

Arcadia Charter School
Approved Annual Meeting Minutes
August 17, 2021

Present:

1. Call to order at 6:35 pm.
2. Verify Quorum - Barb, Tami, Kathleen, Tammy, Melanie, Troy, Kirsten, Laura and Tamra are present.
3. Election of Officers - A quorum is present, but it was decided to postpone election of certain officers until next month when we have all parent board members present.
 - a. Chair - Troy made a motion to elect Melanie Cashin as chair of the board for the upcoming school year, 2021-2022. Tami seconded, motion passed.
 - b. Vice-Chair
 - c. Secretary
 - d. Treasurer - Barb Wornson made a motion to elect Tammy Prichard as treasurer for the following school year, 2021-2022, motion passed.

Motion to approve the following consent agenda: Barb made a motion to approve the consent agenda. Tami was 2nd, the motion was passed.

1. Regular meetings of the Arcadia School Board for the 2021-2022 school year will take place at 6:30pm on the following dates: August 17, September 21, October 19, November 16, December 21, January 18, February 15, March 15, April 19, May 17, June 9.
2. The designation of the August meeting as the approved date of the annual meeting.
3. The appointment of board members of the Arcadia Building Company.
4. The designation of the Northfield News as the official newspaper of the Arcadia School Board.
5. Designation of an Identified Official with Authority for Education Identity Access Management 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 education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education 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 Identified Official with Authority 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. The Director recommends the Board authorize Laura Stelter (lstelter@artech.k12.mn.us, EDIAM user

ID Istelter) to act as the Identified Official with Authority (IOwA) and Kim Hansen (khansen@arcadiacharterschool.org, EDIAM user ID khansen1) act as the IOwA to add and remove names only for Arcadia Charter School 4091-07.

6. The designation of Community Resource Bank as the school Depository
7. The designation of the following individuals as signers for school banks accounts for the 2020-2021 school year:
 - a. Board Chair - Melanie Cashin
 - b. Treasurer - Tammy Prichard
 - c. Laura Stelter as Executive Director
8. Delegation of Authority to Make Electronic Funds Transfers as per the school's EFT policy to:
 - a. Board Chair - Melanie Cashin
 - b. Treasurer - Tammy Prichard
 - c. Laura Stelter as Executive Director
 - d. BerganKDV as the school's Financial Manager
9. Granting of Administrative Authority: Kelly Rimpila and Jenny Abbs are granted Administrative authority to execute and update all Cash Management Agreements with Community Resource Bank and to further grant authority to certain BerganKDV employees to perform activities necessary to carry out bank account-related functions and electronic transfers
10. Authorization of use of facsimile signatures of the Executive Director and Board Members in signing school checks and documents.
11. Authorization of the Director and their Designee to perform duties of clerk and treasurer as mandated by M.S. 123B.14
12. Authorization of the Director to lease/purchase and contract for goods and services within the board approved budget including but not limited to:
 - a. Professional service contracts and agreements
 - b. Communication Services
 - c. Consultation services

Barb made a motion to approve items 1 Through 12 above, seconded by Kathleen, motion approved.

Motion to adjourn annual meeting:

Tami made a motion to adjourn, Kirsten seconded, motion approved at 6:57 pm.