

**SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 622
North St. Paul-Maplewood-Oakdale**

**Special Meeting
January 14, 2020
4:30 PM**

District Education Center, 2520 East 12th Avenue, North St. Paul

A G E N D A

I. Call to Order

II. Election of Officers

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As per board policy, the officers of our school board shall be a Chairperson, Vice-Chairperson, Clerk and Treasurer. A handout is included in your packet with scripts for the election of officers. The current chair will conduct the election of chairperson of 2020. After the chair has been elected, he/she will preside over the rest of the meeting. There can be no "secret" balloting at public meetings so if more than one individual is nominated for an office we must show the public who voted for whom and record the voting as such in the minutes. If more than one person is nominated for a position, Kim will do a roll call vote and ask each of you your preference for that particular position.

At the December 17 business meeting, board members informally agreed to implement the following process after having numerous officer discussions:

*Nancy will nominate Michelle for Chair;
Theresa will nominate Nancy for Vice Chair;
Steve will nominate Becky for Clerk; and
Becky will nominate Caleb for Treasurer*

III. Organizational Resolutions

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As per board policy 202 we will be asking you to take action on our annual organizational resolutions. These indicate the official, prescribed designations for the District in areas such as organizational membership; board committee assignments; board compensation; board meeting dates, times and locations; banks; law firms; auditor; etc.

IV. Set Closed Session

I would like to propose a Closed Session on January 21 for a contract negotiations update. This session would take place immediately following the adjournment of the January 21 business meeting.

V. Adjourn

After the meeting we will move to Room 202 where the Chair will convene the study session.

Election of Officers

Minnesota Statute 13D.01, Subd. 4 says that the election of officers must be by open vote and not by any form of secret ballot. MSBA further states that each board should establish procedures in advance of the meeting so that everyone will know what to expect from the outset. Once developed, the board needs to follow the procedure that it has adopted, but the procedures can be changed if the majority of the board members agree. *Robert's Rules of Order Newly Revised* calls for a two-thirds majority vote to adopt the motion.

The following is our District's procedure for Election of Officers:

Acting Chair (Michelle) requests nominations for Chair.

Are there any other nominations for Chair?

Are there any other nominations for Chair?

Any member of the board may nominate any other board member, and nominations do not require a second.

If only one board member is nominated, board rules may allow the acting chair to declare that candidate elected. The acting chair could say to the rest of the board: "Jane Doe is the only candidate nominated for the office of chair; and I hereby declare her elected."

If more than one person is nominated, Kim will do a roll call vote asking each Board Member whom they wish to vote for.

For example, the board would follow the procedure provided below:

Acting Chair: "Nominations are now in order for the office of chair."

Board Member Smith: "I nominate Jane Doe."

Acting Chair: "Jane Doe is nominated. Are there any other nominations for the office of chair?"

Acting Chair: "Are there any further nominations for the office of chair?"

Acting Chair: "Are there any further nominations for the office of chair?"

Acting Chair: "If there are no further nominations...(pause)...nominations for the office of chair are closed. Jane Doe is the only candidate nominated for the office of Chair; and I hereby declare her elected."

If two or more members are nominated for an office, the roll call vote would follow the procedure provided below:

Acting Chair: “Kim will now call the roll for voting on the office of chair.”

Kim: “Board Member Smith.”

Board Member Smith: “I vote for Jane Doe.”

Kim: “Board Member Jones.”

Board Member Jones: “I vote for Jim Anderson”

And so on until all board members have been polled.

Acting Chair: “Kim will now tally the votes.”

Kim: “Jane Doe received four votes. Jim Anderson received three votes.”

Acting Chair: “Jane Doe received a majority of the votes cast and is elected chair.”

Once the Chair has been elected, it’s time to vote for the other officers.

The New Chair requests nominations for Vice Chair.

Are there any other nominations for Vice Chair?

Are there any other nominations for Vice Chair?

The New Chair requests nominations for Clerk.

Are there any other nominations for Clerk?

Are there any other nominations for Clerk?

The New Chair requests nominations for Treasurer.

Are there any other nominations for Treasurer?

Are there any other nominations for Treasurer?

VOTING SUMMARY:

- **If single nomination, election by acclamation**
- **If multiple nominations, vote is required**
- **Open Meeting Law requires all votes to be recorded – no unrecorded paper ballots**
- **Majority vote required**
 1. **Majority of those voting**
 2. **Tie vote fails for lack of majority**
 3. **Abstaining votes count as the majority**
 4. **If more than two choices, a plurality is insufficient**

Board Officer History

	Chair	Vice-Chair	Clerk	Treasurer	Director	Director	Director
2019	Michelle Yener	Nancy Livingston	Theresa Augé	Caleb Anderson	Steve Hunt	Ben Jarman	Becky Neve
2018	Michelle Yener	Nancy Livingston	Theresa Augé	Becky Neve	Caleb Anderson	Amy Coborn	Steve Hunt
2017	Amy Coborn	Michelle Yener	Becky Neve	Nancy Livingston	Caleb Anderson	Theresa Augé	Steve Hunt
2016	Amy Coborn	Steve Hunt	Becky Neve	Michelle Yener	Caleb Anderson	Theresa Augé	Nancy Livingston
2015	Theresa Augé	Steve Hunt	Nancy Livingston	Michelle Yener	Becky Neve	Amy Coborn	Caleb Anderson
2014	Amy Coborn	Theresa Augé	Steve Hunt	Nancy Livingston	Mark Wheeler	Michelle Yener	Becky Neve
2013	Amy Coborn	Nancy Livingston	Mark Wheeler	Michelle Yener	Steve Hunt	Theresa Augé	Becky Neve
2012	Mark Wheeler	Theresa Augé	Pam Cunningham	Amy Coborn	Steve Hunt	Nancy Livingston	Michelle Yener
2011	Mark Wheeler	Theresa Augé	Pam Cunningham	Amy Coborn	Steve Hunt	Nancy Livingston	Michelle Yener
2010	Nancy Livingston	Mark Wheeler	Theresa Augé	Scott Duddeck	Steve Hunt	Cathy Miller	Pam Cunningham
2009	Nancy Livingston	Mark Wheeler	Theresa Augé	Scott Duddeck	Steve Hunt	Cathy Miller	Pam Cunningham
2008	Nancy Livingston	Marc Cove	Mark Wheeler	Scott Duddeck	Theresa Augé	Cathy Miller	Pam Cunningham
2007	Cathy Miller	Nancy Livingston	Mark Wheeler	Marc Cove	Theresa Augé	Scott Duddeck	Pam Cunningham
2006	Cathy Miller	Nancy Livingston	Mark Wheeler	Marc Cove	Theresa Augé	Scott Duddeck	Pam Cunningham
2005	Cathy Miller	Nancy Livingston	Mark Wheeler	Marc Cove	Theresa Augé	Scott Duddeck	Pam Cunningham
2004	Cathy Miller	Nancy Livingston	Mark Wheeler	Scott Duddeck	Theresa Augé	Marc Cove	Pam Cunningham
2003	Dick Baldwin	Cathy Miller	Jerry Hanson	Nancy Livingston	Scott Duddeck	Sheryl Theno	Mark Wheeler

Committees required by either state statute or committee bylaws

January 2020

Board Member	Committee Name	Committee Charge	Meeting Schedule/Term of Office	Preference Ranking**	Intensity Ranking***
<ul style="list-style-type: none"> Augé is in her first year of a 1-year term - her term expires June 30, 2020 (she stayed on for another term) 	Advisory	To recommend to the School Board district-wide goals aligned to the World's Best Work Force plan. As a part of this role, the Advisory reviews academic standards in curricular areas, including recommending curriculum, curriculum materials, and new courses. Further, Advisory makes recommendations to the School Board regarding graduation requirements.	9 meetings / year / 6- 8 p.m. / usually 2nd Wednesday <hr/> 1-year term (September - June)	Theresa through June 30, 2020 Ben beginning September 1, 2020 - June 30, 2021	1 2 3 4 5
<ul style="list-style-type: none"> Livingston is in her fourth year of a 4 year term - her term expires Dec. 31, 2019 	NMI 916 Board	A joint board consisting of one board member from each of the 14 member districts.	1st Wednesday, 6:00 p.m. (no meeting in July) <hr/> 4 year term	Nancy 1 position available January 1, 2020 - December 31, 2023 Michelle	1 2 3 4 5
<ul style="list-style-type: none"> Anderson is in his 1st year of a 2 year term and Neve is in her 1st year of a 2 year term as alternate - their terms expire June 30, 2021 	Finance Advisory Committee	Serve as advisory to Board & Administration regarding short and long term financial planning; financial policies and practices; financial decision impacting local analysis; local, state and national trends in finance and economics; and analysis of legislative issues affecting education.	4 meetings per year, 4:30 - 5:30 p.m., 2019-2020 dates:10/23, 1/22, 4/1, 5/20 <hr/> 2-year term (July - June)	Caleb with Becky as alternate N/A	1 2 3 4 5

Board Member	Committee Name	Committee Charge	Meeting Schedule/Term of Office	Preference Ranking**	Intensity Ranking***
<ul style="list-style-type: none"> Anderson is in his second year of a 3-year term - his term expires June 30, 2020 - Term is now complete due to nonrenewal of membership 	Metro ECSU	Membership to service cooperative which provides service and training to District 622 employees.	1 meeting per year, usually in April <hr/> Members may serve 2 consecutive 3 - year terms with an option to continue pending review	Caleb N/A District is not renewing membership	1 2 3 4 5
<ul style="list-style-type: none"> Yener is in her second year of a 2-year term - her term expires May 31, 2020 	Educational Equity Alliance Collaborative	Provide advice or consultation on conflict and creative solutions as needed with the programs and operations of the EEA.	2 times a year (mid-year & end-of-year) jointly with Mahtomedi <hr/> 2-year term	Michelle 1 position available June 1, 2020 - May 31, 2022 Ben	1 2 3 4 5
<ul style="list-style-type: none"> Yener is in her second year of a 1 year term - her term will expire 12/31/19 	Student Board Representative Mentor(s)*	Teach and guide student board representatives.	monthly meetings with phone calls/emails as needed <hr/> 1-year term	Michelle 1 position available January - December 2020 Ben	1 2 3 4 5
<ul style="list-style-type: none"> Neve is in her second year of a 2 year term - her term expires December 2019 	Welcome Back BBQ Liaison*	Work with OACC to provide annual Welcome Back BBQ for all staff	As needed with event occurring in August 2020 & 2021 <hr/> 2-year term	Becky 1 position available - January 1, 2020 - December 31, 2021 Becky	

Board Member	Committee Name	Committee Charge	Meeting Schedule/Term of Office	Preference Ranking**	Intensity Ranking***
<ul style="list-style-type: none"> N/A 	New Board Member Mentor(s)*	Teach and guide new board members	As needed <hr/> 1-year term	Becky N/A	1 2 3 4 5
<ul style="list-style-type: none"> Anderson is in his first year of a 1 year term and Yener is in her second year of a 1 year term as alternate - their terms expire December 2019 	Ramsey County League of Local Governments (RCLLG)°	To foster cooperation among Ramsey County units of government thereby increasing the effectiveness and efficiency of public service delivery	Annual meeting in December <hr/> 1 year term	Caleb with Michelle as alternate 1 position available January - December 2020 Caleb with Michelle as alternate	1 2 3 4 5
<ul style="list-style-type: none"> Livingston is in her first year of a 1 year term and Michelle is in her second year of a 1 year term as alternate - their terms expire December 2019 	AMSD°	The board consists of 1 superintendent and 1 board member designated by each member district. AMSD's mission is to advocate for metropolitan school districts and advance legislation that supports student achievement. AMSD board members approve the legislative platform, position papers, the annual budget and direct the activities of the organization.	Board of Directors meeting the first Friday of the month 7 - 7:30 am - breakfast; 7:30 - 9:00 am - meeting <hr/> 1 year term	Nancy with Michelle as alternate 1 position available January - December 2020 Nancy with Caleb as alternate	1 2 3 4 5

<ul style="list-style-type: none"> • Yener is in her first year of a 4 year term, her term expires August 2023 	MSHSL Region 4AA°	Region Committee is a policy and decision-making arm of the MSHSL. It conducts business of and for its 17 member schools in Region 4AA.	Board of Directors meeting the third Wednesday in September, October, November, January, February, April and May, 7 - 9:00 a.m. at the Little Oven restaurant <hr/> 4 year term	Michelle N/A	1 2 3 4 5
<ul style="list-style-type: none"> • TBD 	NSBA Conference∞	Attend the NSBA Annual Conference in Chicago; April 4 - 6	<hr/> Annual decision	Becky, Nancy	1 2 3 4 5

NOTES:

*Committee assignment at School Board’s discretion or through MSBA election process

°Note: Additional roles assigned to Board Chairs and Vice Chairs (alternates) that are not Board approved liaisons: RCLLG; AMSD; Region 4AA (any board member is welcome to attend the monthly AMSD meetings). Any board member can indicate interest if they wish to serve in the role.

∞At the October 9, 2018 work session it was decided to put the NSBA Conference on this preference sheet; board approved October 23, 2018 pending election results.

**Preference Ranking key:

Indicate your interest by marking a 1 - 4 selection, with 1 as your first choice, and 4 as your last choice

***Intensity Ranking key:

- 1: please don’t make me do this
- 2: not interested
- 3: neutral
- 4: interested
- 5: can’t live without it

Board Member currently in the position

Position available indicated in red

Board Member feedback from November 12 work session indicated in green

Board Committee Assignments (Calendar Year)

2020	Theresa Augé	Becky Neve	Ben Jarman	Steve Hunt	Nancy Livingston	Michelle Yener	Caleb Anderson
	Jan. – June 2020 Advisory	Jan. – Dec. 2020 Welcome Back BBQ Liaison Jan. – Dec. 2020 Finance Advisory Committee Alternate	Sept. – Dec. 2020 Advisory June – Dec. 2020 Educational Equity Alliance Collaborative Jan. – Dec. 2020 Student Board Representative Mentor		Jan. – Dec. 2020 AMSD	Jan. – Dec. 2020 916 Jan. – May 2020 Educational Equity Alliance Collaborative Jan. – Dec. 2020 RCLLG Alternate Jan. – Dec. 2020 MSHSL Region 4AA	Jan. – Dec. 2020 AMSD Alternate Jan. – Dec. 2020 Finance Advisory Committee Jan. – Dec. 2020 RCLLG

Board Committee Assignments
(Calendar Year)

2019	Theresa Augé	Becky Neve	Ben Jarman	Steve Hunt	Nancy Livingston	Michelle Yener	Caleb Anderson
	Jan. – July 2019 Advisory (CACC)	Jan. – Dec. 2019 Welcome Back BBQ Liaison Jan. – Dec. 2019 Finance Advisory Committee Alternate Jan – Dec. 2019 New Board Member Mentor			Jan. – Dec. 2019 916 Jan. – Dec. 2019 AMSD	Jan. – Dec. 2019 Student Board Representative Mentor Jan. – Dec. 2019 Educational Equity Alliance Collaborative Jan. – Dec. 2019 RCLLG Alternate Jan. – Dec. 2019 AMSD Alternate	Jan. – Dec. 2019 Metro ECSU Jan. – Dec. 2019 Finance Advisory Committee Jan. – Dec. 2019 RCLLG

Board Committee Assignments
(Calendar Year)

2018	Theresa Augé	Becky Neve	Amy Coborn	Steve Hunt	Nancy Livingston	Michelle Yener	Caleb Anderson
	Jan. – Dec. 2018 Advisory (CACC)	Jan. – Dec. 2018 Welcome Back BBQ Liaison Jan. – Dec. 2018 Finance Advisory Committee	Jan. – Dec. 2018 Welcome Back BBQ Mentor Jan. – May 2018 Educational Equity Alliance Collaborative		Jan. – Dec. 2018 916	Jan. – Dec. 2018 Student Board Representative Mentor June – Dec. 2018 Educational Equity Alliance Collaborative	Jan. – Dec. 2018 Metro ECSU Jan. – Dec. 2018 Finance Advisory Committee Alternate
2017	Theresa Augé	Becky Neve	Amy Coborn	Steve Hunt	Nancy Livingston	Michelle Yener	Caleb Anderson
	Jan. – Dec. 2017 Advisory (CACC) Jan. – Dec. 2017 Tartan Joint Powers	Jan. – Dec. 2017 Tartan Joint Powers	Jan. – Dec. 2017 Educational Equity Alliance Cooperative	Jan. – June 2017 Metro ECSU	Jan. – Dec. 2017 916	Jan. – Dec. 2017 Student Board Representative Mentor	July – Dec. 2017 Metro ECSU

Board Committee Assignments (Calendar Year)

2016	Theresa Augé	Becky Neve	Amy Coborn	Steve Hunt	Nancy Livingston	Michelle Yener	Caleb Anderson
	Dec. 2015 – Dec. 2016 CACC	Jan. – Dec. 2016 Student Board Representative Mentor	Jun. – Dec. 2016 Educational Equity Alliance Collaborative	Jan – Dec. 2016 Metro ECSU	Jan. – May 2016 Educational Equity Alliance Collaborative		
	Jan. – Dec. 2016 Tartan Joint Powers	Jan. – Dec. 2016 Tartan Joint Powers			Jan – Dec. 2016 916		

Board Committee Assignments (Calendar Year)

2015	Theresa Augé	Becky Neve	Amy Coborn	Steve Hunt	Nancy Livingston	Michelle Yener	Caleb Anderson
	<p>Jan – Dec. 2015 916</p> <p>Nov. 2014 – Dec. 2015 MSBA Delegate Representative</p>	<p>Jan. – Dec. 2015 Student Board Representative Mentor</p> <p>Jan. – Dec. 2015 Tartan Joint Powers</p>		<p>Jan – Dec. 2015 Metro ECSU</p> <p>Jan. – Dec. 2015 Tartan Joint Powers</p> <p>Nov. 2014 - Dec. 2015 MSBA Delegate Representative</p>	<p>Jan – Dec. 2015 Educational Equity Alliance Collaborative</p> <p>Jan – Dec. 2015 916 Alternate</p> <p>Jan – Dec. 2015 New Board Member Mentor</p>	<p>Jan – Dec. 2015 CACC</p> <p>Nov. 2014 – Dec. 2015 MSBA Delegate Representative</p>	
2014	Theresa Augé	Becky Neve	Amy Coborn	Steve Hunt	Nancy Livingston	Michelle Yener	Mark Wheeler
	<p>Jan. – Dec. 2014 916</p> <p>Nov. 2013 – Dec. 2014 MSBA Delegate Representative</p>	<p>Jan. – Dec. 2014 Student Board Representative Mentor</p> <p>Jan. – Dec. 2014 Tartan Joint Powers</p>	<p>Jan. – Dec. 2014 Tartan Joint Powers</p>	<p>Nov. 2013 – Dec. 2014 MSBA Delegate Representative</p> <p>July – Dec. 2014 Metro ECSU</p>	<p>June – Dec. 2014 Educational Equity Alliance Collaborative</p>	<p>Nov. 2013 – Dec. 2014 MSBA Delegate Representative</p> <p>Jan. – Dec. 2014 CACC</p> <p>Jan. – May 2014 Educational Equity Alliance Collaborative</p>	<p>Jan. – June 2014 Metro ECSU</p>

Board Committee Assignments
(Calendar Year)

2013	Theresa Augé	Becky Neve	Amy Coborn	Steve Hunt	Nancy Livingston	Michelle Yener	Mark Wheeler
	Jan. – Dec. 2013 916	June – Dec. 2013 Student Board Representative Mentor	Jan. – Dec. 2013 Tartan Joint Powers Jan. – June 2013 Student Board Representative Mentor Jan. – July 2013 CACC		Jan. – Dec. 2013 New Board Member Mentor	Jan. – Dec. 2013 Educational Equity Alliance Collaborative Jan. – Dec. 2013 Tartan Joint Powers Aug. – Dec. 2013 CACC	Jan. – Dec. 2013 Metro ECSU Jan. – June 2013 MSHSL
	Theresa Augé	Pam Cunningham	Amy Coborn	Steve Hunt	Nancy Livingston	Michelle Yener	Mark Wheeler
2012	Nov. 2011 – Dec. 2012 MSBA Delegate Representative Jan. – Dec. 2012 916	Nov. 2011 – Dec. 2012 MSBA Delegate Representative 2012 Student Board Representative Mentor Aug. 2011 – July 2012 Tartan Joint Powers	Aug. 2011 – July 2012 Tartan Joint Powers Jan. – Dec. 2012 CACC			Nov. 2011 – Dec. 2012 MSBA Delegate Representative July 2011 – June 2012 Metro ECSU Jan. 2012 – June 2013 Equity Alliance Cooperative	July 2012 – June 2013 Metro ECSU Aug. 2011 – July 2013 MSHSL

Board Committee Assignments
(Calendar Year)

	Theresa Augé	Pam Cunningham	Amy Coborn	Steve Hunt	Nancy Livingston	Michelle Yener	Mark Wheeler
2011	July -Dec. 2011 Equity Alliance Cooperative 2011 New Board Member Mentor Nov. 2011- Dec. 2012 MSBA Delegate Representative	2011 Student Board Representative Mentor Aug. 2010 – July 2011 Tartan Joint Powers 2011 New Board Member Mentor Nov. 2011- Dec. 2012 MSBA Delegate Representative	Jan. – Dec. 2011 CACC Jan. – July 2011 Tartan Joint Powers		Jan. – Dec. 2011 916	July 2011 – June 2012 Metro ECSU Nov. 2011- Dec. 2012 MSBA Delegate Representative	Aug. 2010 – July 2011 MSHSL
	Theresa Augé	Pam Cunningham	Scott Duddeck	Steve Hunt	Nancy Livingston	Cathy Miller	Mark Wheeler
2010	July 2009-June 2011 Equity Alliance Cooperative	Aug. 2009 – July 2010 Tartan Joint Powers Aug. 2009 – July 2010 MSHSL	Aug. 2009 – July 2010 Tartan Joint Powers	2010 Delegate Representative	Jan. – Dec. 2010 916	2010 Student Board Representative Mentor	

Board Committee Assignments (Calendar Year)

		July 2010 – June 2011 Metro ECSU					
		2010 Delegate Representative					

IV. ORGANIZATIONAL RESOLUTIONS

The following resolutions are being recommended for adoption as routine organizational resolutions for 2020. Should discussion on a specific resolution be requested, a number has been assigned to each resolution.

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following organizational resolutions, numbered 1-19, be accepted as presented:

1. THAT the School Board approve memberships, related dues, and authorize signature of membership documents by the appropriate individual(s) in the following organizations:
Minnesota School Boards Association (MSBA)
Association of Metropolitan School Districts (AMSD)
Minnesota State High School League (MSHSL)
Ramsey County League of Local Governments (RCLLG)
2. THAT the School Board appoint the following individual Board Members to serve as Board Representatives or Liaison members as indicated:
January - December 2020 Appointment:
NMI 916 Board (Yener)
Finance Advisory (Anderson - with Neve as alternate)

January - May 2020 Appointment:
Educational Equity Alliance Cooperative (Yener)

January - June 2020 Appointment:
Advisory (Augé)

June - December 2020 Appointment:
Educational Equity Alliance Cooperative (Jarman)

September - December 2020 Appointment:
Advisory (Jarman)
3. THAT the School Board approves monthly compensation for School Board members at the rate of \$492 per month; \$500 per year additional for Board Chair; and \$600 per year expense allowance for each Board member.
4. THAT pursuant to Board Policy 205 the School Board business meeting dates, will be as follows:
January 21, February 18, March 24, April 28, May 19, June 23
AND THAT THE School Board Work Study Session meeting dates will be as follows:
January 14, March 17, April 7, June 9
AND THAT THE School Board Retreat meeting date will be as follows:
February 22
THE regular meeting place for School Board business meetings shall be the Board Room in the District Education Center at 6:00 p.m., unless otherwise specified.

- THE regular meeting place and time for School Board Study Sessions will be posted.
5.
 - a. Premier Bank and Associated Bank are designated as the official depositories of School District funds, subject to its furnishing collateral security and otherwise complying with the provisions of Minnesota statute.
 - b. The School Board treasurer or chief financial officer are authorized to accept and release collateral as required.
 - c. The officers of the School Board, the Superintendent, and the chief financial officer and designee(s), whichever are necessary, are authorized to sign checks, signature cards, and other forms and documents required from time to time by the depository.
 - d. The depository is authorized to accept facsimiles of the signatures of the officers of the School Board upon checks drawn on school district funds in accordance with Minnesota statute.
 - e. This resolution shall be valid until superseded.
 6. THAT imprest funds be authorized in the amount of \$3,630, that the Superintendent or designee be appointed as custodian of such funds, and that their only uses be for the payment of proper claims against the District, excluding salaries and personal expenses, which it is impractical to pay in any other manner, all as permitted by Minnesota statute.
 7. THAT the Woodbury Bulletin newspaper is designated as the official newspaper of the School District, in accordance with Minnesota statute.
 8. THAT the following legal firms be designated and recognized as the School District's attorneys for legal affairs and consultations, with any exceptions to be approved by the School Board:
Karen Kepple Law Office
Knutson, Flynn, and Deans
Ratwik, Roszak, and Maloney
Kennedy-Graven
Dorsey & Whitney, LLP
Rupp, Anderson, Squires & Waldspurger
Fredrikson & Byron, P.A.
Paula Forbes, PLLC
 9. THAT the Superintendent or designee be authorized to issue checks between Board meetings in advance of Board approval under the following conditions and to include such payments in the next list of bills submitted to the Board for approval:
 - a. Payments of claims which cannot be deferred until the next Board meeting without loss to the District of a discount privilege or because of contract terms, purchase order terms, or a vendor's standard terms which are part of contract, in accordance with Minnesota statute.
 - b. Payments of claims within the standard payment period as defined in Minnesota statute.
 10. THAT, as permitted by Minnesota statute, the Superintendent or designee be authorized to lease, purchase, and contract for goods and services, within the budget as approved by the Board, provided that any transaction in an amount exceeding the minimum amount for which bids are required (\$175,000 per Minnesota Statute 471.345), must first be specifically authorized by the Board and must fulfill all other applicable legal requirements for School District contracts.
 11. THAT the Director of Business Services be allowed to open brokerage accounts with U.S. Bank, Minnesota Trust, and PMA Securities.

12. THAT Ehlers be approved as the District Financial Advisor for the fiscal year 2019-2020.
13. THAT MMKR be approved as the District Auditor.
14. THAT the Superintendent or designee be authorized to enter into agreements to make electronic funds transfers (wire transfers) as permitted by Minnesota statute and submit a list of such transfers at the next regular School Board meeting after the transfers take place.
15. THAT the Superintendent or Director of Business Services are authorized to approve change orders to building program contracts, as requested by the construction manager and architect, within the budget, in the amount of \$175,000 or less per change order.
16. THAT application for financial assistance as provided under ESEA as amended, be authorized, and that the Superintendent of Schools or designee appoint a Local Agency Representative who would be directed to execute and file application(s) for and on behalf of the School District and otherwise act as authorized representative of the School District in all activities related to ESEA. Further, that the Superintendent of Schools appoints the ESEA contact person.
17. THAT the Superintendent of Schools or designee be authorized, on behalf of the Board, to prepare and apply for grants to the School District from local, state, federal, or private resources.
18. THAT authority be granted to the Superintendent of Schools or designee for the 2019-2020 school year to execute non-resident student attendance agreements, as required by Minnesota statute, on behalf of the School Board.
19. THAT the following public notice shall be mailed to students' homes and distributed to staff through the District's annual information & student responsibility handbook publication and posted on the district's website at <http://www.isd622.org/Domain/7>

NOTICE IS HEREBY GIVEN -

That Independent School District 622, pursuant to the U.S. General Education Provisions act and Minnesota Government Data Practices Act, declares the following as "directory information" as provided in said Act and, that information relating to students may be made public if said information is in any of the following categories:

- Name of Student, Date of Birth and Grade
- Name, Address and Telephone Number of Student's Parent(s)
- Participation in official recognized activities and sports
- Weight and height of members of athletic teams
- Grade levels completed
- Degrees, honors and awards received
- The most recent previous educational agency or institution attended by the student.
- Photos, such as those taken for yearbooks or other school and District publications, are directory information for those specific purposes only.

Directory information does not include identifying data that references religions, race, color, gender, social position, or nationality.

A parent, or student who is 18, who wishes to make directory information private must notify their principal in writing each year the child attends

district schools. The notification remains in effect until October 15 of the next school year.

Additionally, a parent, or student who is 18, who wishes to refuse the release of directory information to military recruiting officers and post-secondary institutions must notify their principal in writing by October 15 each year.