

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 4, 2016 at 4:30 p.m.

Members Present:

Annie Harala
Art Johnston
David Kirby
Rosie Loeffler-Kemp
Alanna Oswald
Nora Sandstad

Others Present:

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

Members Absent:

Harry Welty

➤ Vice-Chair Harala called the organizational meeting of the school board to order at 4:30 PM.

1. Call to Order by Member Harala as Temporary Chairperson
2. Roll Call
3. Approval of Agenda
4. Election of Chairperson
5. Election of Vice-Chairperson
6. Election of Clerk
7. Election of Treasurer
8. Appointment of Deputy Clerk
9. Appointment of Board Secretaries
10. Resolution B-1-16-3323 – Setting Meeting Dates/Times
11. Resolution B-1-16-3324 – Designation of Depositories and Acceptance of Collateral
12. Resolution B-1-16-3325 – Designation of Authority to Perform Electronic Fund Transfers
13. Resolution B-1-16-3326 – Authorization for the Superintendent of Schools and Director of Business Services to Sign Contracts and Grants
14. Resolution B-1-16-3327 – Selection of District's Legal Counsel
15. Resolution B-1-16-3328 – Selection of District's Official Newspaper
16. Resolution B-1-16-3329 – Accepting the Nine Tools of Civility
17. Resolution B-1-16-3330 – Approving the Continued Participation of Student School Board Representatives
18. Adjournment

The Oath of Office was given to the new school board members at roll call.

M-Loeffler-Kemp, S-Kirby, to approve the agenda. Upon a vote to approve the agenda as presented the same was approved – 6-0.

4. Election of Chairperson

Member Harala opened the nominations for the office of chairperson.
Member Kirby nominated Member Harala for the office of Chairperson.
Member Harala closed the nominations for the office of Chairperson.

Member Harala announced that Member Harala is elected as Chairperson 5-1 as follows:

Harala: 5 – Harala, Kirby, Loeffler-Kemp, Oswald, Sandstad
Abstain: 1 – Johnston

5. Election of Vice Chairperson

Chair Harala opened the nominations for the office of Vice Chairperson.
Member Loeffler-Kemp nominated Member Kirby as Vice Chairperson.
Member Johnston nominated Member Loeffler-Kemp as Vice Chairperson.
Chair Harala closed the nominations for the office of Vice Chairperson.

Chair Harala announced that Member Kirby is elected as Vice Chairperson 4-2 as follows:

Kirby: 4 – Harala, Kirby, Loeffler-Kemp, Sandstad
Loeffler-Kemp: 2 – Johnston, Oswald

6. Election of Clerk

Chair Harala opened the nominations for the office of clerk.
Member Sandstad nominated Member Loeffler-Kemp for office of clerk.
Member Oswald nominated Member Johnston for office of clerk.
Chair Harala closed the nominations for the office of clerk.

Chair Harala announced that Member Loeffler-Kemp is elected as Clerk 4-2 as follows:

Loeffler-Kemp: 4 – Harala, Kirby, Loeffler-Kemp, Sandstad
Johnston: 2 – Johnston, Oswald

7. Election of Treasurer

Chair Harala opened the nominations for the office of treasurer.
Member Loeffler-Kemp nominated Member Sandstad for the office of treasurer.
Chair Harala closed the nominations for the office of treasurer.

Chair Harala announced that Member Sandstad is elected as Treasurer 5-1 as follows:

Sandstad: 5 – Harala, Kirby, Loeffler-Kemp, Oswald, Sandstad
Abstain: 1 - Johnston

8. Appointment of Deputy Clerk

Chair Harala appointed Bill Hanson as Deputy Clerk.

9. Appointment of Board Secretaries

Chair Harala appointed Melinda Thibault and Sue Talerico as School Board Secretaries.

10. Resolution B-1-16-3323 – Setting Meeting Dates/Times

Member Oswald 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-1-16-3323

January 4, 2016

M-Oswald, S-Sandstad, to approve Resolution B-1-16-3323, Selection of Meeting Dates/Times. Upon a vote taken, the same was approved – 6-0.

11. Resolution B-1-16-3324 - Designation of Depositories and Acceptance of Collateral

Member Kirby 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, 2016, 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.; 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 FNSM, Cusip xxxxxxVM2, due 3/14/2017

\$500,000.00 FHOR, Cusip xxxxxxKG7, due 4/10/2018

\$250,000.00 FNNT, Cusip xxxxxx7E5, due 11/28/2016

NORTH SHORE BANK OF COMMERCE –

\$100,000.00 FHLB, Cusip xxxxxxCV7, due 3/10/2017

\$200,000.00 FHLB, Cusip xxxxxxDG1, due 5/30/2019

BMO HARRIS BANK –

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

U S BANK –

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

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KEYBANK –

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

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-1-16-3324

January 4, 2016

M-Kirby, S-Sandstad, to approve Resolution B-1-16-3324 - Designation of Depositories and Acceptance of Collateral. Upon a vote taken, the same was approved – 6-0.

12. **Resolution B-1-16-3325 - Designation of Authority to Perform Electronic Fund Transfers**

Member Johnston 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 CFO/Executive 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-1-16-3325

January 4, 2016

M-Johnston, S-Sandstad, to approve Resolution B-1-16-3325 - Designation of Authority to Perform Electronic Fund Transfers. Upon a vote taken, the same was approved – 6-0.

13. Resolution B-1-16-3326 - Authorization for the Superintendent of Schools and Director of Business Services to Sign Contracts and Grants

Member Sandstad presented the resolution as follows:

RESOLUTION

Authorization for Superintendent of Schools and CFO/Executive 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 CFO/Executive 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 CFO/Executive 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.

RESOLVED, By the School Board of ISD 709, St. Louis County, Minnesota that a list of all the above contracts and grants hereby approved by the Superintendent or the CFO/Executive Director of Business Services will be provided as an informational item at the first possible regular School Board Meeting following the approval action.

Resolution B-1-16-3326

January 4, 2016

M-Sandstad, S-Oswald, to approve Resolution B-1-16-3326 - Authorization for the Superintendent of Schools and CFO/Executive Director of Business Services to Sign Contracts and Grants. Upon a vote taken on the resolution – the same was approved – 6-0.

14. Resolution B-1-6-3327 – Selection of District's Legal Counsel

Member Loeffler-Kemp 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.

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

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
CFO/Executive Director of Business Services
Director of Special Education
Manager of Facilities
Finance Manager
Business Services Secretary
Senior Human Resources Manager
Human Resources Manager for Non-Certified Staff
Human Resources Benefits Coordinator

Resolution B-1-16-3327

January 4, 2016

M-Loeffler-Kemp, S-Sandstad, to approve Resolution B-1-16-3327 – Selection of District’s Legal Counsel. Upon a vote taken on the resolution as presented, the same was approved – 5-1 as follows:

Yea: Harala, Kirby, Loeffler-Kemp, Oswald, Sandstad

Nay: Johnston

15. Resolution B-1-16-3328 – Selection of District’s Official Newspaper

Member Oswald 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-1-16-3328

January 4, 2016

M-Oswald, S-Loeffler-Kemp, to approve Resolution B-1-16-3328 – Selection of District’s Newspaper. Upon a vote taken on the resolution, the same was approved – 6-0.

16. Resolution B-1-16-3329 – Accepting the Nine Tools of Civility

Member Kirby presented the resolution as follows:

RESOLUTION
ACCEPTING THE NINE TOOLS OF CIVILITY

WHEREAS, The residents of Duluth Public Schools ISD 709 place a high value on respect and civility in their lives and they understand that these characteristics are essential to any healthy community; and

WHEREAS, The School Board of Independent School District No. 709 supports opportunities for civil discourse and discussion in the community and within the School District; and

WHEREAS, The School Board of Independent School District No. 709 addresses sometimes controversial issues about which people often feel passionately and which at times leads to uncivil behavior; and

WHEREAS, An atmosphere of incivility and disrespect can have a damaging effect on the proceedings, on the quality of debate, and on the practice of democracy itself.

THEREFORE, BE IT RESOLVED THAT the School Board of Independent School District No. 709 recognizes nine tools of civility as encouraged by Speak Your Peace: The Civility Project that will provide increased opportunities for civil discourse in order to find positive resolutions to the issues that face our community. These tools include:

1. Pay attention
2. Listen
3. Be inclusive
4. Don’t gossip
5. Show respect
6. Be agreeable
7. Apologize
8. Give constructive criticism
9. Take responsibility

10. Be honest and care for others (addition)

11. Show your evidence; share your reasoning (addition)

BE IT FURTHER RESOLVED THAT the School Board of Independent School District No. 709 shall promote the use and adherence of these tools in conducting the business of the School Board.

Resolution B-1-16-3329

January 4, 2016

M-Kirby, S-Loeffler-Kemp, to approve Resolution B-1-16-3329 – Accepting the Nine Tools of Civility.

M-Johnston, S-Oswald, to add an Item number 10 - Be Honest and Care for Others.

Discussion took place regarding the proposed amendment.

Upon a vote upon the proposed amendment, the same passed 6-0.

M-Johnston, S-Oswald, to add an Item number 11 - Show Your Evidence, Share Your Reasoning.

Discussion took place regarding the amendment.

Upon a vote upon the second proposed amendment, the same passed 6-0.

Upon a vote taken on the resolution as amended, the same was approved – 6-0.

17. **Resolution B-1-16-3330 – Approving the Continued Participation of Student School Board Representatives**

Member Johnston presented the resolution as follows:

R E S O L U T I O N
APPROVING THE CONTINUED PARTICIPATION OF STUDENT SCHOOL BOARD
REPRESENTATIVES

WHEREAS, The School Board of Duluth Public Schools ISD 709 has included Student School Board Representatives since January 2005; and

WHEREAS, Student school board representatives provide the school board with a student voice and youth perspective; and

WHEREAS, The Minnesota School Boards Association encourages school boards to develop a process to include student representatives; and

WHEREAS, The Superintendent and high school principals have reviewed and revised where necessary the selection process for appointing student school board representatives.

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THEREFORE, BE IT RESOLVED THAT the School Board of Independent School District 709 approves the continued participation of one Student School Board Representative from Denfeld, East **and the Alternative** high schools.

BE IT FURTHER RESOLVED THAT the term for the 2016 Student School Board Representatives will be January 4, 2016 to January 3, 2017.

Resolution B-1-16-3330

January 04, 2016

M-Johnston, S-Sandstad, to approve Resolution B-1-16-3330 – Approving the Continued Participation of Student School Board Representatives.

M-Oswald, S-Johnston, to amend the resolution to add a representative from the alternative programs held in this building. Upon a vote taken on the amendment, the same was approved – 6-0.

Upon a vote on the resolution as amended, the same was approved – 6-0.

18. **Adjournment**

Chair Harala adjourned the annual organizational school board meeting of January 4, 2016 at 5:08 p.m.