

September 26th, 2023

5:00 Call to Order

Present: *Natasha Pasch, Danielle Ricci, James Petry, Areba Bennett, Maddy Stringer, Paul Johnson, Pamela Balabuszko-Reay, Mike Rice, Libretta Stennes*

Absent: *Kvale, Aaron*

Consent Agenda:

Approval of Minutes

Adoption of Agenda

Public Comment

Motion to approve Stringer, seconded Petry

Motion to approve slate Johnson, seconded Petry

Affirmative votes: Pasch, Ricci, Petry, Bennett, Stringer, Johnson

Abstentions: Kvale

Yearly Designations- Board President

1. Board Meeting Schedule 2023-2024

-Day of Month, Start Time, Location

Motion to approve Johnson, seconded Bennett

Affirmative: Pasch, Ricci, Petry, Kvale, Bennett, Stringer, Johnson

2. Designation of Depositories – Choice Bank, US Bank

Motion to approve Petry, seconded Pasch

Affirmative: Pasch, Ricci, Petry, Kvale, Bennett, Stringer, Johnson

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 to approve Petry, seconded Ricci

Affirmative: Pasch, Ricci, Petry, Kvale, Bennett, Stringer, Johnson

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-**Paul Johnson**

Motion to approve resolutions for approval of McFarlane, Schauwitzer, and Johnson- Kvale; seconded Stringer

Affirmative: Pasch, Ricci, Petry, Kvale, Bennett, Stringer, Johnson

5. Authorized signers at banks

- o Board Chair - Liberetta Stennes
- o Board Treasurer - Mike Rice
- o Executive Director - Matt McFarlane
- o Business Manager - Logan Bitz

6. Delegation of Authority to Make Electronic Funds Transfers

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

Motion to approve authorized signers and authority to make electronic fund transfers- Stringer; second Petry

Affirmative: Pasch, Ricci, Petry, Kvale, Bennett, Stringer, Johnson

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 to approve Johnson, second Bennett

Affirmative: Pasch, Ricci, Petry, Kvale, Bennett, Stringer, Johnson

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

Motion to approve Johnson, second Ricci

Affirmative: Pasch, Ricci, Petry, Kvale, Bennett, Stringer, Johnson

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

-Sun Sailor - (Eden Prairie, Minnetonka, Excelsior)

Motion to approve Sun Sailor as new official paper Johnson, second Petry

Affirmative: Pasch, Ricci, Petry, Kvale, Bennett, Stringer, Johnson

10. Approval of Daily hours of pay

-Substitute Teachers - \$150/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.

Motion to approve Petry, second Johnson

Affirmative: Pasch, Ricci, Petry, Kvale, Bennett, Stringer, Johnson

Adjourned at 5:43 PM