

January 13, 2026 at 6:30 PM - School Board - Organizational Meeting

The organizational meeting of the Independent School District 283, St. Louis Park Public Schools, was held on January 13, 2026, in the Central Community Center, 6300 Walker Street, St. Louis Park, MN 55416.

Present: Colin Cox, Virginia Mancini, Celia Anderson, Taylor Williams, Sarah Davis, Susie Kaufman, Patrick Baldwin and Superintendent Dr. Carlondrea Hines. Also present were members of the Cabinet.

CALL TO ORDER

Acting Board Chair Colin Cox called the organizational meeting to order at 6:38 p.m. at the Central Community Center - District Office

OATH OF OFFICE FOR NEW SCHOOL BOARD MEMBERS

Acting Board Chair Cox administered a ceremonial oath of office to the new board members

APPROVAL OF AGENDA

The meeting agenda was presented for approval. *Motion by Baldwin, seconded by Kaufman, to approve the meeting agenda. All in favor. Motion carried unanimously.*

ELECTION OF 2026 SCHOOL BOARD OFFICERS

Election of School Board Chair

A motion was made by Cox to nominate Virginia Mancini to serve as Board Chair of the St. Louis Park School Board from January 13, 2026 to the January 2027 Organizational School Board meeting. No other nominations were made. Motion carried unanimously.

Election of School Board Vice-Chair

A motion was made by Williams to nominate Celia Anderson to serve as Board Vice Chair of the St. Louis Park School Board from January 13, 2026 to the January 2027 Organizational School Board meeting. No other nominations were made. Motion carried unanimously.

Election of School Board Clerk

A motion was made by Anderson to nominate Taylor Williams to serve as Board Clerk of the St. Louis Park School Board from January 13, 2026 to the January 2027 Organizational School Board meeting. No other nominations were made. Motion carried unanimously.

Election of School Board Treasurer

A motion was made by Mancini to nominate Patrick Baldwin to serve as Board Treasurer of the St. Louis Park School Board from January 13, 2026 to the January 2027 Organizational School Board meeting. No other nominations were made. Motion carried unanimously.

ACTION ITEMS

At the recommendation of Chair Mancini, Motion by Cox, seconded by Anderson to approve the proposed School Board Liaison Roles and Member Roles, as presented. All in favor. Motion carried unanimously.

At the recommendation of Chair Mancini, motion by Davis, seconded by Williams to approve the proposed School Board Advisory Committee Assignments, as presented. All in favor. Motion carried unanimously.

At the recommendation of Chair Mancini, motion by Cox, seconded by Mancini, to approve the School Board meeting dates for the 2026-2027 school year, as presented.

Williams moved to amend the meeting date from Tuesday, March 9, 2027, to Monday, March 8, 2027. Seconded by Mancini. All in favor. Amendment carried unanimously.

The motion to approve the School Board meeting dates for the 2026-2027 school year as amended carried unanimously.

At the recommendation of Chair Mancini, motion by Anderson, seconded by Baldwin, to approve the recommended 2026 School Board compensation, as presented. All in favor. Motion carried unanimously.

At the recommendation of Chair Mancini, motion by Williams, seconded by Cox, to approve the following dates for the 2025-2026 School Board Listening Sessions:

Tuesday, January 20, 2026 5-6PM
April 21, 2026 5-6PM

All in favor. Motion carried unanimously.

ORGANIZATION OF THE SCHOOL BOARD

A motion was made by Davis, seconded by Kaufman, to approve the Organization of the School Board, as presented. For the purposes of organization of the Board, the Board was asked to authorize and re-designate the following:

1. Official Newspaper of the School District

State law requires publication of official Board proceedings and certain legal notices in the “official newspaper of the District.” The Sun Sailor is recommended as the official newspaper of the District.

2. The Board must designate depositories for legal purposes. Operating Account Depositories It is recommended that the Board re-designate the following bank accounts for the July 1, 2026 through June 30, 2027 (FY27) and July 1, 2027 through June 30, 2028 (FY28):

- Associated Bank
- Citizens Independent Bank
- Capital One for escrow/purchase lease agreement
- Zion Bank Corporation for lease purchase
- Account Tracked via Pershing Advisor Solutions LLC; United States Department of the Treasury, Bureau of the Fiscal Service

Investment Account Depositories

It is recommended that the following banks and savings and loan associations be designated the official depositories for investment:

- PMA Securities, Inc.
- MN Trust Community Investment

3. Electronic Fund Transfer Authorization

It is recommended that the Director of Business Services be authorized to use electronic processes to transfer funds.

4. Authority to Make Investments

It is recommended that the Superintendent or the Director of Business Services be authorized to make financial investments for Independent School District 283, St. Louis Park, for FY27 and FY28.

5. Authority to Disburse Salaries

It is recommended that the Superintendent or the Director of Business Services be authorized to make disbursements for salaries as provided for individual employment contracts, master employment agreements or School Board resolutions for fiscal years FY27 and FY28.

6. Authority for Early Claim Payments

It is recommended that the Superintendent or Director of Business Services pay appropriate claims in advance of School Board authorizations in order to expedite vendor payments and to utilize discount privileges, and such claims shall be reported to the School Board for FY27 and FY28.

7. Authorization to Purchase

It is recommended that the Superintendent or the Director of Business Services be authorized to lease, purchase, and contract for goods and services within the budget as approved by the Board, provided that any transaction in any amount exceeding the minimum amount of \$175,000 (M.S. 471.345.Subd.3) for which bids are required must first be specifically authorized by the Board and must fulfill all other applicable requirements in Section 123B.52.

8. Deputy-Clerk and Deputy-Treasurer

It is recommended that the Director of Business Services be appointed Deputy Treasurer, the Executive Assistant to the Superintendent be appointed Deputy Clerk of Independent School District 283, St. Louis Park, for FY27 and FY28.

9. Check Signatures

It is recommended that any two of the Superintendent, Director of Business Services or designee be authorized to affix mechanical/digital signatures on payroll and accounts payable

checks of Independent School District 283 on behalf of the official signatories, the School Board Chairperson, Clerk and Treasurer.

10. Appointment of School Attorneys

It is recommended that during the year 2026 the firms Dorsey & Whitney, Ratwik, Roszak & Maloney, Greene Espel, Squires, Waldspurger & Mace and Kennedy & Graven be designated to provide the District’s legal counsel. The School Board also authorizes the services of other legal counsel selected by the Superintendent, as necessary to conduct business and protect the legal interests of the School District.

RESOLUTION APPOINTING DISTRICT RESPONSIBLE AUTHORITY An annual resolution is necessary to meet data privacy reporting requirements as set forth by the State of Minnesota.

***BE IT RESOLVED**, pursuant to the provisions of MN Statutes, Section 13.02 Subdivision 16, Carlondrea Hines, Superintendent is hereby appointed Responsible Authority for St. Louis Park Public Schools, ISD #283.*

***BE IT FURTHER RESOLVED**, Carlondrea Hines, Superintendent of Schools, is hereby authorized to take all actions necessary to assure that all programs, administrative procedures and forms used within St. Louis Park School District #283 are administered in compliance with the provision of Minnesota Statutes Section 13, as amended, and with Rules as lawfully promulgated by the Commissioner of Administration as published in the State Register, by the Office of Revisor of Statutes, State of Minnesota.*

At the recommendation of Chair Mancini, motion by Cox, seconded by Anderson, to approve the 2025-2027 labor agreement for CAPS-Clerical employees, as presented. All in favor. Motion carried unanimously.

At the recommendation of Chair Mancini, motion by Cox, seconded by Mancini, to approve the Misc. Pay rates, as presented. All in favor. Motion carried unanimously.

DISCUSSION ITEMS

School Board retreat.

ADJOURNMENT

Meeting adjourned at 7:17 PM

Submitted by:
Jazmin Hankerson
Executive Assistant to the School Board & Superintendent

Chair: _____

Clerk: _____

Date: _____

Date: _____