

**Arcadia Charter School
Annual Meeting Agenda
August 22, 2023**

Present:

1. Call to order
2. Verify Quorum Election of Officers
 - a. Chair
 - b. Vice-Chair
 - c. Secretary
 - d. Treasurer

Motion to approve the following agenda:

1. Regular meetings of the Arcadia School Board for the 2023-2024 school year will take place at 6:30pm on the following dates: **August 22, September 19, October 17, November 14, December 19, January 16, February 20, March 19, April 16, May 21, June 11**
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 (lstelster@artech.k12.mn.us, EDIAM user ID lstelster) 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 2023-2024 school year:
 - a. Board Chair

- b. Treasurer
 - 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
 - b. Treasurer
 - c. Laura Stelter as Executive Director
 - d. BerganKDV as the school's Financial Manager
- 9. Granting of Administrative Authority: Mindy Wachter is 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 <https://www.revisor.mn.gov/statutes/cite/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
- 13. Review and approve the [World's Best Workforce Goals](#) for 2023-2024

Motion to adjourn annual meeting: