice Chair – E. Larabee asked for nominations for School Board Vice Chair: Adam Seidel was nominated by D. Dwivedy, **Seconded** by H. Link, as vice chair and by acclamation the vote passed. Adam Seidel was elected to Vice Chair of the School Board for Independent School District 272, Eden Prairie, for the calendar year of 2020.

C. Election of School Board Clerk – E. Larabee asked for nominations for School Board Clerk: Debjyoti "DD" Dwivedy was nominated by A. Seidel, **Seconded** by E. Larabee, as clerk and by acclamation the vote passed. Debjyoti "DD" Dwivedy was elected to Clerk of the School Board for Independent School District 272, Eden Prairie, for the calendar year of 2020.

D. Election of School Board Treasurer – E. Larabee asked for nominations for School Board Treasurer: Aaron Casper was nominated by A. Seidel, **Seconded** by H. Link, as treasurer and by acclamation the vote passed. Aaron Casper was elected to Treasurer of the School Board for Independent School District 272, Eden Prairie, for the calendar year of 2020.

6. Annual Organizational Meeting

A. Approval of School Board Compensation – **MOTION** by A. Seidel, **Seconded** by A. Casper to approve no changes in the annual compensation for School Board Members of Independent School District 272, Eden Prairie, for the calendar year January 1, 2020 through December 31, 2020 – Passed Unanimously.

- \$6,600.00 for the School Board Chair;
- \$5,700.00 for the School Board Vice Chair;
- \$4,800.00 for School Board Members

B. Approval of School Board Meeting Calendar

- 1) School Board Meeting dates from January 2020 through June 2020 – **MOTION** by T. Swartout, **Seconded** by V. Stoltz to approve the dates as presented – Passed Unanimously.
- 2) School Board Meeting dates after July 1, 2020 to be determined at a future meeting – **MOTION** by H. Link, **Seconded** by A. Seidel, to determine the School Board Meeting dates after July 1, 2020 at a future meeting – Passed Unanimously.

C. Appointment of Intermediate District 287 Representative – **MOTION** by E. Larabee, **Seconded** by D. Dwivedy to appoint Adam Seidel as the returning School Board Representative to Intermediate District 287 – Passed Unanimously.

7. **Superintendent Consent Agenda:** **MOTION** by A. Seidel, **Seconded** by T. Swartout to approve the Superintendent’s Consent Agenda as presented – Passed Unanimously.

A. Annual District Organizational Items

- 1) *Designate District Newspaper* – Designate Eden Prairie News, as the official newspaper for calendar year January 1, 2020 through December 31, 2020.
- 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, 2020 through December 31, 2020.
- 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, 2020 through December 31, 2020. 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, 2020 through December 31, 2020.
- 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 2020.
- 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, 2020 through December 31, 2020.
- 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, 2020 through December 31, 2020.
- 8) *Machine-Signed Signature Authorization* – Authorize the use of the facsimile demand deposit signature plate using the names of Elaine Larabee, **Chair**; Debjyoti Dwivedy, **Clerk**;

and Aaron Casper, Treasurer, for the calendar year January 1, 2020 through December 31, 2020.

- 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, 2020 through December 31, 2020.
- 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, 2020 through December 31, 2020.
- 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 the MNIT Enterprise Identity and Access Management Standard 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 Board recommends to authorize Superintendent Joshua Swanson to act as the Identified Official with Authority (IOWA) for Independent School District 0272-01 for the calendar year January 1, 2020 through December 31, 2020.

B. Seek Bids

- 1) District-wide Building Automation Upgrades
- 2) Central Middle School (CMS) Referendum Projects
- 3) Eden Prairie High School (EPHS) Media Center Remodel

8. **Adjournment: MOTION** by A. Casper, **Seconded** by A. Seidel to adjourn the January 6, 2020 Organizational Meeting of the School Board of Independent School District 272 at 6:09 p.m. – Passed Unanimously.



Debjyoti Dwivedy – Board Clerk