

August 23, 2022

5:00 Call to Order
Approval of Minutes
Adoption of Agenda
Public Comment

Board Composition - Steve Mollick, Governance Committee

Seat new members- Buck Campbell, Cassie Cole, Libby Stennes, Danielle Ricci, James Petry, Pamela Balabuszko-Reay

Election of Officers

Candidate Slate

President	Buck Campbell
Vice-President	Mandy Stringer, Paul Johnson,
Secretary	Cassie Cole
Treasurer	Mike Rice

Yearly Designations- Board President

1. Board Meeting Schedule 2022-2023

-Day of Month, Start Time, Location

Meeting is always the last Tuesday of each month (with some exception) at 5:00pm.

Motion to approve Rice, seconded by Petry

2. Designation of Depositories – Choice Bank, US Bank

Motion Petry, seconded by Rice

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

- o Ed Wilms, President
- o Bill Rodgers, Vice President
- o Bonnie Meyer, Secretary

Motion Stringer, Seconded by Petry.

4. 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**

Motion Petry, Seconded by Rice

5. Authorized signers at banks

- o Board Chair - Buck Campbell
- o Board Treasurer - Mike Rice
- o Executive Director - Matt McFarlane
- o Business Manager - Logan Bitz

Motion Petry, Seconded Stennes

6. Delegation of Authority to Make Electronic Funds Transfers

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

Motion Stringer, Seconded Petry

7. 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

Motion Rice, Seconded B-Reay

8. Credit Card Authorization –Employees authorized to have school issued credit cards and credit limits- Executive Director

Motion Rice, Seconded Petry

9. Designation of Official Newspaper (required for posting of public notices)
-The Star Tribune

Motion Rice, Seconded Petry

10. Approval of Daily hours of pay

- Substitute Teachers - \$135/day
- Substitute Paraprofessionals - \$120/day
- Substitute Other positions as needed
- Certified staff- Hourly Work Approval - \$25/hr
- Non-Certified Staff Hourly Work based on Work Agreement\$-20/hr
- Enrichment Class and Activities (Extended contracts) As negotiated

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

Not a huge difference between Sub Para and Sub pay. Could bump sub pay to \$150.
Motion Rice, Seconded Petry.

12. Approve amended UST Charter Contract

No significant changes. Motion Petry, Seconded Stringer

13. Approve Policy: [Approve amended Policy 505 - Admissions](#)

Previous policy required a waiting list if programs were full. New policy is suggesting running a lottery system if programs are full by 2nd week of January. Preference still given to siblings of students already enrolled or to students of staff. Motion Petry, Seconded B-Reay

14. Approve Bylaw updates

MDE wants Bylaw 2.5 to be struck. No action to be taken without a meeting.
Committee meetings must be seen and heard.
Motion Johnson, Seconded by Petry

Adjourn