

August 27, 2024

5:00 Call to Order

Present: Pamela Balabuszko-Reay, Danielle Ricci, Aaron Kvale, James Petry, Areba Bennett, Paul Johnson, Karis Sloss, Buck Campbell (virtual)

Absent:

Consent Agenda:

Approval of Minutes

Adoption of Agenda

Accept Staff Resignations- Johannsen, Pekarna, Mangone

Motion Balabuszko-Reay, second Petry

Affirmative: Balabuszko-Reay, Ricci, Kvale, Petry, Bennett, Johnson

Public Comment

Board Composition - Paul Johnson, Governance Committee

Seat new members- Buck Campbell, Karis Sloss

Board Vacancies- Stennes, Meyer, Paasch

Election of Officers

Candidate Slate

President	Buck Campbell
Vice-President	Paul Johnson
Secretary	Aaron Kvale
Treasurer	Ann Williams

Motion Petry, second Sloss

Affirmative: Balabuszko-Reay, Ricci, Petry, Bennett, Johnson, Sloss

Abstentions: Kvale

Yearly Designations- Board President

1. Board Meeting Schedule 2024-2025

-Day of Month, Start Time, Location

Discussion: Board retreat should be moved to September meeting to accommodate new board members

Motion to approve amended schedule: Bennet, second Balabuszko-Reay

Affirmative: Balabuszko-Reay, Ricci, Petry, Bennett, Johnson, Sloss, Kvale

2. Designation of Depositories – Choice Bank, US Bank

3. Confirm members of the board of directors of MSSPA ABC Building Company

- o Ed Wilms, President
- o Bill Rodgers, Vice President
- o Bonnie Meyer, Secretary

4. MDE Designations

- o Designate MDE Identified Official With Authority (IOWA)

Designation of Identified Official with Authority for the MDE External User Access Recertification System

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

The Board recommends the Board authorize the following:

- o Identified Official with Authority for PiM Arts High School- **Matt McFarlane**
- o Title Grant programs Authorized Representative-**Cassy Schauwitzer**
- o Special Education Director-**Jenn Heieie**

5. Authorized signers at banks

- o Board Chair - Buck Campbell
- o Board Treasurer - *TBD*
- o Executive Director - Matt McFarlane
- o Business Manager - Logan Bitz

6. Delegation of Authority to Make Electronic Funds Transfers

Board Chair, Board Treasurer, Executive Director, or Financial Manager

7. Granting of Administrative Authority: Finance Managers at BerganKDV, Dustin Reeves and Judith Darling are granted Administrative authority to execute and update any and all Cash Management Agreements with US Bank and Choice Bank and to further grant authority to certain BerganKDV employees to perform activities necessary to carry out bank account-related functions and electronic transfers including, but not limited to:

- o Payment of: employee payroll; federal, state, and unemployment taxes (deductions and/or benefits); and other payroll related deductions and benefits (when appropriate)
 - o Payment of contributions to the Teachers Retirement Associations (TRA) and to the Public Employee Retirement Association (PERA) for deductions and benefits.
 - o Payments, including, but not limited to: building lease payments, credit card payments, and other vendor payments (when appropriate).
 - o Other payments authorized by the board of directors
 - o Monitoring, reconciliation, and management of bank transactional activity
 - o Transfer of funds between the school's bank accounts at Choice Bank
 - o Investment of excess funds
 - o Execution and release of pledge agreements
 - o Temporary and permanent ACH Limit changes
 - o Management of Positive Pay system
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8. Credit Card Authorization –Employees authorized to have school issued credit cards and credit limits- Executive Director

9. Designation of Official Newspaper (required for posting of public notices)
-Sun Sailor - (Eden Prairie, Minnetonka, Excelsior)

10. Approval of Daily hours of pay

- Substitute Teachers - \$160/day
- Substitute Paraprofessionals - \$120/day
- Substitute Other positions as needed
- Certified staff- Hourly Work Approval - \$25/hr

- Non-Certified Staff Hourly Work based on Work Agreement\$-20/hr
- Enrichment Class and Activities (Extended contracts) As negotiated

The Executive Director has discretion to adjust these rates should the need occur.

Discussion: BerganKDV was acquired by Creative Planning.

Motion to approve all designations: Balabuzsko-Reay, second Petry

Affirmative: Balabuzsko-Reay, Ricci, Petry, Bennett, Johnson, Sloss, Kvale

11. Finance Committee Report- FY24 Audit underway

- Net loss of \$144,135
 - High cost factors included sudden changes in transportation contracting mid-year, overrun on food service, and other contracted services
 - MacFarlane is reviewing all contracts to identify pathways to streamline services and cut costs
- Budget for this year accounts for 365 ADMs; we are currently at 368
- Incoming 9th-grade class is small, but instrumental music and musical theatre programs have grown
 - Low enrollment may be a result of limited space in visual and media arts classes
- New Smartpass system is being implemented this year and is already helping to create structure and collect data to support student
 - Cost of subscription is close to cost of printing paper passes in previous years

12. Approve May, June, July expenditures

Motion Petry , second Bennett

Affirmative: Balabuzsko-Reay, Ricci, Petry, Bennett, Johnson, Sloss

Abstentions: Kvale

Adjourned at 6:02 PM