

## **Minutes of the School Board Annual Organizational Meeting**

Of the School Board of Independent School District No. 709 held at the Historic Old Central High School, 215 North First Avenue East, Duluth, Minnesota 55802, on

Monday, January 7, 2013 at 6:30 p.m.

### **Members Present:**

Mary Cameron  
Art Johnston  
Tom Kasper  
Mike Miernicki  
Judy Seliga Punyko  
Ann Wasson  
Bill Westholm

### **Others Present:**

Bill Gronseth, Superintendent  
Bill Hanson, Deputy Clerk  
Melinda Thibault, Secretary

➤ Chair Wasson called the organizational meeting of the school board to order at 6:30 PM.

1. Call to Order by Member Wasson as Temporary Chairperson
2. Approval of Agenda
3. Election of Chairperson
4. Election of Vice-Chairperson
5. Election of Clerk
6. Election of Treasurer
7. Appointment of Deputy Clerk
8. Appointment of Board Secretary
9. Resolution B-1-13-3061 – Setting Meeting Dates/Times
10. Resolution B-1-13-3062 – Designation of Depositories and Acceptance of Collateral
11. Resolution B-1-13-3063 – Designation of Authority to Perform Electronic Fund Transfers
12. Resolution B-1-13-3064 – Authorization for the Superintendent of Schools and Director of Business Services to Sign Contracts and Grants
13. Resolution B-1-13-3065 – Selection of District's Legal Counsel
14. Resolution B-1-13-3066 – Selection of District's Official Newspaper
15. Adjournment

**M-Seliga Punyko, S-Kasper, to approve the agenda.**

**M-Johnston, S-Kasper, to add a resolution that had been approved in the past, read as:  
RESOLVED By the School Board of Independent School District 709, St. Louis County,  
Minnesota, that all policies, rules, regulations and by-laws of Independent School District 709 as  
previously adopted and amended are hereby adopted.**

Discussion took place regarding adding the resolution to the agenda.

**Upon a vote on Member Johnston's motion, the same failed 1-5-1**

**Yea: Johnston**

**Nay: Cameron, Kasper, Seliga Punyko. Wasson, Westholm**

**Abstain: Miernicki**

**Upon a vote to approve the agenda as presented the same was approved – unanimously.**

4. **Election of Chairperson**

Chair Wasson opened the nominations for the office of chairperson.  
Member Seliga Punyko nominated Member Kasper for the office of Chairperson.  
Chair Wasson closed the nominations for the office of Chairperson.

**Chair Wasson announced that Member Kasper is the Chairperson by acclamation.**

5. **Election of Vice Chairperson**

Chair Kasper opened the nominations for the office of Vice Chairperson  
Member Wasson nominated Member Westholm as Vice Chairperson  
Member Johnston nominated Member Johnston as Vice Chairperson  
Chair Kasper closed the nominations for the office of Vice Chairperson

**Chair Kasper announced that Member Westholm is elected as Vice Chairperson 6-1 as follows:**

**Westholm - Cameron, Kasper, Seliga Punyko, Miernicki, Wasson, Westholm  
Johnston - Johnston.**

6. **Election of Clerk**

Chair Kasper opened the nominations for the office of clerk.  
Member Wasson nominated Member Miernicki for office of clerk.  
Member Johnston nominated Member Cameron, for the office of clerk, who declined.  
Member Johnston nominated Member Johnston for the office of clerk.  
Chair Kasper closed the nominations for the office of clerk.

**Chair Kasper announced that Member Miernicki was elected as Clerk 5-2 as follows:**

**Miernicki – Cameron, Kasper, Seliga Punyko, Wasson, Westholm  
Johnston – Johnston, Miernicki**

7. **Election of Treasurer**

Chair Kasper opened the nominations for the office of treasurer.  
Chair Kasper nominated Member Seliga Punyko for the office of treasurer.  
Member Johnston nominated Member Johnston for the office of treasurer.  
Chair Kasper closed the nominations for the office of treasurer.

Each nominee briefly discussed their interest in the office of treasurer.

**Chair Kasper announced that Member Seliga Punyko was elected as Treasurer 6-1 as follows:**

**Seliga Punyko – Cameron Kasper, Miernicki, Seliga Punyko, Wasson, Westholm  
Johnston – Johnston**

8. **Appointment of Deputy Clerk**

Chair Kasper appointed Bill Hanson as Deputy Clerk.

9. **Appointment of Board Secretary**

Chair Kasper appointed Melinda Thibault as School Board Secretary.

**10. Resolution B-1-13-3061 – Setting Meeting Dates/Times**

Member Cameron presented the resolution as follows:

**RESOLUTION**  
**Selection of Meeting Dates/Times**

RESOLVED, By the School Board of Independent School District No. 709, St. Louis County, Minnesota, that the Regular meetings of the School Board shall be held the third Monday of each month at 6:30 p.m. at the Central Administration Building unless otherwise scheduled by the School Board.

B-1-13-3061

January 7, 2013

**M-Cameron, S-Wasson to approve Resolution B-1-13-3061, Selection of Meeting Dates/Times.**

Discussion took place regarding the resolution.

**Upon a vote taken on the resolution, the same was approved 6-1 as follows:**

**Yea: Cameron, Kasper, Miernicki, Seliga Punyko, Wasson, Westholm**

**Nay: Johnston**

**11. Resolution B-1-13-3062 - Designation of Depositories and Acceptance of Collateral**

Member Westholm presented the resolution as follows:

**RESOLUTION**  
**Designation of Depositories and Acceptance of Collateral**

RESOLVED, By the School Board of Independent School District No. 709, St. Louis County, Minnesota, that Duluth Teachers Credit Union, US Bank, North Shore Bank of Commerce, Wells Fargo Bank, Park State Bank, BMO Harris Bank, Associated Bank, and Western Bank shall be depositories of the funds of this School District for up to a one year period commencing January 1, 2013, and said banks shall be required to deposit with said district collateral securities, subject to approval by the School Board, and kept in trust;

RESOLVED, That the collateral securities pledged by Duluth Teachers Credit Union and placed in trust at Federal Reserve Bank of Boston; North Shore Bank of Commerce and placed in trust at U S Bank N. A.; U S Bank and placed in trust at Federal Reserve Bank of Boston; Key Bank and placed in trust at Federal Reserve Bank of Boston; all as provided by law and evidence by trust agreements executed by the Treasurer of the School Board, an officer of the depository bank, and acknowledged by an officer of the bank holding the securities in trust, shall be approved.

**DULUTH TEACHERS CREDIT UNION –**

\$250,000.00 FHLB, Cusip xxxxxxNU1, due 12/12/2014  
\$250,000.00 FHLB, Cusip xxxxxxXW7, due 11/27/2013  
\$250,000.00 FHLB, Cusip xxxxxxKY2, due 5/30/2013  
\$250,000.00 FHLB, Cusip xxxxxxP93, due 12/13/2013

**NORTH SHORE BANK OF COMMERCE –**

\$200,000.00 FFCB, Cusip xxxxxxGL6, due 3/9/2015  
\$100,000.00 FHLB, Cusip xxxxxxV27, due 12/30/2013

**BMO HARRIS BANK –**

Authorized up to maximum of \$250,000 on deposit at any one time

**U S BANK –**

\$2,760,000.00 FHLMC, Cusip xxxxxxRME1, due 11/1/2036  
\$700,000.00 FHLMC, Cusip xxxxxxRMB7, due 3/1/2036

**KEYBANK –**

\$42,062,818.95 FHLMC, Cusip xxxxxxdp8, due 9/15/2024

**WELLS FARGO BANK –**

Authorized up to maximum of \$250,000 on deposit at any one time

**PARK STATE BANK –**

Authorized up to maximum of \$250,000 on deposit at any one time

**WESTERN BANK –**

Authorized up to maximum of \$250,000 on deposit at any one time

RESOLVED, That the Treasurer, Clerk, and/or Director of Business Services shall be authorized to arrange for the exchange, release, or placing of additional collateral, provided that in all instances such exchange, releases, or placing of additional collateral shall be approved by the school board and all new collateral shall be placed in trust with the respective aforementioned institutions.

B-1-13-3062

January 7, 2013

**M-Westholm, S-Wasson to approve Resolution B-1-13-3062 - Designation of Depositories and Acceptance of Collateral. Upon a vote taken on the resolution, the same was approved – unanimously.**

**12. Resolution B-1-13-3063 - Designation of Authority to Perform Electronic Fund Transfers**

Member Seliga Punyko presented the resolution as follows:

**RESOLUTION**

**Designation of Authority to Perform Electronic Fund Transfers**

RESOLVED, By the School Board of Independent School District No. 709, St. Louis County, Minnesota, that the Director of Business Services has the authority to designate a district employee/employees to initiate electronic fund transfers, as required by MS 471.38.

Resolution B-1-13-3063

January 7, 2013

**M-Seliga Punyko, S-Wasson, to approve Resolution B-1-13-3063 - Designation of Authority to Perform Electronic Fund Transfers. Upon a vote taken on the resolution, the same was approved – unanimously.**

**13. Resolution B-1-13-3064 - Authorization for the Superintendent of Schools and Director of Business Services to Sign Contracts and Grants**

Member Wasson presented the resolution as follows:

**RESOLUTION**

**Authorization for Superintendent of Schools and Director of Business Services to Sign Contracts and Grants**

RESOLVED, By the School Board of Independent School District 709, St. Louis County, Minnesota, that to increase operational efficiency, it is requested that authorization to sign revenue contracts and expenditure contracts for the lease, purchase, and contract for goods or services within budgetary and policy limits up to \$25,000 be granted to the Superintendent of Schools and Director of Business Services. This delegation of authorization is allowable under Minnesota Statute 123B.52 subd. 2. The superintendent's designee will review each contract before execution.

RESOLVED, By the School Board of Independent School District 709, St. Louis County, Minnesota, that the Superintendent of Schools, or in his/her absence the Director of Business Services, be designated the legal authorized representative to sign applications and execute grant documents for and in behalf of the school district in connection with federal and state laws and funding authorities and local, public, and private funding agencies that offer categorical financial support to this school district.

Resolution B-1-13-3064

January 7, 2013

**M-Wasson, S-Seliga Punyko, to approve Resolution B-1-13-3064 - Authorization for the Superintendent of Schools and Director of Business Services to Sign Contracts and Grants. Upon a vote on Resolution B-1-13-3064 – the same was approved – unanimously.**

**14. Resolution B-1-13-3065 – Selection of District's Legal Counsel**

Member Wasson presented the resolution as follows:

**RESOLUTION**

**Selection of District's Legal Counsel**

RESOLVED, By the School Board of Independent School District No. 709, St. Louis County, Minnesota that, the following firms have been selected as legal counsel for the District.

Fryberger, Buchanan, Smith & Frederick, P.A.  
700 Lonsdale Building  
302 West Superior Street  
Duluth, MN 55802

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Ratwik, Roszak & Maloney  
300 US Trust Building  
730 Second Avenue South  
Minneapolis, MN 55402

Dryer, Storaasli, Knutson & Pommerville  
202 West Superior Street, Suite 200  
Duluth, MN 55802

Rupp, Anderson, Squires & Waldspurger, P.A.  
527 Marquette Avenue South, Suite 1200  
Minneapolis, MN 55402  
612. 436.4300 (office)  
612.436.4340 (fax)

RESOLVED, that the authorized contact persons for the District are as follows:

Chair of the School Board  
Superintendent of Schools  
Executive Assistant to Superintendent  
Assistant Superintendent  
Director of Business Services  
Director of Special Education  
Manager of Facilities  
Finance Manager  
Business Services Secretary  
Human Resources Manager for Certified Staff  
Human Resources Manager for Non-Certified Staff  
Human Resources Secretary

Resolution B-1-13-3065

January 7, 2013

**M-Wasson, S-Seliga Punyko, to approve Resolution B-1-13-3065 – Selection of District's Legal Counsel.**

Discussion took place regarding the resolution.

**Upon a vote Resolution B-1-13-3065, the same was approved 6-1 as follows:**

**Yea: Cameron, Kasper, Miernicki, Seliga Punyko, Wasson, Westholm**  
**Nay: Johnston**

15. **Resolution B-1-13-3066 – Selection of District’s Official Newspaper**

Member Miernicki presented the resolution as follows:

**RESOLUTION**  
**Selection of District’s Official Newspaper**

RESOLVED, By the School Board of Independent School District No. 709, St. Louis County, Minnesota, that the District’s official newspaper will continue to be the Duluth News Tribune.

Resolution B-1-13-3066

January 7, 2013

**M-Miernicki, S-Westholm, to approve Resolution B-1-13-3066 – Selection of District’s Official Newspaper.**

Discussion took place regarding the resolution.

**Upon a vote taken on the Resolution B-1-13-3066 – Selection of District’s Official Newspaper, the same was approved 6-1 as follows:**

**Yea: Cameron, Kasper, Miernicki, Seliga Punyko, Wasson, Westholm**

**Nay: Johnston**

16. **Adjournment**

Chair Kasper adjourned the annual organizational school board meeting of January 7, 2013 at 7:12 p.m.