

**INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS**  
**UNOFFICIAL MINUTES OF THE JANUARY 6, 2025**  
**SCHOOL BOARD MEETING**

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An Annual Organizational Meeting of the Independent School District 272, Eden Prairie Schools, was held on January 6, 2025, in the Eden Prairie District Administrative Offices, 8100 School Road, Eden Prairie, MN 55344.

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**1. Convene - 6:00 PM Roll Call – Call to Order**

*Present:* Steve Bartz, Ann Bradsher, Aaron Casper, Abby Libsack, Kim Ross, Jody Ward-Rannow;

*Not Present:* Board Member Debjyoti "DD" Dwivedy

*Present:* Superintendent Josh Swanson

**2. Pledge of Allegiance**

**3. Oath of Office**

*I swear/affirm that I will support the Constitution of the United States and of this State, and that I will discharge faithfully the duties of the office of School Board Member of Independent School District No. 272 to the best of my judgment and ability.*

**4. Agenda Review and Approval – Motion** by K. Ross, **Seconded** by S. Bartz to approve the Agenda for Monday, January 6, 2025, Organizational Meeting of the School Board of Independent School District 272, Eden Prairie Schools – Passed unanimously

**5. Announcement** - Superintendent Annual Review

**6. Election of Officers – Ballot Nomination**

A. Election of School Board **Chair** – Vice Chair S. Bartz asked for nominations for School Board Chair:

1) Aaron Casper – Nominated by S. Bartz

a. By vote of 7-0, Aaron Casper was elected to **Chair** for the School Board of Independent School District #272, Eden Prairie Schools for the calendar year of 2025

B. Election of School Board **Vice Chair**

1) Steve Bartz – Nominated by K. Ross

a. By vote of 7-0, Steve Bartz was elected to **Vice Chair** for the School Board of Independent School District #272, Eden Prairie Schools for the calendar year of 2025

C. Election of School Board **Clerk**

1) Abby Lipsack – Nominated by A. Bradsher

a. By vote of 7-0, Abby Libsack was elected to **Clerk** for the School Board of Independent School District #272, Eden Prairie Schools for the calendar year of 2025

D. Election of School Board **Treasurer**

1) Ann Bradsher – Nominated by A. Libsack

a. By vote of 7-0, Ann Bradsher was elected to **Treasurer** for the School Board of Independent School District #272, Eden Prairie Schools for the calendar year of 2025

**7. School Board Member Interim Vacancy Discussion**

**Motion** by A. Casper, **Seconded** by K. Ross to appoint former Director Charles Strehl to fill vacancy for Director Debjyoti Dwivedy – Passed 6-0

**8. Required Board Action - Annual Organizational Meeting**

A. Approval of 2025 School Board Compensation

**Motion** by A. Casper, **Seconded** by S. Bartz – to maintain the current Board Compensation levels for the calendar year of 2025 – Passed unanimously

1. \$6,600.00 (\$550.00/month) for School Board Chair (no change)

2. \$5,700.00 (\$475.00/month) for School Board Vice Chair (no change)

3. \$4,800.00 (\$400.00/month) for School Board Members (no change)

B. Approval of School Board Meeting Calendar

1) School Board Meeting dates from January through June 2025

**Motion** by Bartz, **Seconded** by A. Casper to approve the 2024-25 School Board Meeting Calendar as presented, with the addition of a brief organizational meeting prior to the Workshop on February 10, 2025 starting at 6:00 p.m., to seat the new director, with the Workshop to follow – Passed unanimously

2) School Board Meeting dates after July 1, 2025 to be determined at a future meeting

**Motion** by A. Casper, **Seconded** by S. Bartz to adopt the July 1<sup>st</sup> through the end of School Board calendar year 2025 at a later date – Passed unanimously

C. Appointment of Intermediate District 287 Representative

**Motion** by A. Casper, **Seconded** by A. Libsack, that Director K. Ross continue as our Representative – Passed unanimously

#### 9. Superintendent Consent Agenda

**Motion** by A. Casper, **Seconded** by A. Libsack to approve the Consent Agenda as presented - Passed unanimously

##### A. Annual District Organizational Items

###### 1. Designate District Newspaper

Designate the Eden Prairie Sun-Sailor, Eden Prairie, MN, as the official newspaper for calendar year January 1, 2025, through December 31, 2025.

###### 2. Designate District Depository/Financial Institutions

Appoint US Bank, Minnesota School District Liquid Asset Fund Plus, Associated Bank, PMA Financial Network, Wells Fargo Bank, Royal Credit Union, and other financial institutions as deemed necessary, as authorized financial institutions for Independent School District 272 for the calendar year January 1, 2025, through December 31, 2025.

###### 3. Appointment of Money Wire Transfers

The Executive Director of Business Services or his/her designee is given the authority to invest surplus funds without prior approval of the School Board within the limitations set by law and district policy and to complete required wire transfers with notification to the School Board by the next meeting or as needed.

###### 4. Authorization for Early Claims Payments

The Superintendent or designee is authorized to pay appropriate claims in advance of School Board authorizations in order to expedite vendor payments and to utilize discount privileges, but that such claims shall be reported to the School Board from January 1, 2025, through December 31, 2025.

###### 5. Designate District Legal Counsel

The School Board authorizes the Superintendent or designee to contact local attorneys or any other attorney licensed in Minnesota, as may from time to time be deemed appropriate, for District legal services on an “as needed” basis during calendar year 2025.

###### 6. Appointment of School District Responsible Authority

Pursuant to the provisions of Minnesota Statutes, Section 13.02, Subdivision 16, as amended, the Superintendent is hereby appointed Responsible Authority for Independent School District 272 for the calendar year January 1, 2025, through December 31, 2025.

###### 7. Appointment of Deputy Clerk and Deputy Treasurer

Appoint the Executive Director of Business Services as Deputy Clerk and Deputy Treasurer of the School Board for Independent School District 272 for the calendar year January 1, 2025, through December 31, 2025.

###### 8. Machine-Signed Signature Authorization

Authorize the use of the facsimile demand deposit signature plate using the names of Aaron Casper **Chair**; Abby Libsack, **Clerk**; and Ann Bradsher, **Treasurer**, for the calendar year January 1, 2025, through December 31, 2025.

###### 9. Authorization to Sign Contracts

Authorize the Superintendent or Executive Director of Business Services or his/her designee to execute contracts and purchase orders for goods and services contained within the Board approved budget for Independent School District 272 for the calendar year January 1, 2025, through December 31, 2025.

###### 10. Approval of Local Education Agency (LEA) Representative

Approve the Superintendent or Designee as the Local Education Agency (LEA) Representative for the calendar year January 1, 2025, through December 31, 2025.

**11. Designation of Identified Official with Authority for the MDE External User Access Recertification System (IoWA)**

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard 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 to authorize Superintendent Joshua Swanson to act as the Identified Official with Authority (IOwA) for Independent School District 0272-01 for the calendar year January 1, 2025, through December 31, 2025.

10. **Adjournment – Motion** by A. Casper, **Seconded** by S. Bartz to adjourn the Annual Organizational Meeting at 6:35 PM – Passed Unanimously

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Abby Libsack – Board Clerk