

MEMO

To: Duluth School Board
From: Douglas A. Hasler, CFO *DH*
Date: May 3, 2018
Re: Policy Changes

In the April Business Committee meeting, a number of existing Board policies were proposed (on first reading) for deletion in coordination with the proposed adoption (also on first reading) of Board Policy 202. In discussion of these changes, Board members expressed interest in making sure that important provisions included in the deleted policies were not “lost” in the event that similar language was not included in Board Policy 202.

I have reviewed all of these policies, specifically policies 8095 (Procedures During Meetings), 9015 (Officers), 9050 (Duties of the Chairperson), 9055 (Duties of the Clerk), and 9060 (Duties of the Treasurer), as well as proposed Board Policy 202 (School Board Officers Bylaw). Based on my review, I find most of the language of the policies proposed for deletion is covered in the proposed Board Policy 202. There are some exceptions, as I outline below:

- Policy 8095 – This existing policy includes language concerning the use of Robert’s Rules of Order, the recording of meetings, and a prohibition against Board members and participants from using recording devices in Executive Closed Sessions that are not included in Board Policy 202.
- Policy 9050 – The existing policy includes language which authorizes the Chairperson to appoint all standing and special committees which is not included in Board Policy 202.

It should be noted that the duties of the clerk and the treasurer as described in proposed Policy 202 are not identical to the description of such duties under Board Policies 9055, and 9060. However, proposed Policy 202 is based on MSBA's model policy and tracks very closely to the duties of these Board officers as provided in Minnesota Statute.

You will notice that there is a proposed resolution that addresses the delegation of the duties of the Board clerk and treasurer. Such a resolution is authorized under the policy and the Minnesota statute. (MS 123B.14)

All of the policies which were proposed for deletion (on first reading) as part of the Business Committee report in April appear unchanged on the May agenda, where such policies are on second reading. If the Board determines that language which has been included in the policies proposed for deletion, but which is not included in proposed Policy 202 should be retained, you can continue these policies on second reading pending inclusion of such language that you find to be necessary. It would also be an option for you to approve the policy changes on second reading in May, and request further policy changes at a future time.

As I think we can all agree, transitioning our existing policies to the MSBA Model policies can be a complicated endeavor. Thank you for your patience throughout this process. I look forward to discussion of these policy issues in our May Business Committee meeting.

