

Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, August 16, 2011

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

6:30 PM

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of the Agenda**
5. **Reading and Approving Minutes**
 - A. Regular School Board Meeting of July 19, 2011 2
6. **Audience**
7. **Reading Communications, Petitions, Etc.** 12
8. **Report of the Superintendent**
 - A. Schedule of Meetings and Events 13
9. **Report of Standing Committees**
 - A. Education Committee (*see separate report*)
 - B. Human Resources Committee (*see separate report*)
 - C. Business Committee (*see separate report*)
10. **Special Resolutions - None**
11. **Questions / Other**
12. **Adjournment**

Minutes of the Regular School Board 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

Tuesday, July 19, 2011

Members Present:

Mary Cameron
Gary Glass
Tim Grover
Tom Kasper
Art Johnston
Judy Seliga Punyko
Ann Wasson

Others Present:

I.V. Foster, Superintendent
Bill Hanson, Deputy Clerk
Melinda Thibault, Secretary

Student Representatives

Marcus Jahn

Chair Seliga Punyko called the regular school board meeting of July 19, 2011 to order at 6:30 p.m., and the pledge of allegiance to the American flag was given.

M-Wasson, S-Cameron, to approve the agenda as presented.

Member Johnston stated that he had submitted agenda items that were not put on and that he will submit them again next month.

Upon a vote, the same passed – unanimously.

Chair Seliga Punyko asked school board members if there were any corrections or changes to the minutes of the regular school board meeting of June 21, 2011.

M-Wasson, S-Cameron, to approve the minutes of the June 21, 2011 regular school board meeting.

Member Johnston listed the following corrections: Page 1 – called to order at 6:40, Page 2 – a letter was submitted by a county commissioner, Page 3 – Member Grover withheld Item 3.E., Page 12 – the order items were withheld are out of order, and Member Grover withheld Item 1.B., Page 13 – the meeting was adjourned at 9:57.

Upon a vote, the same was approved as amended – unanimously.

Chair Seliga Punyko asked school board members if there were any corrections or changes to the minutes of the special school board meeting of June 27, 2011.

M-Wasson, S-Grover, to approve the minutes of the June 27, 2011 special school board meeting.

Member Johnston noted that on Page 1 - the meeting was held on Monday and on page 6 the votes on the first two listed (to postpone and to put up for a vote) were transposed. The first was 3-4 with Kasper voting yes and the second was 2-5 with Kasper voting no.

Upon a vote, the same was approved as amended – unanimously.

Chair Seliga Punyko asked school board members if there were any corrections or changes to the minutes of the special school board meeting of July 11, 2011.

M-Wasson, S-Cameron, to approve the minutes of the July 11, 2011 special school board meeting.

Member Johnston noted that I.V. Foster attended the meeting and not Keith Dixon.

Upon a vote, the same was approved as amended – unanimously.

Public Comments
July 2011

Marcia Stromgren, 6179 Lakewood, spoke to the board regarding her concern with the Long Range Facilities Plan and increased tax costs.

Communications, Petitions, Etc.
July 2011

Superintendent Foster acknowledged the communications received.

Superintendent's Report
July 2011

Superintendent Foster reviewed his activities since starting his position with the District and stated that he looks forward to working with the board.

Education Committee Report
July 2011

Member Wasson presented the Education Committee report, a copy of same being in the hands of each school board member.

M-Wasson, S-Kasper, to approve the Education Committee Report as presented.

Member Kasper withheld Item 3.A.1)

Member Kasper withheld Item 3.A.1) – Lake Superior Swim Club Formal Proposal and Presentation to note that he is pleased that the schools will be utilized by the students and community in this capacity. Member Glass noted that he would like to see more detail on how they could share the costs to run the pools.

Member Kasper noted that there were three graduations held on one night and that he would have liked to attend them all and asked that they not be held on the same nights in the future.

Upon a vote, the same was approved – unanimously.

Member Wasson presented the resolution:

RESOLUTION

Acceptance of Grant Awards to Duluth Public Schools

WHEREAS, Minnesota Statute 465.03 requires a school district to accept grants by resolution expressed in the terms prescribed by the donor in full; and,

WHEREAS, acceptance of the grant in accordance with the donor's terms is in the best interest of the Duluth Public Schools:

NOW, THEREFORE, BE IT RESOLVED that the Duluth Public Schools does accept the below-described grants from said organizations in accordance with the terms set forth herein.

BE IT FURTHER RESOLVED that the Duluth Public Schools wishes to extend its grateful appreciation to these various organizations.

	Organization	Author/Contact	Project Title	Award Amount	Terms
1.	Ordean Foundation	Deidre Quinlan, Habitat Director	Habitat Infant/Toddler Childcare Center	\$40,000	Funds from this grant award will be used to support the Habitat Infant/Toddler Childcare Center

Resolution E-7-11-2912

July 19, 2011

Member Kasper noted that he would like to see the possible hiring of a grants writer to expand the District's opportunities. Superintendent Foster stated that he will be looking into the issue.

M-Wasson, S-Kasper, to approve Resolution E-7-11-2912 - Acceptance of Grant Awards to the Duluth Public Schools. Upon a vote taken, the same was approved – unanimously.

Human Resources Committee Report

July 2011

Member Cameron presented the Human Resources Committee report, a copy of same being in the hands of each school board member.

M-Cameron, S-Wasson, to approve the individual contract for Sarah Dixon.

Member Johnston asked for clarification on these contracts. Tim Sworsky, Human Resources Manager stated that the District is the fiduciary manager and that the contracts are cost neutral. Member Glass questioned why we are continuing to house this program.

Upon a vote taken, the same was approved – 6-1 as follows:

Yea: Cameron, Grover, Johnston, Kasper, Seliga Punyko, Wasson
Nay: Glass

M-Cameron, S-Wasson, to approve the individual contract for Renee Anderson. Upon a vote taken, the same was approved – 5-1-1 as follows:

Yea: Cameron, Grover, Kasper, Seliga Punyko, Wasson
Nay: Glass
Abstain: Johnston

M-Cameron, S-Wasson, to approve the individual contract for Stephanie Paumen. Upon a vote taken, the same was approved – 5-1-1 as follows:

Yea: Cameron, Grover, Kasper, Seliga Punyko, Wasson
Nay: Glass
Abstain: Johnston

M-Cameron, S-Wasson, to approve the individual contract for Melissa Burwell. Upon a vote taken, the same was approved – 5-1-1 as follows:

Yea: Cameron, Grover, Kasper, Seliga Punyko, Wasson
Nay: Glass
Abstain: Johnston

M-Cameron, S-Kasper, to approve the new position of Climate Coordinator. Upon a vote taken, the same was approved – unanimously.

M-Cameron, S-Wasson, to approve the remainder of the Human Resources Committee as presented.

Discussion took place regarding bumping and layoffs and the need to find funds to better staff the schools.

Upon a vote, the same was approved – unanimously.

Business Committee Report
July 2011

Member Grover presented the Business Committee report, a copy of same being in the hands of each school board member.

Member Grover presented the resolution:

A complete copy of the resolution can be viewed in the Business Office of the Historic Old Central High School.

M-Grover, S-Wasson, to approve Resolution B-7-11-2911 – Membership in the Minnesota State High School League.

Member Johnston asked if there is a cost for the membership. Bill Hanson stated that there is a cost but he wasn't sure of the amount. Jody LeBlanc stated he will get the exact cost to Member Johnston. Member Glass asked for a breakdown of the co-curricular fees.

Upon a vote, the same was approved – unanimously.

Member Grover presented the resolution:

RESOLUTION
 Authorized Student Activity Bank Account Signer

RESOLVED, by the School Board of Independent School District No. 709, St. Louis County, Minnesota, that as of July 1, 2011 all previously approved Student Activity Bank Account Signers shall be removed as authorized account signers.

FURTHER RESOLVED, By the School Board of Independent School District No. 709, St. Louis County, Minnesota, that the attached list of Student Activity Bank Account Signers are authorized signers as of July 1, 2011. All transactions require the signature of at least two authorized account signers.

Authorized Account Signers				
7/1/2011				
Site	Institution	Account	Account Type	Authorized signers
ALC (GED)	DTCU	55119	Checking	Beth Tamminen
			Savings	Michael E Conboy
				Jody LeBlanc
Community Ed	DTCU	55109	Checking	Terry Dzuck
			Savings	Linda Blair
				Jay Roesler
Congdon	Northshore	1134030	Checking	TBD
			Savings	Jane Gephart
				Jody LeBlanc
Denfeld	DTCU	55102	Checking	Terry Dzuck
			Savings	Ed Crawford
				Tonya Sconiers
	Western Natl Bank	110954	Savings	Carolyn Graves

				Jody LeBlanc
				Terry Dzuck
East	Northshore	6001069	Savings	Laurie Knapp
	Northshore	1148022	Checking	Darcy Carter
	DTCU	20576	Savings	Nathan Glockle
				Jody LeBlanc
				Terry Dzuck
Headstart (Student)	DTCU	55120	Checking	Gayle Hunger
			Savings	Pam Rees
				Deborah Youngblom
				Jody LeBlanc
				Terry Dzuck
Homecroft	DTCU	55122	Checking	TBD
			Savings	Sherry Holten
				Jody LeBlanc
				Terry Dzuck
ISD709	US Bank	152100007664	Checking	Chairperson
		152100009124	Checking	Vice Chairperson
		104790370258	Checking	Clerk of the Board
		104790370266	Checking	
	Associated Bank	2283150346	Depository	
		2283150338	Checking	
		2283150320	Checking	
	MN Liquid Asset Fund	600513	Money Market	William Hanson
	MN Trust	30128	Money Market	Jody LeBlanc
				Peggy Blalock
				Roberta Evanson
				Diana Conway
	Piper Jaffray	411-02585-IMT	Investments	William Hanson/
	MBS	312-01453-17	Investments	Jody LeBlanc
	US Bank	15001076	Investments	
	DTCU	55123	Savings	
	M & I Bank	34226467	Investments	
	Key Bank		Investments	
	Wells Fargo		Investments	
	Merrill Lynch		Investments	
Lakewood	Northshore	1498757	Checking	Kris Teberg
				Phyllis Makila
				Vivian Medlin
				Jody LeBlanc
				Terry Dzuck
Laura MacArthur	Western Natl Bank	3520152	Checking	Nancy Elmore
				Deb Sauter
				Jody LeBlanc
				Terry Dzuck
Lester Park	DTCU	55117	Checking	Barb Soufflet
				Bonnie Wolden
			Savings	Jody LeBlanc
				Terry Dzuck
Piedmont	US Bank	140245195411	Checking	Cher Obst

				Diana Stratioti
				Jody LeBlanc
				Terry Dzuck
Lowell	DTCU	55114	Checking	Jerry Maki
			Savings	Jill Bastyr
				Jody LeBlanc
				Terry Dzuck
Merritt Creek Academy	DTCU	13310	Checking	Gregg Maus
			Savings	Patricia Paquette
				Jody LeBlanc
				Terry Dzuck
Morgan Park	Park State Bank	7034770	Checking	Yvonne Eider
		2040525	Savings	Denise Clairmont
		700399	Savings	Larry Udesen
		7996705	Savings	Jody LeBlanc
				Terry Dzuck
Nettleton	DTCU	55103	Checking	Stephanie Heilig
			Savings	Diane Harstad
				Kathi Marshall
				Jody LeBlanc
				Terry Dzuck
Public School St	DTCU	55116	Checking	Mark Krysiak
			Savings	Ed Crawford
				Jody LeBlanc
				Terry Dzuck
STC	DTCU	55107	Checking	Jim Arndt
			Savings	Jody LeBlanc
				Terry Dzuck
Stowe	DTCU	55110	Checking	Terry Cottingham
			Savings	Rosemary Donald
				Brian Gunderson
				Jody LeBlanc
				Terry Dzuck
Unity (ALC)	DTCU	55104	Checking	William Crandall
			Savings	Brenda Vandell
				Jody LeBlanc
				Terry Dzuck
Woodland	DTCU	55101	Checking	Gina Kleive
			Savings	Margaret Weber
				Vance Hopkins
		3725	Savings	Jody LeBlanc
				Terry Dzuck
Woodland Hills	DTCU	55121	Checking	Gregg Maus
			Savings	Patricia Paquette
				Judy Gilbertson
				Jody LeBlanc
				Terry Dzuck
				Barbara Paquette

M-Grover, S-Wasson, to approve Resolution B-7-11-2913 – Authorized Account Signers.

Member Glass asked when the last time these accounts were audited. Jody LeBlanc explained they are part of the overall district audit and that they do an informal review randomly.

Upon a vote, the same was approved – unanimously.

Member Grover presented the resolution:

RESOLUTION

Adopting the District's Health, Safety and Environmental Management Program, for 2011-2012

RESOLVED, by the School Board of Independent School District No. 709, St. Louis County, Minnesota, to direct administration to implement the 2011 – 2012 Health, Safety & Environmental Management Program, as summarized below and including completed Attachment #10 to the MDE 2011 Health and Safety Revenue Application Packet.

Summary of 2011-2012
ISD 709 – Duluth Public Schools
Health, Safety, & Environmental Management Program

The purpose of this program is to ensure that the District provides a safe and healthy work and learning environment for its employees and students. Every reasonable precaution must be taken to protect the safety of students, employees, and other citizens present on School District property or at school approved events. It is the basic responsibility of all supervisory personnel to assure that safe conditions exist and that those who they supervise use safe practices for the conduct of their work. In addition, all students and employees shall adhere to all applicable safety and health regulations through the implementation of the following programs and such other safety regulations as may be promulgated from time to time by the Superintendent. The rules and regulations are to be on file in the School District's Safety Office, and available through the District's Human Resource Office.

AWAIR Program	First Aid /CPR	Machine Guarding
Asbestos	Food Safety Inspection	OSHA Inspections
Bloodborne Pathogen	Forklift Safety	Personal Protective Equip.
Chemical Hygiene/Lab Safety	Hazardous Waste	Pest Management
Community Right-to-Know	Hearing Conservation	Playground Safety
Compressed Gas	Hoist Lift	Radon
Confined Space	Indoor Air Quality	Respiratory Protection
Electrical Safety	Infectious Waste	Underground Storage Tanks
Emergency Action Plan	Lead in water	Welding, Cutting or Brazing
Employee Right-to-Know	Lockout/Tagout	

Implementation:

The District, with advice from its Health and Safety Committee, will conduct assessments of current conditions and develop plans to address needs and set timelines for implementation of the programs.

The District will monitor and evaluate potential hazards through routine inspections and surveillance, train district staff and maintain records required by state, federal and local agencies.

The District administration will demonstrate its commitment to school safety and environmental health by incorporating safety rules into all employees work routine.

The Board will ensure that appropriate funding and resources are available to implement and maintain compliance with federal, state and local government health and safety requirements, and to meet the criteria outlined in the MDE 2011 Health and Safety Revenue Application Packet Attachment #10.

Resolution # B-7-11-2902

July 19, 2011

M-Grover, S-Wasson, to approve Resolution B-7-11-2902 – Adopting the District’s Health, Safety and Environmental Management Program, for 2011-2012

Discussion took place regarding the financing of the program.

Upon a vote, the same was approved – unanimously.

M-Grover, S-Kasper, to approve the remainder of the Business committee report.

Member Johnston withheld Items 1.B., 2.B.1), 4.A.2), and 3) for separate votes, 4.B.1-4, 6.A., E., F. and H. and added 2.A.1) later

Member Kasper withheld Item 6.D.

Member Grover withheld item 4.A.1)

Member Johnston withheld Item 1.B. – Approval of Payment of Claims to ask for the report in electronic format. Discussion took place regarding the report.

Member Johnston withheld Item 2.A.1) – Bid 1212 Easter High School Bid Package 7 to ask if it fits in the original budget or the increased budget. Kerry Leider explained that it is within the original budget.

Member Johnston withheld Item 2.B.1) – RFP 275 HVAC Testing and Balancing at Eastern Middle School to ask what about the LEEDS certification. Kerry Leider explained that they are following the program but will not be purchasing certificates.

Member Grover withheld Item 4.A.1) – Workers’ Compensation and Property Liability Insurance Policies and Premium Designation to ask about the increase. Discussion took place regarding the costs of the policy.

Upon a separate vote on Item 4.A.2) the same was approved – unanimously.

Upon a separate vote on Item 4.A.3) the same was approved – unanimously.

Member Johnston withheld Items 4.B. 1)-4) – Change Orders to ask if these are within the overall budget. Kerry Leider explained the wording and how they fit into the original budget.

Member Johnston withheld 6.A. – Expenditure Contracts to ask about the NAACP Juneteenth Celebration and when it was held.

Member Kasper withheld Item 6.D. – Facilities Management & Capital Project Status Report to ask if we are on schedule for the schools opening this fall. Kerry Leider reviewed the timelines and discussion took place regarding tours of the buildings in the fall.

Member Johnston withheld Item 6.E. - JCI LRFP Status Report to ask about costs differences in contractor report and summary report given last week. Discussion took place regarding the report and how it is put together.

Member Johnston withheld Item 6.F. – Change Orders Relating to the LRFP what the difference is in where they are listed in the report. Kerry Leider explained that the informational report is within Bill Hanson’s authority to sign.

Member Johnston withheld Item 6.H. – Update on state budget/situation to ask for an update. Bill Hanson and Superintendent Foster gave an update.

Upon a vote on the remainder of the business committee report as a whole, the same was approved 5-2 as follows:

Yea: Cameron, Grover, Kasper, Seliga Punyko, Wasson

Nay: Glass, Johnston

Other
July 2011

Member Glass asked about the RFP’s for property and the policy not allowing the property to be used for K-12 educational purposes.

Member Johnston encouraged interaction with the city regarding the use of disposed property.

Chair Seliga Punyko adjourned the regular school board meeting of July 19, 2011 at 9:15 p.m.

7. Communications, Petitions, etc.

- 07/19/11 Copy of letter addressed to Duluth School Board from Ann Marie Lindblad, asking that Duluth Public Schools continue their charter sponsorship of Lake Superior High School.
- 07/27/11 Copy of letter addressed to School Board from Rosemarie and Dennis Mitchell, expressing concern over the lack of appropriate and modest attire worn by students and staff, students being allowed to leave the school campus and loitering and smoking in school neighborhoods, and the schools' responsibility to keep students on school campus during school hours.
- 08/01/11 Copy of letter addressed to Duluth School Board Members from Ivy Vainio, asking for their support in naming the new eastern middle school after Ruth Myers and Marge Wilkins. Ruth Myers was the founder of the American Indian programs at the UMD Medical School and Marge Wilkins was involved in social justice and was committed to the betterment of all youth of Duluth.

Independent School District 709
SCHEDULE OF MEETINGS AND EVENTS

13

All meetings are scheduled at Historic Old Central High School unless otherwise noted.

Week of August 15 – August 19, 2011

Tuesday	August 16	6:30 p.m.	Regular School Board Meeting Board Room
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Week of August 22 – August 26, 2011

No meetings scheduled at this time.

Week of August 29 – September 2, 2011

No meetings scheduled at this time.

Week of September 5 – September 9, 2011

Monday	September 5		DISTRICT CLOSED (<i>Labor Day Holiday</i>)
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Week of September 12 – September 16, 2011

Monday	September 12	4:15 p.m.	Human Resources Committee Board Room
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Monday	September 12	4:30 p.m. <i>(or to follow Human Resources Comm. Mtg)</i>	Business Committee Board Room
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Tuesday	September 13	4:15 – 6:00 p.m. only <i>(No Mtgs 6:00-8:00 pm Primary Election)</i>	Education Committee Board Room
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Wednesday	September 14	9:00 a.m.	PTSA City Wide Council Board Room
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Week of 19 – September 23, 2011

Tuesday	September 20	4:15 p.m.	Parent Advisory Council on Special Education Room 203C
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Tuesday	September 20	6:30 p.m.	Regular School Board Meeting Board Room
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Week of September 26 – September 30, 2011

No meetings scheduled at this time.

Week of October 3 – October 7, 2011

No meetings scheduled at this time.

*Office of the Superintendent
August 11, 2011*