

**BEMIDJI AREA SCHOOLS  
BEMIDJI, MINNESOTA**

**DATE: SEPTEMBER 20, 2021**

**TO: BOARD OF EDUCATION**

**FROM: TIM LUTZ, SUPERINTENDENT OF SCHOOLS**

**SUBJECT: DESIGNATION OF IDENTIFIED OFFICIAL WITH  
AUTHORITY FOR THE MINNESOTA DEPARTMENT OF  
EDUCATION EXTERNAL USER ACCESS RECERTIFICATION  
SYSTEM**

**COMMENTS:**

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control 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).

\_\_\_\_\_ introduced the following resolution and urged its adoption:

**DESIGNATION OF IDENTIFIED OFFICIAL WITH AUTHORITY FOR THE  
MINNESOTA DEPARTMENT OF EDUCATION EXTERNAL USER ACCESS  
RECERTIFICATION SYSTEM**

WHEREAS, MDE's External User Access Recertification System is a password protected website for members of educational organizations who have received prior approval to access statewide testing and graduation information. On behalf of Bemidji Area Schools, Tim Lutz is designated by the School Board as the Identified Official with Authority (IOWA) for Bemidji Area Schools for the secure site for Minnesota Department of Education Secure Systems information. This School Board action will be forwarded to the Minnesota Department of Education as a matter of record.

THEREFORE BE IT RESOLVED, the School Board of Independent School District No. 31, Bemidji, Minnesota, designates Tim Lutz, Superintendent of Schools, as the Identified Official with Authority with the Minnesota Department of Education for External User Access Recertification System related to the testing and graduation information of Independent School District No. 31, Bemidji Area Schools.

The motion for the foregoing resolution was seconded by \_\_\_\_\_, and a tabulation of votes is as follows:

AYES:  
NOES:  
ABSENT:

WHEREUPON, the foregoing resolution was duly passed and adopted.