

Annual Organizational Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, January 2, 2018

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

4:30 PM

1. **Call to Order by Temporary Chairperson David Kirby**
2. **Oath of Office Led by Temporary Chairperson David Kirby**
3. **Roll Call**
4. **Approval of the 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 Secretaries**
11. **Resolution B-1-18-3509 - Selection of Meeting Dates/Times** **2**
12. **Resolution B-1-18-3510 - Designation of Depositories and Acceptance of Collateral** **3**
13. **Resolution B-1-18-3511 - Designation of Authority to Perform Electronic Fund Transfers** **4**
14. **Resolution B-1-18-3512 - Authorization for Superintendent of Schools and CFO/Executive Director of Business Services to Sign Contracts and Grants** **5**
15. **Resolution B-1-18-3513 - Selection of District's Legal Counsel** **6**
16. **Resolution B-1-18-3514 - Selection of District's Official Newspaper** **7**
17. **Resolution B-1-18-3515 - Accepting the Eleven Tools of Civility** **8**
18. **Resolution B-1-18-3516 - Approving the Continued Participation of Student School Board Representatives** **9**
19. **Resolution SP-1-18-3517 - Resolution to Employ a School Board Member** **10**
20. **Adjournment**

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 Tuesday of each month at 6:30 p.m. at the Historic Old Central High School unless otherwise scheduled by the School Board.

RESOLUTION

Designation of Depositories and Acceptance of Collateral

RESOLVED, By the School Board of Independent School District No. 709, St. Louis County, Minnesota, that Harbor Pointe Credit Union, North Shore Bank of Commerce, BMO Harris Bank, U.S. Bank, KeyBank, Wells Fargo, Park State Bank and Western Bank shall be depositories of the funds of this School District for up to a one year period commencing January 1, 2018, 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 Harbor Pointe 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.

HARBOR POINTE CREDIT UNION –

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

\$250,000.00 FMNT, Cusip xxxxxxHN2, due 1/25/2019

NORTH SHORE BANK OF COMMERCE –

\$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

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 CFO/Executive 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.

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(s) to initiate electronic fund transfers, as required by MS 471.38.

RESOLUTION**Authorization for the Superintendent of Schools and the 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 Country, 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
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.
302 West Superior Street, Suite 700
Duluth, MN 55802
(218) 722-0861

Dryer, Storaasli, Knutson & Pommerville
202 West Superior Street, Suite 200
Duluth, MN 55802
(218) 249-0608

Ratwik, Roszak & Maloney
730 Second Avenue South, Suite 300
Minneapolis, MN 55402
(612) 339-0600

Rupp, Anderson, Squires & Waldspurger, P.A.
333 South Seventh Street, Suite 2800
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
Executive Assistant to the CFO/Executive Director of Business Services
Director of Special Education
Manager of Facilities
Finance Manager
Senior Human Resources Manager
Human Resources Manager for Non-Certified Staff
Human Resources Benefits Coordinator

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
Accepting the Eleven 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 eleven 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**
- 11. Show your evidence; share your reasoning**

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

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.

THEREFORE, BE IT RESOLVED THAT the School Board of Independent School District 709 approves the continued participation of one Student School Board Representative each from Denfeld High School, Duluth East High School and the Area Learning Center.

BE IT FURTHER RESOLVED THAT the term for the 2018 Student School Board Representatives will be January 2, 2018 to December 31, 2018.

RESOLUTION

Employment of a School Board Member by the District

WHEREAS, the School Board member(s) below are/will be employed by the Duluth Public Schools during their service as a School Board member, and

WHEREAS, Minnesota Statute 123B.195 Board Member's Right to Employment requires that the member receive a majority approval by the School Board to be initially employed or to continue in employment at a meeting at which all board members are present, and

WHEREAS, Minnesota Statute 123B.195 Board Member's right to Employment states that the employment relationship will not exceed \$8,000 in a fiscal year, excluding compensation for being a School Board member,

BE IT RESOLVED, that the School Board authorize the employment of the following School Board members as listed, not to exceed \$8,000 in a fiscal year.

<u>BOARD MEMBER</u>	<u>POSITION</u>	<u>TIME FRAME</u>
Jill Lofald	Speech Coach	January 2018 - June 2018
Jill Lofald	Substitute Teacher	January 2018 - June 2018
Alanna Oswald	Substitute Teacher	January 2018 - June 2018