

## 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 6, 2014 at 6:30 p.m.

### Members Present:

Annie Harala  
Art Johnston  
Rosie Loeffler-Kemp  
Mike Miernicki  
Judy Seliga Punyko  
Harry Welty  
Bill Westholm

### Others Present:

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

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

1. Call to Order by Member Westholm as Temporary Chairperson
2. Oath of Office
3. Roll Call
4. Approval of Agenda
5. Election of Chairperson
6. Election of Vice-Chairperson
7. Election of Clerk
8. Election of Treasurer
9. Appointment of Deputy Clerk
10. Appointment of Board Secretary
11. Resolution B-1-14-3151 – Setting Meeting Dates/Times
12. Resolution B-1-14-3152 – Designation of Depositories and Acceptance of Collateral
13. Resolution B-1-14-3153 – Designation of Authority to Perform Electronic Fund Transfers
14. Resolution B-1-14-3154 – Authorization for the Superintendent of Schools and Director of Business Services to Sign Contracts and Grants
15. Resolution B-1-14-3155 – Selection of District's Legal Counsel
16. Resolution B-1-14-3156 – Selection of District's Official Newspaper
17. Adjournment

➤ Superintendent Gronseth presented the new board members and administered the Oath of Office.

**M-Seliga Punyko, S-Westholm, to approve the agenda. Upon a vote to approve the agenda as presented the same was approved – unanimously.**

### **5. Election of Chairperson**

Member Westholm opened the nominations for the office of chairperson.  
Member Westholm nominated Member Miernicki for the office of Chairperson.  
Member Westholm closed the nominations for the office of Chairperson.

**Member Westholm announced that Member Miernicki is elected as Chairperson by acclamation.**

### **6. Election of Vice Chairperson**

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Chair Miernicki opened the nominations for the office of Vice Chairperson  
Chair Miernicki nominated Member Westholm as Vice Chairperson  
Chair Miernicki closed the nominations for the office of Vice Chairperson

**Chair Miernicki announced that Member Westholm is elected as Vice Chairperson by acclimation.**

7. **Election of Clerk**

Chair Miernicki opened the nominations for the office of clerk.  
Member Welty nominated Member Johnston for office of clerk.  
Chair Miernicki nominated Member Seliga Punyko for the office of clerk.  
Chair Miernicki closed the nominations for the office of clerk.

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

**Seliga Punyko – Harala, Loeffler-Kemp, Miernicki, Seliga Punyko, Westholm  
Johnston – Johnston, Welty**

8. **Election of Treasurer**

Chair Miernicki opened the nominations for the office of treasurer.  
Member Seliga Punyko nominated Member Loeffler-Kemp for the office of treasurer.  
Chair Miernicki closed the nominations for the office of treasurer.

**Chair Miernicki announced that Member Loeffler-Kemp was elected as Treasurer by Acclimation.**

9. **Appointment of Deputy Clerk**

Chair Miernicki appointed Bill Hanson as Deputy Clerk.

10. **Appointment of Board Secretary**

Chair Miernicki appointed Melinda Thibault as School Board Secretary.

11. **Resolution B-1-14-3151 – Setting Meeting Dates/Times**

Member Miernicki 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-1-14-3151

January 6, 2014

**M-Miernicki, S-Welty. to approve Resolution B-1-14-3151, Selection of Meeting**

**Dates/Times.**

Discussion took place regarding the resolution.

**Upon a vote taken, the same was approved 6-0 as follows:**

**Yea: Harala, Loeffler-Kemp, Miernicki, Seliga Punyko, Welty, Westholm**

**Abstain: Johnston**

**12. Resolution B-1-14-3152 - Designation of Depositories and Acceptance of Collateral**

Member Seliga Punyko 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, 2014, 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 FHLB, Cusip xxxxxxNU1, due 12/12/2014

\$500,000.00 FHOR, Cusip xxxxxxS36, due 8/07/2017

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

**NORTH SHORE BANK OF COMMERCE –**

\$200,000.00 FFCB, Cusip xxxxxxGL6, due 3/9/2015

**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

**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-1-14-3152

January 6, 2014

**M-Seliga Punyko, S-Harala, to approve Resolution B-1-14-3152 - Designation of Depositories and Acceptance of Collateral. Upon a vote taken, the same was approved – unanimously.**

**13. Resolution B-1-14-3153 - Designation of Authority to Perform Electronic Fund Transfers**

Member Westholm 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-1-14-3153

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**M- Westholm, S-Welty, to approve Resolution B-1-14-3153 - Designation of Authority to Perform Electronic Fund Transfers. Upon a vote taken, the same was approved – unanimously.**

**14. Resolution B-1-14-3154 - Authorization for the Superintendent of Schools and Director of Business Services to Sign Contracts and Grants**

Member Harala 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.

*(Amendment) Resolved, By the School Board of ISD 709, St. Louis Country, Minnesota that a list of all the above contracts and grants hereby approved by the Superintendent or the 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-1-14-3154

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**M-Harala, S-Westholm, to approve Resolution B-1-14-3154 - Authorization for the Superintendent of Schools and Director of Business Services to Sign Contracts and Grants.**

**M-Johnston, S-Welty, to amend the resolution and add the following after the last paragraph – Resolved, By the School Board of ISD 709, St. Louis Country, Minnesota that a list of all the above contracts and grants hereby approved by the Superintendent or the Director of Business Services will be provided as an informational item at the first possible regular school Board Meeting following the approval action.**

Discussion took place regarding the amendment.

**Upon a vote on the amendment the same passed - unanimously**

**Upon a vote taken on the resolution as amended – the same was approved – unanimously.**

**15. Resolution B-1-14-3155 – Selection of District’s Legal Counsel**

Member Johnston 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

Ratwik, Roszak & Maloney

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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 Benefits Coordinator

Resolution B-1-14-3155

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**M-Johnston, S-Loeffler-Kemp, to approve Resolution B-1-14-3155 – Selection of District’s Legal Counsel.**

Discussion took place regarding the resolution.

**Upon a vote taken, the same was approved – unanimously.**

**16. Resolution B-1-14-3156 – Selection of District’s Official Newspaper**

Member Loeffler-Kemp 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-1-14-3156

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**M-Loeffler-Kemp, S-Westholm, to approve Resolution B-1-14-3156 – Selection of District’s Official Newspaper.**

Discussion took place regarding the resolution.

**Upon a vote taken on the resolution, the same was approved – unanimously.**

**17. Adjournment**

Member Welty requested a printed copy of the official policy book.

Chair Miernicki stated that administration would review the agenda for the annual meeting to confirm the necessity of the items.

Discussion took place regarding civility/cooperation among board members.

Chair Miernicki adjourned the annual organizational school board meeting of January 6, 2014 at 7:12 p.m.