

August 24, 2020

5:00 Call to Order

Consent agenda - Approval of Minutes, Adoption of Agenda

Motion to approve: Ann, Cole

Paul, Liz, Chris, Chris Grap, Becca, Joanna, Bonnie, Buck

Election of Officers- Steve Mollick, Governance Committee

Candidate Slate

President - Bonnie Meyer

Vice President - Joanna Jenniges, Steve Mollick, Paul Johnson

Motion to elect three vice presidents (of highest seniority) by Liz McAllister; seconded by Buck Campbell

Cassie, Paul Johnson, Liz, Ann, Chris Mortika, Chris Grap, Becca Johannsen, Jenniges, Bonnie, Buck

Campbell, Steve Mollick

Secretary - Cassie Cole

Treasurer - Ann LaCourse

Yearly Designations- Board President

1. Board Meeting Schedule 2020-2021

-Day of Month, Start Time, Location

2. Designation of Depositories – Choice Bank, US Bank

3. Confirm / appoint members of the board of directors of MSSPA ABC Building Company

o Ed Wilms, President

o Tim Gagnon, Vice President

o Bud Blanchette, Secretary

Linda is stepping down and Wilms will become ABC president.

5. MDE Designations

o Designate MDE Identified Official With Authority (IOWA)

Designation of Identified Official with Authority for the MDE External User Access Recertification System

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 Board recommends the Board authorize the following:

- o Identified Official with Authority for PiM Arts High School- **Matt McFarlane**
- o Title Grant programs Authorized Representative- **Cassy Schauwitzer**
- o Special Education Director- **Jen Heieie**

6. Authorized signers at banks

- o Board Chair _____
- o Board Treasurer _____
- o Executive Director _____
- o Business Manager _____

7. Delegation of Authority to Make Electronic Funds Transfers

Board Chair, Board Treasurer, Executive Director, or Financial Manager

8. Granting of Administrative Authority: Finance Managers at BerganKDV, Dustin Reeves and Judith Darling are granted Administrative authority to execute and update any and all Cash Management Agreements with US Bank and Choice Bank and to further grant authority to certain BerganKDV employees to perform activities necessary to carry out bank account-related functions and electronic transfers including, but not limited to:

- o Payment of: employee payroll; federal, state, and unemployment taxes (deductions and/or benefits); and other payroll related deductions and benefits (when appropriate)
- o Payment of contributions to the Teachers Retirement Associations (TRA) and to the Public Employee Retirement Association (PERA) for deductions and benefits.
- o Payments, including, but not limited to: building lease payments, credit card payments, and other vendor payments (when appropriate).
- o Other payments authorized by the board of directors
- o Monitoring, reconciliation, and management of bank transactional activity

- o Transfer of funds between the school's bank accounts at Choice Bank
 - o Investment of excess funds
 - o Execution and release of pledge agreements
 - o Temporary and permanent ACH Limit changes
 - o Management of Positive Pay system
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9. Credit Card Authorization –Employees authorized to have school issued credit cards and credit limits- Executive Director

10. Designation of Official Newspaper (required for posting of public notices)

-The Star Tribune

Used to be EP News, Star Trib makes sense as designated newspaper since we draw from a large number of districts around the metro.

11. Approval of Daily hours of pay

-Substitute Teachers - \$120/day

-Substitute Paraprofessionals - \$100/day

-Substitute Other positions as needed

-Certified staff- Hourly Work Approval - \$18/hr

-Non-Certified Staff Hourly Work based on Work Agreement\$-16.50/hr

-Enrichment Class and Activities (Extended contracts) As negotiated

Question was raised: What is the comparison of our pay to neighboring schools/districts?

Answer: Comparable pay has not been done recently but can easily be done.

Chris Mortika motions to approve all yearly designations, Ann LaCourse seconded. Paul, Bonnie, Liz, Steve, Chris Grap, Rebecca, Joanna.

The Executive Director has discretion to adjust these rates should the need occur.

Adjourn

Liz motions, Paul Johnson seconded.