

**INDEPENDENT SCHOOL DISTRICT NO. 283**

6311 Wayzata Blvd  
St. Louis Park, Minnesota  
Tuesday, November 14, 2023 6:30 PM  
St. Louis Park District Offices  
6300 Walker Street  
Entrance 22, East Side of Building  
St. Louis Park, Minnesota 55416

***AGENDA***

1. **CALL TO ORDER**
2. **LAND ACKNOWLEDGEMENT**
3. **APPROVAL OF AGENDA**
4. **SUPERINTENDENT'S REPORT**
5. **CANVASSING OF THE NOVEMBER 7, 2023 ELECTION RESULTS** 2
6. **DISCUSSION ITEMS**
  - A. Superintendent search 10
7. **CONSENT AGENDA**
  - A. Minutes G€
8. **ACTION AGENDA**
  - A. Property sale
  - B. Close certain student activity accounts
9. **COMMUNICATIONS AND TRANSMITTALS**
10. **ADJOURNMENT**

**CERTIFICATION OF MINUTES RELATING TO GENERAL ELECTION**

Issuer: Independent School District No. 283 (St. Louis Park), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting, held on November 14, 2023 at 6:30 p.m. at the District offices.

Members present:

Members absent:

Documents attached:

Minutes of said meeting (including):

**RESOLUTION RELATING TO CANVASSING RETURNS  
OF SCHOOL DISTRICT GENERAL ELECTION**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer this 14<sup>th</sup> day of November, 2023.

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Heather Wilsey - School District Clerk

Member \_\_\_\_\_ introduced the following resolution and moved its adoption, which motion was seconded by Member \_\_\_\_\_:

**RESOLUTION RELATING TO CANVASSING RETURNS  
OF SCHOOL DISTRICT GENERAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 283 (St. Louis Park), Minnesota (the School District) as follows:

1. It is hereby found, determined and declared that the general election in and for the School District on November 7, 2023, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, a total of 8970 voters of the School District voted at said general election on the election of four (4) school board members for four (4) year term vacancies on the board caused by expiration of terms on the first Monday in January next following the general election as follows:

C. Colin Cox	4282	Taylor Williams	4022
Virginia Mancini	5328	_____	_____
Saul Eugene	3998	_____	_____
Celia Anderson	4560	_____	_____

3. Virginia Mancini, Celia Anderson, C. Colin Cox and Taylor Williams having received the highest number of votes in the general election, are elected to four year terms beginning on the first Monday in January 2024.

4. The clerk is hereby directed to certify the results of the election to the county auditor of each county in which the school district is located in whole or in part.

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted and was signed by the Chairperson and attested by the Clerk.

\_\_\_\_\_  
C. Colin Cox - Vice Chair

Attest: \_\_\_\_\_  
Heather Wilsey - School District Clerk

**CLERK'S CERTIFICATE AS TO ABSTRACT AND RETURN OF VOTES CAST**

STATE OF MINNESOTA    )  
  ) SS.  
COUNTY OF HENNEPIN  )

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 283 (St. Louis Park), Minnesota, do hereby certify that I have carefully compared the attached copy of the Abstract and Return of Votes Cast of the general election held on November 7, 2023, with the original thereof on file and of record in my office and the same is a full, true and complete copy thereof.

WITNESS MY HAND officially as Clerk of said School District this 14th day of  
November, 2023.

\_\_\_\_\_  
Heather Wilsey - School District Clerk

Abstract of Votes Cast  
Independent School District No. 283 (ST. LOUIS PARK)  
State of Minnesota  
at the Municipal and School District General  
Held Tuesday, November 7, 2023

Compiled from the Official Returns.

Summary of Totals  
Independent School District No. 283 (ST. LOUIS PARK)  
Tuesday, November 7, 2023 Municipal and School District General

Number of persons registered as of 7 a.m.	38623
Number of persons registered on Election Day	335
Number of accepted regular, military, and overseas absentee ballots and mail ballots	1817
Number of federal office only absentee ballots	0
Number of presidential absentee ballots	0
Total number of persons voting	8970

Summary of Totals  
Independent School District No. 283 (ST. LOUIS PARK)  
Tuesday, November 7, 2023 Municipal and School District General

**KEY TO PARTY ABBREVIATIONS**

NP - Nonpartisan

School Board Member (ISD #283) (Elect 4)

NP  
C. Colin Cox  
4282

NP  
Virginia Mancini  
5328

NP  
Saul Eugene  
3998

NP  
Celia Anderson  
4560

NP  
Taylor Williams  
4022

WI  
WRITE-IN  
247

Detail of Election Results  
 Independent School District No. 283 (ST. LOUIS PARK)  
 Tuesday, November 7, 2023 Municipal and School District General

<b>Precinct</b>	<b>Persons Registered as of 7 A.M.</b>	<b>Persons Registered on Election Day</b>	<b>Total Number of Persons Voting</b>
27 0875 : EDINA P-06	2827	9	483
27 1115 : HOPKINS P-02	1523	8	286
27 2140 : MINNETONKA W-2 P-E	1827	15	268
27 2790 : ST LOUIS PARK W-1 P-01	2601	28	1015
27 2795 : ST LOUIS PARK W-1 P-02	3050	27	784
27 2800 : ST LOUIS PARK W-1 P-03	2335	22	444
27 2810 : ST LOUIS PARK W-2 P-04	3450	34	789
27 2815 : ST LOUIS PARK W-2 P-05	2517	12	759
27 2820 : ST LOUIS PARK W-2 P-06	2851	35	619
27 2830 : ST LOUIS PARK W-3 P-07	2715	21	669
27 2835 : ST LOUIS PARK W-3 P-08	2485	48	566
27 2840 : ST LOUIS PARK W-3 P-09	2323	27	570
27 2850 : ST LOUIS PARK W-4 P-10	2444	19	340
27 2855 : ST LOUIS PARK W-4 P-11	2648	20	674
27 2860 : ST LOUIS PARK W-4 P-12	3027	10	704
Independent School District No. 283 (ST. LOUIS PARK) Total:	38623	335	8970

Detail of Election Results  
 Independent School District No. 283 (ST. LOUIS PARK)  
 Tuesday, November 7, 2023 Municipal and School District General

Office Title: School Board Member (ISD #283) (Elect 4)

Precinct	NP C. Colin Cox	NP Virginia Mancini	NP Saul Eugene	NP Celia Anderson	NP Taylor Williams
27 0875 : EDINA P-06	1	0	1	1	1
27 1115 : HOPKINS P-02	8	9	6	4	7
27 2140 : MINNETONKA W-2 P-E	0	0	0	0	0
27 2790 : ST LOUIS PARK W-1 P-01	490	635	438	519	455
27 2795 : ST LOUIS PARK W-1 P-02	415	532	403	467	398
27 2800 : ST LOUIS PARK W-1 P-03	216	287	223	252	214
27 2810 : ST LOUIS PARK W-2 P-04	477	589	400	500	435
27 2815 : ST LOUIS PARK W-2 P-05	459	580	405	486	414
27 2820 : ST LOUIS PARK W-2 P-06	362	407	325	338	306
27 2830 : ST LOUIS PARK W-3 P-07	378	470	370	425	377
27 2835 : ST LOUIS PARK W-3 P-08	304	383	292	329	296
27 2840 : ST LOUIS PARK W-3 P-09	306	378	310	330	301
27 2850 : ST LOUIS PARK W-4 P-10	174	221	185	212	181
27 2855 : ST LOUIS PARK W-4 P-11	385	466	364	382	373
27 2860 : ST LOUIS PARK W-4 P-12	307	371	276	315	264
Total:	<b>4282</b>	<b>5328</b>	<b>3998</b>	<b>4560</b>	<b>4022</b>

Precinct	WI WRITE-IN
27 0875 : EDINA P-06	0
27 1115 : HOPKINS P-02	0
27 2140 : MINNETONKA W-2 P-E	0
27 2790 : ST LOUIS PARK W-1 P-01	46
27 2795 : ST LOUIS PARK W-1 P-02	28
27 2800 : ST LOUIS PARK W-1 P-03	15



Detail of Election Results  
Independent School District No. 283 (ST. LOUIS PARK)  
Tuesday, November 7, 2023 Municipal and School District General

Office Title: School Board Member (ISD #283) (Elect 4)

<b>Precinct</b>	<b>WI</b>
	<b>WRITE-IN</b>
27 2810 : ST LOUIS PARK W-2 P-04	11
27 2815 : ST LOUIS PARK W-2 P-05	23
27 2820 : ST LOUIS PARK W-2 P-06	12
27 2830 : ST LOUIS PARK W-3 P-07	16
27 2835 : ST LOUIS PARK W-3 P-08	11
27 2840 : ST LOUIS PARK W-3 P-09	25
27 2850 : ST LOUIS PARK W-4 P-10	3
27 2855 : ST LOUIS PARK W-4 P-11	37
27 2860 : ST LOUIS PARK W-4 P-12	20
<b>Total:</b>	<b>247</b>

**INDEPENDENT SCHOOL DISTRICT 283**

**SECTION/FILE** 302 **DATE OF ADOPTION** 7/23/1978  
**REVISED** 4/9/2007; 9/22/08; 5/14/108

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**TITLE** Superintendent

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**I. PURPOSE**

The purpose of this policy is to recognize the importance of the role of the superintendent and the overall responsibility of that position within the school district.

**II. GENERAL STATEMENT OF POLICY**

The school board shall employ a superintendent who shall serve as an ex officio, nonvoting member of the school board and as chief executive officer of the school system.

**III. GENERAL RESPONSIBILITIES**

- A. The superintendent is responsible for the management of the schools, the administration of all school district policies, and is directly accountable to the school board.
- B. The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.
- C. Where responsibilities are not specifically prescribed, nor school board policy, law, or contract applicable, the superintendent shall use personal and professional judgment, subject to review by the school board.

*Legal References:* Minn. Stat. § 123B.143 (Superintendent)

*Cross References:* MSBA/MASA Model Policy 304 (Superintendent Contract, Duties, and Evaluation)  
MSBA Service Manual, Chapter 3, Superintendent of Schools

## INDEPENDENT SCHOOL DISTRICT 283

SECTION/FILE 302.1 DATE OF ADOPTION 9/26/05  
REVISION 9/22/08; 3/14/08

TITLE Superintendent / School Board Working Relationship

- I. The major elements necessary to establish a positive school board – superintendent relationship include:
1. A clear understanding of the difference between policy decisions and administrative decisions.
  2. A description of the administrative position listing the major duties and responsibilities of the superintendent of schools.
  3. Clearly established goals for the school district and the superintendent with appropriate timelines for completion.
  4. A plan for achieving the priorities of the position after an opportunity for mutual discussion between the school board and the superintendent.
  5. A plan for review and appraisal of the superintendent's performance.
  6. A plan for improvement, if necessary, depending upon the review and appraisal results.
  7. A contract determining the terms and conditions of the employment relationship between the superintendent and the school board to include such matters as salary, fringe benefits, leaves of absence, expense reimbursement and other items agreed upon.

A positive school board-superintendent relationship is essential to the effective management of the public school district. The foundation of that relationship is a clear, written understanding by the superintendent of the superintendent's position and the expectations of the school board. The position description shall be specific in delineating responsibilities and authority. The expectations of the board for the superintendent shall be set forth in an annual prioritized list of goals.

### II. School Board Roles and Responsibilities

In working together and utilizing the written position description and previously established performance goals, the school board as a whole shall:

1. Hold the superintendent responsible for the administration of the school district.
2. Give the superintendent authority commensurate with the position's responsibility to carry out school board adopted goals and policies in addition to administration rules and regulations necessary to implement school board direction.
3. Appoint employees after recommendation of the superintendent.
4. Participate in school board action after the superintendent has furnished adequate information supporting the superintendent's recommendation.
5. Expect the superintendent to keep the school board adequately informed at all times through oral and/or written reports.
6. Provide the superintendent counsel and advice.
7. Refer all constituent complaints to the superintendent who will discuss them with the proper administrative officer.
8. Present personal criticisms of employees to the superintendent.
9. Provide support for the professional growth of the superintendent.
10. Provide the school district with professional administrative personnel.

11. Devote appropriate time to the ongoing development and review of educational policies.
12. Recognize that the authority for school district governance rests with the school board operating in legally called meetings. It does not rest with individual members of the board except as may be specifically authorized by law.

### III. Superintendent Roles and Responsibilities

The superintendent, in a relationship with the school board and the school district, utilizing the written position description and previously established goals, shall:

1. Give full, faithful and diligent attention to all administrative duties.
2. Discharge all responsibilities concerning staff, students, parents and school district constituents in a professional manner.
3. Have as a highest priority in the school district students and their educational program.
4. Keep the school board fully informed on all school district affairs so that the board will have the benefit of the superintendent's professional recommendations.
5. Prepare and recommend such board policies, district rules and regulations as may be necessary for the district's administration.
6. Keep the school board informed of current developments in school law including state and federal statutes, rules and court decisions.
7. Keep the school board informed of legislative activity.
8. Be the educational leader for the district.
9. Provide community leadership through reasonable participation in community activities.
10. Communicate the educational program and needs of the school district to the community it serves.
11. Ensure that the business transactions and financial affairs of the school district are in compliance with state laws and accounting practices.
12. Recognize that the overall authority for school district operation rests with the school board operating in legally called meetings and does not rest with individual members of the board except as may be specifically authorized by law.

Adapted from:

MSBA Policy 209 Code of Ethics

MSBA Service Manual chapter 3, section C (MSBA/MASA document)

# MSBA Workshop: Hiring the Right Superintendent

One of the most important decisions a school board will ever make is to choose a new superintendent. As part of MSBA's commitment to board leadership, we offer a **Hiring the Right Superintendent** workshop to help school boards learn about the process for conducting a successful superintendent search. Workshop topics include:

- Whether to use a consultant
- How to work with a consultant
- Setting a timeline
- Developing qualifications and selection criteria
- Involving stakeholders and the media
- Dealing with internal candidates
- Legal pitfalls
- Interviewing Do's and Don'ts
- Deliberating in public
- Q & A re: superintendent search options and best practices

Each board member receives a booklet with sample vacancy announcement, application form, interview questions, reference check form, and other material board members can adapt for their district's specific needs.

The foundational knowledge this workshop provides helps school boards feel confident in the board's decision-making process regarding the superintendent search, as well as fully prepared to take their next steps. Cost is \$1,395 in-district (\$1,095 virtual) and includes all time and materials. This workshop is available only to MSBA members.

For more information please contact Barb Dorn, Director of Leadership Development and Executive Search, at 507-508-5501 (cell), or [bdorn@mnmsba.org](mailto:bdorn@mnmsba.org).



# SUMMARY OF SEARCH SERVICES

For every superintendent search, MSBA commits to thorough and transparent services as outlined below.

## The MSBA Search Team will:

- Conduct an initial planning meeting with the school board to establish the search timeline, discuss hiring criteria and stakeholder involvement, identify the district's position in the marketplace, determine advertising venues, and finalize all processes and procedures for conducting the search.
- Collect stakeholder input through an online qualifications and quantitative data survey (in multiple languages as requested by the district). Results will be summarized for the school board by MSBA.
- Conduct focus groups and/or listening sessions with a cross-section of district stakeholders as requested by the district. Results will be summarized for the school board by MSBA.
- Host an online informational **Q&A with MSBA** session for staff and community members regarding the superintendent search process, and provide the recording for placement on the district's website.
- Develop a two-sided color vacancy announcement and post on statewide job sites, in Revelus through the national NASS network, and on national job sites.
- Directly contact Superintendents, Assistant/Associate Superintendents, Cabinet Members, Principals, and Assistant Principals across the state to inform them of the vacancy and application procedures.
- Directly contact potential candidates outside the state of Minnesota to recruit and inform them of the vacancy and application procedures.
- Develop all application procedures, handle applicants' calls and correspondence, collect and review applicants' files, and receive applicants' credentials.
- Screen the applicant pool against the school board's established hiring criteria and leadership profile.
- Conduct preliminary verification of references and pre-interviews and vetting of applicants who best meet the school board's hiring criteria as determined by MSBA's screening team.
- Conduct a meeting with the school board for purposes of interview training, developing interview questions, and clarifying interview schedules.
- Conduct a meeting with the school board for purposes of presenting candidate recommendations so the school board can select finalists for interviews, and clarifying remaining steps of the search process.
- Coordinate with finalists and be present during the first and second rounds of interviews.
- Prepare a news release for the district to send to the media, school district staff, and community that includes the names of the finalists who will be interviewed.
- Facilitate Audience Input Forums in conjunction with the second round of interviews, if requested.
- Prepare a news release for the district to send to the media, school district staff, and community introducing the new superintendent.
- Assist in developing a transition plan for the new superintendent, if requested.
- Visit the new superintendent during their first year of employment.
- Facilitate a Transition Workshop to develop goals and/or expectations for the school board and superintendent within six months after the new superintendent begins work in the school district.





## **Position Description**

### **Careers at Saint Louis Park Public Schools**

We are an exciting academically focused urban District serving all students from diverse backgrounds. SLP is a vibrant growing organization and a leading employer in the area. Are you up for a challenge to impact the future? Would you like to join a team of the best, the brightest and most caring people to find bold new ways to serve approximately 5000 students and their families? You'll find opportunities to grow and develop as we work together to learn together to create the environment that creates learning for staff and the students we serve. Are you ready? It's time to do your life's best work with us.

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**Title:** Superintendent of Schools

**Department:** Superintendent Office

**Group:** Superintendent

**Reports to:** Board of Education

**DBM Classification:** F-10-2.

**Prepared Date:** February 2017

### **SUMMARY OF RESPONSIBILITIES**

The Superintendent shall be the Chief Executive Officer (CEO) of the District. The Superintendent is responsible for the effective operation of the District; general administration of all instructional, business or other operations of the District; and for advising and making recommendations to the Board of Education with respect to such activities. She/he shall perform all the duties and accept all of the responsibilities usually required of a Superintendent as prescribed by the Education Laws of Minnesota, the rules and regulations of the Board of Education, laws and regulations of the United States, statutes of Minnesota, and the policies, rules, and regulations established by the Board of Education.

### **DUTIES AND RESPONSIBILITIES**

- Keep the Board informed of the condition of the District's educational system; assure effective communication between the Board and the staff of the school system. Relay all communications by the Board regarding personnel to District employees and receive from all school personnel any communications directed to the Board.
- Prepare the agenda for Board meetings, in consultation with the Board. Prepare and submit recommendations to the Board relative to all matters requiring board action, placing before the Board such necessary and helpful facts, information, and reports as are needed to insure the making of informed decisions.
- Submit to the Board a clear and detailed explanation of any proposed procedure that would involve either departure from established policy or the expenditure of substantial sums.
- Develop and recommend to the Board objectives of the educational system; see to the development of internal objectives which support those of the Board.

- Develop and recommend to the Board long-range plans consistent with population trends, cultural needs, and the appropriate use of District facilities, and see to the development of long-range plans which are consistent with Board objectives.
- See to the development of specific administrative procedures and programs to implement the intent established by Board policies, directives and formal actions.
- See to the execution of all decisions of the Board.
- See that sound plans of organization, educational programs and services are developed and maintained for the Board.
- Maintain adequate records for the schools, including a system of financial accounts, business and property records, personnel records, school population and scholastic records. Act as custodian of such records and all contracts, securities, documents, title papers, books of records, and other papers belonging to the Board.
- Be directly responsible for news releases and/or other items of public interest emanating from all District employees that pertain to education matters, policies, procedures, school related incidents or events. Approve media interviews of this nature with District employees.
- Provide for the optimum use of the staff of the District. See that the District is staffed with competent people who are delegated authority commensurate with their responsibilities. Define the duties of all personnel.
- See that appropriate in-service training is conducted. Ensure that employees of the District to attend such regular and occasional meetings as are necessary to carry out the educational programs of the District.
- Recommend the appointment, discipline or termination of employment of the administrators, teaching staff and all other employees of the District.
- Ensure the development throughout the District of high standards of performance in educational achievement, use and development of personnel, public responsibility, and operating efficiency.
- Ensure the effective relations with employee organizations are maintained, assume ultimate responsibility for collective negotiations with employees of the District
- Ensure the development, authorization, and the maintenance of an appropriate budgetary procedure is properly administered. Prepare the annual proposed budget and submit it to the Board by July 1 or at such earlier date as is necessary to provide an adequate opportunity for the Board's discussion and deliberation.
- See that all funds, physical assets, and other property of the District are appropriately safeguarded and administered.
- File, or cause to be filed, all reports, requests and appropriations as required by various governing bodies and/or Board policies.
- Establish and maintain liaison with community groups which are interested or involved in the educational programs of the District.



- Establish and maintain liaison with other school districts, the State Education Department, colleges and universities, and the U.S. Department of Education and other appropriate organizations.
- Act on own discretion in cases where action is necessary on any matter not covered by Board policy or directive. Report such action to the Board as soon as practicable and recommend policy in order to provide guidance in the future.

#### **KNOWLEDGE, SKILLS & ABILITIES**

- Knowledge of school finance.
- Operations, functions and administrative aspects of the district.
- Organizational theory and development.
- School Board governance principles, practices and requirements.
- Leadership and management theory.
- Learning processes, models, theories, and educational technologies, trends and best practices.
- Measurement and assessment principles, concepts, methods and techniques.
- Relevant laws, rules, guidelines and requirements impacting educational programs, services, funding and school finance.
- Human relation and team building skills.
- Defining, reasoning and problem solving skills.
- Oral and written communications.
- Public relations skills.
- Curriculum and instruction planning and implementation including data analysis and research skills used in the assessment and evaluation of educational programming.
- School and school District administration.
- Supervising, motivating, delegating authority, mentoring and monitoring administrators and directors in the conduct of their organizational responsibilities
- Developing and presenting complex and diverse issues, proposals and concepts in an understandable manner.
- Planning, directing and implementing educational and instructional programs.
- Conducting public relation activities both inside and outside of the organization.
- Administering, and overseeing the planning, monitoring and budgeting for educational and administrative programs/needs.

## **SUPERVISORY/RELATIONSHIPS RESPONSIBILITIES**

The superintendent observes and conducts the following relationships:

### **Board of Education**

- As chief executive officer, be accountable to the Board of Education, as a Board, for the administration of the educational system and for the interpretation and fulfillment of the aforesaid functions, primary activities and responsibilities.
- Attend, or have a representative attend, all meetings of the Board.
- Represent the District as the chief executive officer in dealings with other school systems, professional organizations, business firms, agencies of government and the general public.
- Report directly to the Board of Education, as a Board, and as required to all appropriate governmental agencies.
- Act as reference agent for problems brought to the Board.
- Work with the Board of Education to develop appropriate programs and policies, upon either the recommendation of the superintendent or the initiative of the Board of Education.

### **Administrators**

- Directly oversee the work of other central office personnel.
- Hold regular meetings with Building Principals, Coordinators/Directors and all other administrators to discuss progress and educational problems facing the District.
- Direct the operations and activities of administrators; see that they effectively guide and coordinate the operations and activities of the educational system; secure their assistance in formulating internal objectives, plans and programs; evaluate their job performance; and stand ready at all times to render them advice and support.
- Approve the vacation schedules for administrators; and be personally responsible for all evaluations of administrators.

### **Others**

- Work with other Board employees and advisors, including auditors, architects, attorneys, consultants and contractors.
- Hold such meetings with teachers and other employees as is necessary for the discussion of matters concerning the improvements and welfare of the schools. Represent the District in collective negotiations with recognized or certified employee organizations.
- Attend, or delegate a representative to attend, all meetings of municipal agencies or governmental bodies at which matters pertaining to the public schools appear on the agenda.

- Represent the District before the public, and maintain, through cooperative leadership, both within and without the District, such a program of public relations as may keep the public informed as to the activities, needs and successes of the District.
- Receive all complaints, comments, concerns and criticisms regarding the operation of the District from the public, employees of the District, students and Board members.

**PHYSICAL DEMANDS**

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel; talk; and hear. The employee is occasionally required to stand; walk; reach with hands and arms; and lift and/or move up to 10 pounds. Specific vision abilities required by this job include close and the ability to adjust focus.

**WORK ENVIRONMENT**

- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually quiet.

**EDUCATION and/or EXPERIENCE**

- Requires Bachelor’s degree in education.
- Master’s degree in education.
- Minimum of eight years supervisory and educational leadership experience.

**CERTIFICATES, LICENSES, REGISTRATIONS**

- A School Superintendent’s license or credential

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**Diversity creates a healthier atmosphere**

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, protected veteran status, disability status, sexual orientation, gender identity or expression, marital status, genetic information, or any other protected characteristics.

# INDEPENDENT SCHOOL DISTRICT NO. 283

## October 24 2023, at 6:30 PM Regular Board Meeting MINUTES

The regular meeting of the School Board of Independent School District No. 283 of St. Louis Park, Hennepin County, Minnesota, convened at 6:30 p.m. on Tuesday, October 24, 2023, in the Central Community Center - District Office, 6300 Walker Street, Room 55, St. Louis Park, MN 55416. Present: Colin Cox, Anne Casey, Virginia Mancini, Sarah Davis, Heather Wilsey, Ken Morrison, Abdihakim Ibrahim and Interim Superintendent Kate Maguire. Also present were members of the Superintendent's Cabinet.

### CALL TO ORDER

Board Chair Anne Casey called the regular meeting to order at 6:30 p.m. at the Central Community Center - District Office.

### LAND ACKNOWLEDGEMENT

Board Chair Casey recited the Land Acknowledgement "We are gathered on the land of the Dakota and Ojibwe peoples. I ask you to join me in acknowledging the Dakota and Ojibwe community, their elders, both past and present, as well as future generations. St. Louis Park Public Schools also acknowledges that it was founded upon exclusions and erasures of many Indigenous Peoples, including those on whose land this school district is located. This acknowledgment demonstrates a commitment to dismantling the ongoing legacies of colonial power and the district's desire to support the ongoing work of local Indigenous communities to thrive in our schools."

### APPROVAL OF AGENDA

The regular board meeting agenda was presented for approval. *Motion by Cox, seconded by Morrison, to approve the meeting agenda. All in favor. Motion carried unanimously.*

### OPEN FORUM

There were three open forum participants.

### SUPERINTENDENT REPORT

Interim Superintendent Kate Maguire expressed how deeply grateful she is for the opportunity to serve students in St. Louis Park Public Schools in the interim position for the school year. She also conveyed her gratitude to the many staff members who have made her feel welcome. The Superintendent also noted that supporting students, staff and families is a high priority at this time because of the impact of the conflict in the middle east.

### DISCUSSION ITEMS

### CONSENT AGENDA

At the recommendation of Board Chair Casey, *Motion by Morrison, seconded by Wilsey, to approve the Consent Agenda as presented. All in favor. Motion carried unanimously.*

### ACTION AGENDA

At the recommendation of Board Chair Casey, *Motion by Ibrahim, seconded by Mancini, to approve the Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) requirement of annual designation of an Identified*

*Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system as presented. The person designated is Interim Superintendent Kate Maguire. All in favor. Motion carried unanimously.*

*At the recommendation of Board Chair Casey, Motion by Davis, seconded by Morrison, to approve the new November 2023 board meeting dates of November 14 and November 28. The November meeting dates were changed to better facilitate the canvassing of election results within the allowable time frame. All in favor. Motion carried unanimously.*

**COMMUNICATION AND TRANSMITTALS**

**ADJOURNMENT**

*Motion was heard and seconded to adjourn the meeting. Meeting adjourned at 7:04 p.m.*

The next regular meeting will be held on November 14, 2023 at 6:30 PM in the Central Community Center - District Office, Room 55.

Submitted by  
Barb Mumm,  
Temporary Executive Assistant to the Board

Signed: Chair \_\_\_\_\_ Clerk \_\_\_\_\_  
Date \_\_\_\_\_ Date \_\_\_\_\_













