

St. Louis Park Public Schools
Minutes of the Regular School Board Meeting
Organizational Meeting
Monday, January 11, 2021 – 6:30 p.m.
Online Meeting

The regular meeting of the School Board of Independent School District No. 283 of St. Louis Park, Hennepin County, Minnesota, convened on Monday, January 11, 2021 via online meeting platform. Present were Board Members Karen Waters, Anne Casey, Ken Morrison, Mary Tomback, Laura McClendon, Heather Wilsey, C. Colin Cox, and Superintendent Astein Osei. Superintendent's Cabinet members were also present.

CALL TO ORDER

Board Chair Mary Tomback called the meeting to order at 6:33 p.m.

ELECTION OF SCHOOL BOARD OFFICERS

Election of School Board Chair

A motion was made by Casey, seconded by Waters to nominate Mary Tomback to serve as Board Chair of the St. Louis Park School Board from January 11, 2021 until the January 2022 Organizational School Board Meeting. By means of roll call vote, motion passed 7-0.

Re-elected Board Chair Tomback presided over the following nominations and election of Vice-Chair, Clerk and Treasurer.

Election of School Board Vice Chair

A motion was made by McClendon, seconded by Cox to nominate Anne Casey to serve as Board Vice Chair of the St. Louis Park School Board from January 11, 2021 until the January 2022 Organizational School Board Meeting. By means of roll call vote, motion passed 7-0.

Election of School Board Clerk

A motion was made by Casey, seconded by Tomback to nominate Laura McClendon to serve as Board Clerk of the St. Louis Park School Board from January 11, 2021 until the January 2022 Organizational School Board Meeting. By means of roll call vote, motion passed 7-0.

Election of School Board Treasurer

A motion was made by Morrison, seconded by Tomback to nominate C. Colin Cox to serve as Board Treasurer of the St. Louis Park School Board from January 11, 2021 until the January 2022 Organizational School Board Meeting. By means of roll call vote, motion passed 7-0.

APPROVAL OF AGENDA

A motion was made by Casey, seconded by Waters to approve the agenda, as presented. By means of roll call vote, motion passed 7-0.

Presenter: Board Chair, Mary Tomback

SUPERINTENDENT'S REPORT

Superintendent Osei, acknowledged the effort of the Core Planning Team for the work in the development of the 2020-2025 Strategic Plan for Racial Equity Transformation. The group met six times since late summer/early fall of 2020 and will be seeking community feedback soon. Superintendent Osei also shared dates for upcoming parent and student Listening Sessions and Virtual Kindergarten Information Nights. Finally, he shared that the St. Louis Park Theatre Program presented "Vintage Hitchcock: A Live Radio Play" and congratulated students and staff for providing opportunities for extracurricular activities even in a pandemic.

DISCUSSION ITEMS

Language Arts and Literacy Update

Patrick Duffy, Director of Curriculum and Instruction and Design Team members Callie Hefstad, Evelyn Lashley, Bekah Noble, Nikki Patel, and Kelsey Rohde provided a Language Arts and Literacy update. Dr. Duffy reviewed the curriculum and instruction review and development process and timeline. Design team members presented their racial equity purpose statement and their current work and future work utilizing ELA Data.

Construction Update

Tom Bravo, Facilities Manager provided a construction update. Bravo reviewed the progress of summer 2020 projects including the following: Classroom and kitchen renovations at Susan Lindgren and Peter Hobart, Middle School auditorium and kitchen/ lunchroom, Early Childhood renovation at Central Community Center, High School gym floor replacement, and the High School theatre rigging and stage renovation. Bravo then reviewed the remaining referendum and future planning projects including the following: District Office move to Central Community Center, High School kitchen, media center, classroom and link project, High School music room, and the High School track and turf project. He concluded the update with a review of obstacles for the remaining referendum projects in 2021. The primary obstacle is the budget due to increased labor and materials costs during the pandemic. The District is looking at different solutions to address the obstacles and successfully complete the projects.

Safe Learning Plan Update

Superintendent Osei provided a Safe Learning Plan update. He reviewed the current transition timeline and events for E-5 and secondary students and the plan to begin transitioning secondary students to a less restrictive model. Each Educational Delivery Model Consideration was reviewed for E-5 and secondary including health and safety, staff coverage, student learning, staff preparedness, technology, and school operational readiness.

2021 Pay Equity Report

Richard Kreyer, Director of Human Resources provided a presentation on the District Pay structure and efforts to support the Pay Equity Plan. Kreyer reviewed the comprehensive plan, guiding principles, building blocks, and how the District is implementing the plan with data to support. The School Board was asked to approve the report during the evening's Action Agenda.

Policy Development – Second Reading 601 School District Curriculum and Instruction Goal, 603 Curriculum Development, and 515 Protection and Privacy of Pupil Records

The School Board reviewed policies 601 School District Curriculum and Instruction Goal, 603 Curriculum Development, and 515 Protection and Privacy of Pupil Records as a second reading.

CONSENT AGENDA

A motion was made by Casey, seconded by Morrison to approve the Consent Agenda, as presented. By means of roll call vote, motion passed 7-0. A motion was then made by Cox, seconded by Tomback to approve the Organizational January 2021 Organization of the Board and Resolution designating School District Responsible Authority to be Astein Osei, Superintendent, as follows:

ORGANIZATION OF THE BOARD

For the purposes of organization of the Board, the Board will be asked to authorize and re-designate the following:

1. Official Newspaper of the School District State law requires publication of official Board proceedings and certain legal notices in the “official newspaper of the District.” The Sun Sailor is recommended as the official newspaper of the District.
2. **The Board must designate depositories for legal purposes. Operating Account Depositories It is recommended that the Board re-designate the following bank accounts for the July 1, 2020 through June 30, 2021 (FY21) and July 1, 2021 through June 30, 2022 (FY22):**
 - Associated Bank
 - Citizens Independent Bank
 - Account Matrix Trust Company by Genesis Employee Benefits for VEBA programs
 - Capital One for escrow/purchase lease agreement

Investment Account Depositories

It is recommended that the following banks and savings and loan associations be designated the official depositories for investment:

- Minnesota School District Liquid Asset Fund Plus (MSDLAF+)
- PMA Securities, Inc.
- MN Trust Community Investment
- Citizens Independent Bank of St. Louis Park
- Associated Bank of St. Louis Park

3. Electronic Fund Transfer Authorization

It is recommended that the Director of Business Services and Assistant Director of Finance be

authorized to use electronic processes to transfer funds.

4. Authority to Make Investments

It is recommended that the Superintendent or the Director of Business Services be authorized to make financial investments for Independent School District 283, St. Louis Park, for FY21 and FY22.

5. Authority to Disburse Salaries

It is recommended that the Superintendent or the Director of Business Services be authorized to make disbursements for salaries as provided for individual employment contracts, master employment agreements or School Board resolutions for fiscal years FY21 and FY22.

6. Authority for Early Claim Payments

It is recommended that the Superintendent or Director of Business Services pay appropriate claims in advance of School Board authorizations in order to expedite vendor payments and to utilize discount privileges, and such claims shall be reported to the School Board for FY21 and FY22.

7. Authorization to Purchase

It is recommended that the Superintendent or the Director of Business Services be authorized to lease, purchase, and contract for goods and services within the budget as approved by the Board, provided that any transaction in any amount exceeding the minimum amount of \$175,000 (M.S. 471.345.Subd.3) for which bids are required must first be specifically authorized by the Board and must fulfill all other applicable requirements in Section 123B.52.

8. Deputy-Clerk and Deputy-Treasurer

It is recommended that the Director of Business Services be appointed Deputy Treasurer and the Executive Leadership Partner be appointed Deputy Clerk of Independent School District 283, St. Louis Park, for FY21 and FY22.

9. Check Signatures

It is recommended that any two of the Superintendent, Director of Business Services and the Assistant Director of Finance be authorized to affix mechanical/digital signatures on payroll and accounts payable checks of Independent School District 283 on behalf of the School Board Chairperson, Clerk and Treasurer.

10. Appointment of School Attorneys

It is recommended that the firm Knutson Flynn & Deans, P.A. be designated to provide the District's legal services for 2021-22 and 2022-23 with Steve Knutson serving as primary legal counsel and with Peter Martin serving as primary legal counsel in the area of Special Education.

The School Board also authorizes the services of other legal counsel selected by the Superintendent, as necessary to conduct business and protect the legal interests of the School District.

11. Resolution Appointing School District Responsible Authority

An annual resolution is necessary to meet data privacy reporting requirements as set forth by the State of Minnesota.

***BE IT RESOLVED**, pursuant to the provisions of MN Statutes, Section 13.02 Subdivision 16, Astein Osei, Superintendent is hereby appointed Responsible Authority for St. Louis Park Public Schools, ISD #283.*

***BE IT FURTHER RESOLVED**, Astein Osei, Superintendent of Schools, is hereby authorized to take all actions necessary to assure that all programs, administrative procedures and forms used within St. Louis Park School District #283 are administered in compliance with the provision of Minnesota Statutes Section 13, as amended, and with Rules as lawfully promulgated by the Commissioner of Administration as published in the State Register, by the Office of Revisor of Statutes, State of Minnesota*

UPON ROLL CALL VOTE BEING TAKEN ON THE FOREGOING, MOTION PASSED 7 - 0.

ACTION AGENDA

Approval of the 2021 Pay Equity Report

A motion was made by Morrison, seconded by McClendon to approve the 2021 Pay Equity Report, as presented. By means of roll call vote, the motion passed 7-0.

Approval of Second Reading of Policies 601 School District Curriculum and Instruction Goal, 603 Curriculum Development, and 515 Protection and Privacy of Pupil Records

A motion was made by Cox, seconded by Waters to approve the second reading of policies 601 School District Curriculum and Instruction Goal, 603 Curriculum Development, and 515 Protection and Privacy of Pupil Records, as presented. By means of roll call vote, the motion passed 7-0.

Approval of 2021 School Board Compensation

A motion was made by Waters, seconded by Casey to approve recommended 2021 school board salaries, as follows:

**APPROVED JANUARY 11, 2021
EFFECTIVE JANUARY 11, 2021**

BOARD OF EDUCATION POSITIONS AND ANNUAL SALARIES

The annual stipends are paid over 23 pay dates on the 15th and last days of the month starting January 30th through December 31st

<u>2021 School Board</u>	<u>2021 Stipend</u>
Mary Tomback Chair	\$6,000
Anne Casey Vice Chair	\$5,500
Laura McClendon Clerk	\$5,500
C. Colin Cox Treasurer	\$5,500
Heather Wilsey Director	\$5,000
Ken Morrison Director	\$5,000
Karen Waters Director	\$5,000

Note: Additional meetings that take place **not** on regular school board meeting day are paid at \$55.00 for each meeting. These meetings' attendance will be recorded by the Executive Assistant to the Superintendent/Secretary to the School Board and submitted quarterly.

Chair and Clerk officers change every January at the Organizational meeting. No salary increase is being presented for 2021.

UPON ROLL CALL VOTE BEING TAKEN ON THE FOREGOING, MOTION PASSED 7 - 0.

Approval of 2021-22 School Board Meeting Dates

A motion was made by Casey, seconded by Morrison to approve the School Board meeting dates for the 2021-22 school year, as presented with the notable change of moving to meetings convening on the second and fourth Tuesday of the month. St. Louis Park Public Schools has for many years convened meetings on Mondays. Moving to Tuesdays will allow for increased civic engagement since the City convenes City Council meetings on Mondays. The only other change was to move the Monday, February 23, 2020 meeting, approved during the 2020 Organizational Meeting, to Monday, February 22, 2021. By means of roll call vote, the motion passed 7-0.

Approval of School Board Liaisons Assignments

A motion was made by Morrison, seconded by Cox to approve the recommended 2021 School Board liaison assignments, as presented. By means of roll call vote, the motion passed 7-0.

COMMUNICATIONS AND TRANSMITTALS

ADJOURNMENT

A motion was made by Tomback, seconded by Waters to adjourn. By means of roll call vote, the motion passed 7-0. The meeting adjourned at 9:26 p.m.

Respectfully submitted:

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Laura McClendon, Clerk

Minutes prepared by Flower M. Krutina

Approved:

DocuSigned by:

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Mary Tomback, Chair