

Organizational Meeting

Monday, January 3, 2022 7:00 PM

Waconia Public Schools - District Office - Conf Rm C, 512 Industrial Blvd.,
Waconia, MN 55387

1. CALL TO ORDER, ADOPTION OF AGENDA, and NOTATION OF MEMBERS IN ATTENDANCE

2. ELECTION AND APPOINTMENT OF 2022 ISD #110 BOARD OF EDUCATION OFFICERS

2.A. Election of 2022 ISD #110 Board Chair

2.A.1. Acting Chair calls for nominations

2.A.2. Acting Chair calls for nominations two more times

2.A.3. Acting Chair closes nominations

2.B. Election of 2022 ISD #110 Board Vice Chair

2.B.1. 2022 Chair calls for nominations

2.B.2. 2022 Chair calls for nominations two more times

2.B.3. 2022 Chair closes nominations

2.C. Elect 2022 ISD #110 School Board Treasurer

2.C.1. 2022 Chair calls for nominations

2.C.2. 2022 Chair calls for nominations two more times

2.C.3. 2022 Chair closes nominations

2.D. Elect 2022 ISD #110 School Board Clerk

2.D.1. 2022 Chair calls for nominations two more times

2.D.2. 2022 Chair closes nominations

3. CONSENT AGENDA

3.A. Designate Outside Firms to Represent School District 110:

3.A.1. Legal Counsel/Firms

RECOMMENDATION: Appoint Rupp, Anderson, Squires, Waldspurger; Knutson, Flynn, & Deans P.A.; and Hubert, Melchert, and Sjodin as District 110 Legal Counsel.

3.A.2. Official Newspaper

RECOMMENDATION: Designate the Waconia Patriot as official school newspaper for District 110.

3.A.3. Financial Investment and Designated District Depositories

RECOMMENDATION: Old National Bank of Waconia, Security Bank of Waconia, MN Trust, Associated Bank, Mid-Country Bank, and Hometown Bank be

designated as depositories for the funds of this District. Representatives of this district are hereby authorized to open or caused to be open an account or accounts with said institutions of such terms, conditions, and agreements as shall be required by said institutions; to endorse or cause to be endorsed in the name of the district, to negotiate, deposit or cause to be deposited in such account or accounts any money, checks, drafts, orders, notes, and other instruments; and to make any other agreements deemed advisable in regard thereto maintaining deposits below the \$250,000 FDIC limit, except where sufficient collateral is provided to insure deposit coverage. Representatives of the district are the Superintendent and Director of Finance and Operations. They are authorized to open new accounts with other federally insured organizations, as needed, in accordance with the above description.

3.B. Adopt Finance and Operations Resolutions:

3.B.1. Adopt Resolution Authorizing Facsimile signatures

RECOMMENDATION: Resolve that District 110 School Board authorizes the Director of Finance and Operations to use facsimile signatures for all school district checks and orders.

3.B.2. Adopt Resolution Determining Local Agency Representatives

RECOMMENDATION: Resolve that as District 110 applies for financial assistance available under federal program, the Superintendent be named as local agency representative and be directed to execute and file applications for and on behalf of the school district and otherwise act as authorized representative of the school district in state and federally funded programs.

3.B.3. Adopt Resolution Authorizing the Lease and/or Purchase of Goods and Services

RECOMMENDATION: Resolve that District 110 School Board authorizes the Superintendent or his/her designees to lease, purchase and contract for goods and services within the general budget categories pursuant to Minnesota Statute section 123B.52

3.B.4. Adopt Procedure for Auditing Monthly Bills

RECOMMENDATION: The Board will receive a summary of the monthly bills to be approved in their board packet. Board members may audit any specific bills by calling the Director of Finance and Operations prior to the meeting.

3.B.5. Approve to establish 2022 mileage reimbursement at IRS rate of 58.5 cents per mile.

3.C. Appointment of District Personnel to Serve as District Representative:

- 3.C.1. Appoint Superintendent of Schools as responsible authority for District 110
- 3.C.2. Authorize Superintendent to sign for grants on behalf of the school board
- 3.C.3. Appoint Superintendent of Schools as District 110 Transportation Director
- 3.C.4. Appoint Superintendent of Schools as Local Board of Education Action Representative and District's 504 Compliance Coordinator
RECOMMENDATION: Appoint Superintendent of Schools to serve as the local board of education representative in filing applications for funds as approved under public law 103.382. (Title I Programs)
- 3.C.5. Appoint Director of Special Education as District 110 Homeless Student Representative
- 3.C.6. Authorize Superintendent Pat Devine to serve as the Identified Official with Authority (IOwA) for Waconia Public Schools ISD 110.



Education Identity and Access Management Board Resolution

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota 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 IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local educational agency or organization (the superintendent or director) is designated as the IOwA. The IOwA will grant the IOwA Proxy role(s).

Designation of the Identified Official with Authority for Education Identity and Access Management

Organization Name: **Waconia Public Schools**

6-Digit or 9-Digit Organization Number: **0110-01**

The Director recommends the Board authorize the below named individual(s) to act as the Identified Official with Authority (IOwA) for this organization:

Print Name: **Pat Devine**

Title: **Superintendent**

School Board Chair: _____

Signature: _____

Date: _____

Once the EDIAM Board Resolution is completed, scan and email it to: useraccess.mde@state.mn.us

4. ESTABLISH 2022 MEETING DATES AND TIMES

4.A. Proposed Monthly School Board Meeting Schedule:

- First Monday - Finance & Facilities Committee 6 PM
- Second Monday - Board Work Session 7 PM
- Fourth Monday - Policy Committee 6 PM ; Regular Meeting 7 PM

4.B. Establish Meeting Adjournment Time

RECOMMENDATION: establish all school board meetings adjourn by 10:30 PM, and if needed to resume the meeting at a later date.

5. DISCUSSION ITEMS

5.A. 2022 Committee/Representative Assignments

The 2022 committee/representative assignments are done by the board chair and will be finalized in the days following the organizational meeting.

5.B. Standing committees:

- Policy
- Personnel/Negotiations
- Finance & Facilities

5.C. Additional committee/representation assignments include:

- Teaching & Learning Advisory Council (4x/year)
- Minnesota State High School League Representative (1x/year)
- Southwest Metro Intermediate District 288 Representative (11x/year, 3rd Tuesday)
- Community Education Advisory Representative (5-6x/year)
- District 110 Foundation Representative
- Technology Advisory Group Representative (2x/year)
- Liaison to City Councils (12x/year): Waconia, New Germany, St. Bonifacius, Victoria, and Minnetrista
- Schools for Equity in Education -SEE (5x/year)
- Carver County Elected Leaders (4x/year)

6. ADJOURNMENT