

St. Louis Park Public Schools
Minutes of the Regular School Board Meeting
Organizational Meeting
Tuesday, January 11, 2022 – 6:30 p.m.
High School Room C350

The regular meeting of the School Board of Independent School District No. 283 of St. Louis Park, Hennepin County, Minnesota, convened on Tuesday, January 11, 2022 in High School room C350. Present were Board Members Anne Casey, Ken Morrison, Mary Tomback, Heather Wilsey, C. Colin Cox, Abdihakim Ibrahim, and Superintendent Astein Osei.

CALL TO ORDER

Board Chair Mary Tomback called the meeting to order at 6:32 p.m.

LAND ACKNOWLEDGEMENT

CEREMONIAL SWEARING IN OF NEW SCHOOL BOARD MEMBERS

At the November 2, 2021 election, Mary Tomback, Anne Casey, and Abdihakim Ibrahim were elected to a four-year term as School Board members. Director Ken Morrison delivered the ceremonial oath to Tomback, Casey, and Ibrahim.

APPROVAL OF AGENDA

A motion was made by Casey, seconded by Morrison to approve the agenda, as presented. The motion passed 6-0.

DECLARATION OF SCHOOL BOARD VACANCY

On Tuesday, January 4th, Chair Tomback accepted the resignation of Board Member Laura McClendon. Chair Tomback declared the vacancy on the School Board.

ELECTION OF SCHOOL BOARD OFFICERS

Election of School Board Chair

A motion was made by Tomback, seconded by Wilsey to nominate Anne Casey to serve as Board Chair of the St. Louis Park School Board until the January 2023 Organizational School Board Meeting. The motion passed 6-0.

Elected Board Chair Casey presided over the following nominations and election of Vice Chair, Clerk, and Treasurer.

Election of School Board Vice Chair

A motion was made by Casey, seconded by Morrison to nominate Heather Wilsey to serve as Board Vice Chair of the St. Louis Park School Board until the January 2023 Organizational School Board Meeting. The motion passed 6-0.

Election of School Board Clerk

A motion was made by Wilsey, seconded by Tomback to nominate C. Colin Cox to serve as Board Clerk of the St. Louis Park School Board until the January 2023 Organizational School Board Meeting. The motion passed 6-0.

Election of School Board Treasurer

A motion was made by Tomback, seconded by Cox to nominate Ken Morrison to serve as Board Treasurer of the St. Louis Park School Board until the January 2023 Organizational School Board Meeting. The motion passed 6-0.

SUPERINTENDENT'S REPORT

Superintendent Osei remembered Kim Carden, Susan Lindgren Kindergarten Teacher, who passed away on December 23, 2021. Memorial Service details were shared and, in lieu of flowers, donations in Kim's honor are encouraged to the Park Public Schools and Community Foundation slppscf.org. Donations will be used to advance social justice and educational equity throughout the Park school district. Next, Osei shared details of the High School Theater's presentation of These Shining Lives which will be performed on January 14-16. He also shared details of the Virtual Incoming 6th Grade Information Night to be hosted on Thursday, January 20 at 6:30 p.m. Osei's report concluded with a showing of the High School Orchestra's winter concert on January 5.

DISCUSSION ITEMS

Curriculum and Instruction Update - Multilingual Learner Design Team

Patrick Duffy, Director of Curriculum and Instruction and the Multilingual Learner Design Team presented updates on the work of the design team. Design team members include Elizabeth Guzman, Mayumi Huynh, Molly Kukowski, Cory Litzow-Lorentz, and Maurna Rome. The team reviewed why they are doing this work, how it is helping them lead, the purpose of the team, their current work and their future work.

COVID Mitigation Strategies

Flower Krutina, Executive Leadership Partner, and Astein Osei, Superintendent, presented COVID mitigation strategy information. The update included access to COVID tests for both students and staff, vaccination events for individuals ages 5+, OSHA vaccination and testing mandate, CDC quarantine and isolation guidance, transportation changes, student and staff absences, and online learning. Superintendent Osei outlined next steps for the district which include continued implementation of strategies to mitigate the impact of staff absence, continue to monitor staff and student absence and move to online learning if necessary, implement vaccination events in partnership with Hennepin County, and implement updated quarantine period (after MDH releases guidance) to a shortened 5 days.

2022-23 & 2023-24 Calendars

Richard Kreyer, Director of Human Resources presented the drafts of the 2022-23 and 2023-24 school calendars for review by the School Board. The School Board was asked to approve the 2022-23 calendar during the Action Agenda.

CONSENT AGENDA & ORGANIZATION OF THE SCHOOL BOARD

A motion was made by Wilsey, seconded by Cox to approve the Consent Agenda, as presented. The January 2022 Organization of the Board and Resolution designating School District Responsible Authority to be Astein Osei, Superintendent, are 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, 2021 through June 30, 2022 (FY22) and July 1, 2022 through June 30, 2023 (FY23):

- 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 Controller 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 FY22 and FY23.

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 FY22 and FY23.

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 FY22 and FY23.

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 FY22 and FY23.

9. Check Signatures

It is recommended that any two of the Superintendent, Director of Business Services and the Controller 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 during the year 2022 the firms Knutson Flynn & Deans, P.A. and Kennedy & Graven be designated to provide the District's legal counsel. 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 6 - 0.

ACTION AGENDA

2022 School Board Compensation

A motion was made by Morrison, seconded by Wilsey to approve the 2022 School Board compensation, as follows:

**APPROVED JANUARY 11, 2022
EFFECTIVE JANUARY 11, 2022**

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>2022 School Board</u>	<u>2022 Stipend</u>
Anne Casey Chair	\$6,000
Heather Wilsey Vice Chair	\$5,500
C.Colin Cox Clerk	\$5,500
Ken Morrison Treasurer	\$5,500
Mary Tomback Director	\$5,000
Abdihakim Ibrahim Director	\$5,000
<i>Vacant</i> Director	\$5,000

Note: Additional meetings that take place **not** on regular school board meeting days 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, Vice Chair, Treasurer, and Clerk officers change every January at the Organizational meeting. No salary increase is being presented for 2022.

**UPON ROLL CALL VOTE BEING TAKEN ON THE FOREGOING, MOTION
PASSED 6 - 0.**

2022-23 School Board Meeting Dates

A motion was made by Tomback, seconded by Cox to approve the School Board meeting dates for the 2022-23 school year, as presented. Meetings will continue to convene on the second and fourth Tuesday of the month. The motion passed 6-0.

School Board Liaison Assignments

A motion was made by Wilsey, seconded by Morrison to approve the 2022 School Board liaison assignments and committee appointments, as presented. The motion passed 6-0.

2022-23 Calendar

A motion was made by Cox, seconded by Wilsey to approve the 2022-23 school year calendar, as presented. The motion passed 6-0.

Apple Lease Agreement

A motion was made by Casey, seconded by Wilsey to approve the Apple Lease Agreement, as presented. The motion passed 6-0.

Labor Agreement - Clerical/Administrative Assistants of Park Schools (CAPS)

A motion was made by Tomback, seconded by Morrison to approve the labor agreement for CAPS for 2021-23, as presented. The motion passed 6-0.


COMMUNICATIONS AND TRANSMITTALS

ADJOURNMENT

A motion was made by Tomback, seconded by Ibrahim to adjourn. The motion passed 6-0. The meeting adjourned at 8:39 p.m.

Respectfully submitted:

Approved:

DocuSigned by:

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C. Colin Cox, Clerk

DocuSigned by:

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Anne Casey, Chair

Minutes prepared by Flower M. Krutina