

**Education Committee**  
 Duluth Public Schools, ISD 709  
 Agenda  
 Tuesday, August 14, 2018  
 District Services Center  
 709 Portia Johnson Dr.  
 Duluth, MN 55811  
 4:15 PM

**1. Informational Items - These items are provided for informational purposes only and no action is required.**

A. Assistant Superintendent's Report 4

The purpose of this report is to provide regular updates to the Education Committee regarding teaching and learning. Jeff Horton, Assistant Superintendent, will share current information regarding implementation of district initiatives and school operations.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

B. Curriculum and Instruction Report 5

The purpose of this report is to provide regular updates to the Education Committee regarding teaching and learning. Gail Netland, Director of Curriculum and Instruction, will share current information regarding the status of the work of the curriculum and instruction department.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

C. Informational Presentations

1) Youth in Action Presentation 6

Representatives from St. Louis County's Youth in Action Program will present updated information regarding the program's activities, events and leadership opportunities offered to local area students.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

D. Grant Applications

1) Northland Foundation Grant Application - First Year Program

Jennifer Jaros, Early Childhood Family Education (ECFE), has submitted for and received a grant from the Northland Foundation in the amount of \$5,000. Funds will be used to support the First Year Program. The First Year Program promotes

sensitive and responsive parenting during pregnancy and throughout the first year of life. The primary outcome is that all families feel supported by their communities to meet their children's developmental needs and to strengthen the attachment relationship between the baby and parent. Secondary is systematic barriers that impact families are removed through inter-agency cooperation, communication and problem solving.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

2) Northland Foundation Grant Application - ISD 709 PreK-3 Transition and Alignment

Jay Roesler, Community Education and ECFE Director, has submitted for and receive a grant from the Northland Foundation in the amount of \$5,000. Funds will be used to underwrite the district's Pre-Kindergarten through 3rd Grade Alignment work. P-3 is a comprehensive systems strategy focused on ensuring all children develop the cognitive and social skills that establish strong foundations for future learning and that both children and their families are supported at key transition points.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

3) Northland Foundation Grant Application - Child Care Mentoring Program

Jennifer Jaros, Early Childhood Family Education (ECFE), has submitted a grant application to the Northland Foundation in the amount of \$5,000. If awarded, funds will be used to support the Child Care Mentoring Program. ECFE funds (Fund 4) will be used to pay for additional salary and expenses, roughly \$3,500 beyond the \$5,000 from the grant.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

E. Regulations - NONE

2. Action Items

A. Policies

1) 6140 - Extra Curricular and Co-Curricular Activities - DELETION 10

In moving to the MSBA Model Policies, administration is recommending the deletion of Policy 6140, which will be replaced with MSBA Policy 510.

Recommendation: It is recommended that the Duluth School Board approve the deletion of Policy 6140 for the first reading.

2) NEW Policy 510 - School Activities 11

Attached is revised MSBA Policy 510 for the first reading. This policy would replace Policy 6140.

Recommendation: It is recommended that the Duluth School Board approve Policy 510 for the first reading.

**B. Resolutions**

1) Resolution E-8-18-3577 - Acceptance of Grant Awards to Duluth Public Schools 13

Attached is Resolution E-8-18-3577 - Acceptance of Grant Awards to Duluth Public Schools, to accept and approve grant awards from the following organizations:

Northland Foundation  
MN Department of Education  
PLACEHOLDER

Recommendation: It is recommended that the Duluth School Board accept and approve Resolution E-8-18-3577 - Acceptance of Grant Awards to Duluth Public Schools.

**C. Diploma Requests** 19

The following students have met all graduation requirements for the Duluth Public Schools and should be awarded a Diploma:

Michelle M. Eckdahl - July 12, 2018  
Connor M. Edwards - July 12, 2018  
Isis B. May - July 26, 2018  
Payton B. Cardinal - August 8, 2018  
Zachary D. Erickson - August 8, 2018  
Colin N. Stein - August 9, 2018  
Grace C. Anderson - August 9, 2018  
PLACEHOLDER

Recommendation: It is recommended that the Duluth School Board accept and approve the above Diploma Requests.

D. Presentation Items Requiring Approval - NONE

E. Data Sharing Agreements - NONE

F. Extended Trip Requests - NONE

**3. Future Items**

**Policy Updates**

# Assistant Superintendent Monthly Report

## August 2018

### Purpose

The purpose of this report is to provide regular updates to the Education Committee

### K.E.Y. Zone

- Representative Murphy and Mayor Larson Visit Lester Park Elementary School
- Students helping students

### School Safety Update

- Duluth Police Department and Duluth Public Schools COPS Grant Application
- School Safety Grant
- ALICE - Initial Training August 28

### Duluth Community School Collaborative

- *Robin's Hood*
- Fundraiser

### Staff 1:1 Meetings

- Strength Based Leadership

# Director of Curriculum and Instruction Monthly Report

## August 2018

### Purpose

The purpose of this report is to provide regular updates to the Education Committee regarding teaching and learning.

### Staff Development

- New Teacher Orientation August 27th, 2018
- All-Staff Day August 28th, 2018
  - Letter and agenda sent out mid-August
    - Reaching all kids
    - Safe and secure schools
  - Morning Keynote: [Salome Thomas-Ei](#)
  - Guest Speaker on School Safety: Police Chief Tusken

### Curriculum Adoption Process

- English Language Arts Text Selection Process
  - Learning history of process through conversations and document review
  - Initial meetings with impacted staff
  - Responses to letters of invitation received from community groups

### Policy Review

- Goal: Establish regular review of curricular policy
  - Began process of reviewing curricular policies and regulations
  - Identify priority policy based on requirements and updates
  - Start formal readings this month



## **Duluth Public Schools Board Meeting 8.21.18**

6

- A. Introduction of Youth in Action
- B. Introductions for Tyler Erickson & Elise Rigney
- C. Recap of Last School Year
- D. Communication & Transportation
- E. Goals for this year
- F. Current Community Collaboration (see below)

**-Age Well Arrowhead**, Shelbi Graber

**-Duluth Experience**, Dave Grandmaison

**-MN Land Trust, Duluth Mini-Outdoor Summit**, Hansi Johnson

**-Youth Outdoors-Duluth**, Melody David-McKnight

**-Center Against Sexual & Domestic Abuse**, Jill Hinners

**-City of Duluth - Parks & Libraries**, Cheryl Skafte

**-FUSE Duluth**, Martha Bremer

**-Great Lakes Aquarium**, Danielle Tikalsky

**-Lighthouse Center for Vision Loss**, Betsy Mistek

**-Lincoln Park Children & Families Collaborative**, Jodi Broadwell

**-PAVSA**, Mel Alvar

**-Planned Parenthood**, Gina Farrell, Rachelle Jenson & Isla Hoeschen

**-Salvation Army**, Jill Buchholz

**-Valley Youth Center Duluth**, Russ Salgy

**-Alt-Lead Empowered Leadership**, Chris Correia

**-The PeaceJam Foundation (Great Lakes Chapter)**, Todd Bannon

**-Lake Superior Zoo**, Melanie L. Michaels & Sarah E. Wilcox

**-The Duluth Playhouse**, Christine Seitz & Lacy Habdas

**-Damiano Center**, Kyra Gustafson

**-Duluth Children's Museum**, Holly Johnson

**-Greater Downtown Council**, Kristi Stokes & Darlene Marshall

**-Hermantown Area Chamber of Commerce**, Kim Parameter

# CONNECT to YIA

YIA is located at the St. Louis County

Extension Offices in Duluth & Virginia:

Duluth

218-733-2870 or

218-733-2871

AP Cook Building

2503 Rice Lake Rd

Duluth, MN 55811

Virginia

218-749-7120 or

218-742-9598

Northland Office Center

307 1st St. South, #105

Virginia, MN 55792

**YIA  
Program  
Contacts**

[yamn.org](http://yamn.org) [yia@stlouiscountymn.gov](mailto:yia@stlouiscountymn.gov)

Our mission is to maintain and support youth development and community programs and projects. We work to promote public service values to better engage young adults with their communities.

Our goal is to bring positive change to St. Louis County through partnerships with students, schools, community organizations, and businesses.

the  
YIA MISSION

*YIA engages students in high schools throughout St. Louis County. Students gain leadership skills and volunteer experience through learning projects, civic engagement, and other activities.*

# Youth in ACTION

Make a DIFFERENCE



# CONNECT to YIA

YIA is located at the St. Louis County

Extension Offices in Duluth & Virginia:

Duluth

218-733-2870 or

218-733-2871

AP Cook Building

2503 Rice Lake Rd

Duluth, MN 55811

Virginia

218-749-7120 or

218-742-9598

Northland Office Center

307 1st St. South, #105

Virginia, MN 55792

**YIA  
Program  
Contacts**

[yamn.org](http://yamn.org) [yia@stlouiscountymn.gov](mailto:yia@stlouiscountymn.gov)

Our mission is to maintain and support youth development and community programs and projects. We work to promote public service values to better engage young adults with their communities.

Our goal is to bring positive change to St. Louis County through partnerships with students, schools, community organizations, and businesses.

the  
YIA MISSION

*YIA engages students in high schools throughout St. Louis County. Students gain leadership skills and volunteer experience through learning projects, civic engagement, and other activities.*

# Youth in ACTION

Make a DIFFERENCE



# What do we DO?

Under the guidance of St. Louis County program coordinators and school-based advisors, students participate in a variety of school and community projects that foster leadership, team-building, and community outreach. Project planning begins with student involvement and is based on their interests.

## Community Projects & Outreach

- Make a Difference Conference
- Homelessness Awareness - Cardboard Box City
- Kindness Campaigns    Elementary Crafts    Food Drives
- Fun activities for peers    Buddy Backpack
- Service Learning Trips    Kids Voting
- State Capitol Visits
- Adopt-a-Highway

## In the COMMUNITY

*I wouldn't change anything about this (service learning) trip. It was heart touching and an eye-opener for me to know I am doing something to save children's lives...and to see the homeless reaching out for the help they need.*

Jayda Westerburg, Virginia High School  
Service Learning Trip, 2017

# What do we DO?

Under the guidance of St. Louis County program coordinators and school-based advisors, students participate in a variety of school and community projects that foster leadership, team-building, and community outreach. Project planning begins with student involvement and is based on their interests.

## Community Projects & Outreach

- Make a Difference Conference
- Homelessness Awareness - Cardboard Box City
- Kindness Campaigns    Elementary Crafts    Food Drives
- Fun activities for peers    Buddy Backpack
- Service Learning Trips    Kids Voting
- State Capitol Visits
- Adopt-a-Highway

## In the COMMUNITY

*I wouldn't change anything about this (service learning) trip. It was heart touching and an eye-opener for me to know I am doing something to save children's lives...and to see the homeless reaching out for the help they need.*

Jayda Westerburg, Virginia High School  
Service Learning Trip, 2017

# PROGRAM Connections

- American Lung Association    Ruby's Pantry
- Habitat for Humanity    Kid's Voting
- Ronald McDonald House    Salvation Army

YIA members engage in local, state, and global projects. Besides being positive experiences, these opportunities are helpful towards fulfilling volunteer hours, job and college applications, and scholarships.

## Leadership with IMPACT

Youth in Action is a St. Louis County program that promotes leadership by getting students involved in school and community projects that make a positive impact. YIA opportunities are available in Iron Range and Duluth area schools for students in grades 9-12.

# PROGRAM Connections

- American Lung Association    Ruby's Pantry
- Habitat for Humanity    Kid's Voting
- Ronald McDonald House    Salvation Army

YIA members engage in local, state, and global projects. Besides being positive experiences, these opportunities are helpful towards fulfilling volunteer hours, job and college applications, and scholarships.

## Leadership with IMPACT

Youth in Action is a St. Louis County program that promotes leadership by getting students involved in school and community projects that make a positive impact. YIA opportunities are available in Iron Range and Duluth area schools for students in grades 9-12.



S A I N T  
**LOUIS**  
**COUNTY**  
M I N N E S O T A

# YOUTH IN ACTION!!!

Volunteer in  
Your Community  
Make a Difference Conference  
American Lung Association  
Habitat for Humanity  
Local animal shelters  
Cardboard box city  
Field of Screams  
Food drives  
& much more!

**JOIN NOW &  
MAKE A  
DIFFERENCE**

**IRYA**  
YOUTH in  
ACTION

IRYA.org

For more  
info contact:  
Tyler Erickson  
[ericksont@stlouiscountymn.gov](mailto:ericksont@stlouiscountymn.gov)  
Taryn Burnett  
[burnettT2@stlouiscountymn.gov](mailto:burnettT2@stlouiscountymn.gov)

## **6140 EXTRA-CURRICULAR AND CO-CURRICULAR ACTIVITIES**

~~Extra-curricular or co-curricular activities are recognized as integral parts of the school program which extend and support the curricular offerings. Due to its informal nature, extreme care and planning must be given to its organization and administration. Every effort should be made to encourage participation of all students.~~

~~Principals of each school, in cooperation with the faculty and student body, are responsible for the organization, financial support, and administration of all activities. Organizational plans, extra-curricular offerings, eligibility rules, and financial reports must be filed with the Superintendent's office.~~

~~References: MS-123B.49~~

~~Adopted: 06-09-1970 ISD-709~~

~~Revised: 06-20-1995~~

~~10-16-2004 ISD-709~~

**Deletion: 8/21/2018 First Reading**

**Replaced by: MSBA Policy 510**

*Adopted:*

*MSBA/MASA Model Policy 510*

*Orig. 1995*

*Revised:*

*Rev. 2000*

## **510 SCHOOL ACTIVITIES**

### **I. PURPOSE**

The purpose of this policy is to impart to students, employees, and the community the school district's policy related to the student activity program.

### **II. GENERAL STATEMENT OF POLICY**

School activities provide additional opportunities for students to pursue special interests that contribute to their physical, mental, and emotional well-being. They are of secondary importance in relationship to the formal instructional program; however, they complement the instructional program **and are integral** in providing students with additional opportunities for growth and development. **Every effort should be made to encourage participation of all students.**

### **III. RESPONSIBILITY**

- A. The school board expects all students who participate in school-sponsored activities to represent the school and community in a responsible manner. All rules pertaining to student conduct and student discipline extend to school activities.
- B. The school board expects all spectators at school sponsored activities, including parents, employees, and other members of the public, to behave in an appropriate manner at those activities. Students and employees may be subject to discipline and parents and other spectators may be subject to sanctions for engaging in misbehavior or inappropriate, illegal, or unsportsmanlike behavior at these activities or events.
- C. The superintendent **or designee** shall be responsible for disseminating information needed to inform students, parents, staff, and the community of the opportunities available within the school activity program and the rules of participation.
- D. Those students who participate in Minnesota State High School League (MSHSL) activities must also abide by the league rules. Those employees who conduct MSHSL activities shall be responsible for familiarizing students and parents with all applicable rules, penalties, and opportunities.
- E. The superintendent **or designee** shall be responsible for conducting an annual evaluation of school activity programs and presenting the results and any recommendations to the school board.

**Legal References:** Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)

**Cross References:** MSBA/MASA Model Policy 503 (Student Attendance)  
MSBA/MASA Model Policy 506 (Student Discipline)

510- 1

MSBA/MASA Model Policy 713 (Student Activity Accounting)  
MSBA Service Manual, Chapter 5, Various Educational Programs

**First Reading: 8/21/2018**  
**Replacing: Policy 6140**

**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 grant from said organization in accordance with the terms set forth herein.

BE IT FURTHER RESOLVED that the Duluth Public Schools wishes to extend its grateful appreciation to this organization.

Organization	Author/Contact	Project Title	Award Amount	Terms
Northland Foundation	Jennifer Jaros	First Year Program	\$5,000	Funds will be used to support the First Year Program. The First Year Program promotes sensitive and responsive parenting during pregnancy and throughout the first year of life.
Northland Foundation	Jay Roesler	ISD 709 PreK-3 Transition and Alignment	\$5,000	Funds will be used to underwrite the district's Pre-Kindergarten through 3rd Grade Alignment work. P-3 is a comprehensive systems strategy focused on ensuring all children develop the cognitive and social skills that establish strong foundations for future learning and that both children and their families are supported at key transition points.
Minnesota Department of Education	Katie Danielson	McKinney-Vento Homeless Children and Youth Education Grant Opportunity	\$40,000	Funds will be used to support the Duluth Public Schools Families in Transition program. The program helps facilitate enrollment, attendance and academic success of homeless school aged children.

July 23, 2018

Project # 18-18129

Jennifer Jaros  
Duluth Early Childhood Family Education  
Barnes Early Childhood Center  
2102 N. Blackman Ave.  
Duluth, Minnesota 55811

Dear Mrs. Jennifer Jaros:

I am pleased to inform you that the Northland Foundation has reviewed your proposal for the **First Year Program** and has approved a grant of **\$5,000.00** for the period (09/01/2018 to 06/30/2019) to **Duluth Early Childhood Family Education**.

The Agreement of Grantee is attached to this letter. Please read the agreement in its entirety and make special note of all the provisions and procedures indicated. **By accepting this grant, you are affirming that your organization agrees to the terms and conditions outlined in the Grant Agreement. (Please note that the Northland Foundation no longer requires this form to be signed and returned.)**

The Northland Foundation uses an Electronic Funds Transfer process for grant payments. Please complete and return the attached **ACH Credit Authorization form** with the grantee organization or fiscal agent organization bank account information where you would like the grant funds deposited.

Grant payments are made during the first full week of each month. **In order for our Accounting Department to release your payment**, please return the completed ACH Authorization form **no later than the 25<sup>th</sup> of the month before** your payment is scheduled. We accept forms via email (scanned copies), fax (218-723-4048), or USPS (hard copies).

The Northland Foundation will issue a single payment for this grant. This payment will be distributed in the sum of **\$5,000.00 on or around 09/01/2018**.

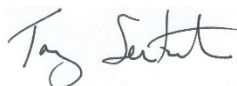
The Northland Foundation will be making public news releases through the regional media regarding all of the grants awarded. Please utilize your community media resources to announce receipt of these funds to your project. The Northland Foundation would appreciate being acknowledged as a source of support in all news releases initiated by you. Please provide us with copies of any press coverage and photographs received by your project, as well as any media releases and program materials you produce. These will be added to your file and may be utilized by the Northland Foundation in our public information efforts.

As you will note, one of the conditions of the Agreement of Grantee is the submission of a final report on the activities, outcomes, and financial expenditures of your project. Please provide us sufficient narrative to describe the activities and impact of your project. For your convenience, you may access the report form through the Grantee Portal. We will expect this report from you by: **07/31/2019**.

Please provide us sufficient narrative to describe the activities and impact of your project. For your convenience, you may access the report form through the Grantee Portal.

On behalf of the Northland Foundation, I would like to extend sincere congratulations to you and your organization. Please call Carol Chipman, Grants Manager if you have any questions. I look forward to learning about the progress and success of your project.

Sincerely,



Tony Sertich  
President

Attachments

cc: Carol Chipman

July 24, 2018

Project # 18-18122

Jay Roesler  
Duluth Public Schools - ISD #709  
215 N 1st Avenue East  
Duluth, MN 55802

Dear Jay Roesler:

I am pleased to inform you that the Northland Foundation has reviewed your proposal for the **ISD 709 PreK-3 Transition and Alignment** and has approved a grant of **\$5,000.00** for the period (09/01/2018 to 06/30/2019) to **Duluth Public Schools - ISD #709**.

The Agreement of Grantee is attached to this letter. Please read the agreement in its entirety and make special note of all the provisions and procedures indicated. **By accepting this grant, you are affirming that your organization agrees to the terms and conditions outlined in the Grant Agreement. (Please note that the Northland Foundation no longer requires this form to be signed and returned.)**

The Northland Foundation uses an Electronic Funds Transfer process for grant payments. Please complete and return the attached **ACH Credit Authorization form** with the grantee organization or fiscal agent organization bank account information where you would like the grant funds deposited.

Grant payments are made during the first full week of each month. **In order for our Accounting Department to release your payment**, please return the completed ACH Authorization form **no later than the 25<sup>th</sup> of the month before** your payment is scheduled. We accept forms via email (scanned copies), fax (218-723-4048), or USPS (hard copies).

The Northland Foundation will issue a single payment for this grant. This payment will be distributed in the sum of **\$5,000.00 on or around 09/01/2018**.

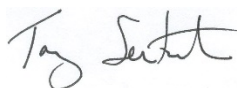
The Northland Foundation will be making public news releases through the regional media regarding all of the grants awarded. Please utilize your community media resources to announce receipt of these funds to your project. The Northland Foundation would appreciate being acknowledged as a source of support in all news releases initiated by you. Please provide us with copies of any press coverage and photographs received by your project, as well as any media releases and program materials you produce. These will be added to your file and may be utilized by the Northland Foundation in our public information efforts.

As you will note, one of the conditions of the Agreement of Grantee is the submission of a final report on the activities, outcomes, and financial expenditures of your project. Please provide us sufficient narrative to describe the activities and impact of your project. For your convenience, you may access the report form through the Grantee Portal. We will expect this report from you by: **07/31/2019**.

Please provide us sufficient narrative to describe the activities and impact of your project. For your convenience, you may access the report form through the Grantee Portal.

On behalf of the Northland Foundation, I would like to extend sincere congratulations to you and your organization. Please call Carol Chipman, Grants Manager if you have any questions. I look forward to learning about the progress and success of your project.

Sincerely,



Tony Sertich  
President

Attachments  
cc: Carol Chipman

## **AGREEMENT OF GRANTEE FOR:**

**Organization Name: Duluth Public Schools - ISD #709**

**Project # 18-18122**

**Project Name: ISD 709 PreK-3 Transition and Alignment**

**Amount: \$5000**

**By accepting this grant, Duluth Public Schools - ISD #709 (hereafter “GRANTEE”) agrees to the following terms and conditions of the Northland Foundation.**

1. To use the funds only for the designated activities as described in the approved grant request dated 07/16/2018 and to notify the Northland Foundation of and obtain its consent to any significant programmatic changes or any changes to the budget of 20% or more from said grant application.
2. To maintain its books and records to show, and separately account for, the funds received under this grant, and to maintain records of expenditures adequate to identify the purposes for which grant funds have been expended.
3. To permit the Northland Foundation, at its request, to have complete access to the grantee's files and records for the purpose of making such financial audits, verifications, and investigations as it deems necessary concerning the grant, and to maintain such files and records for a period of at least four years after completion or termination of the project.
4. To repay to the Northland Foundation any portion of the grant which is not used for the purposes specified herein or in the grant application.
5. To not use the funds for any purpose prohibited by law, and to immediately notify the Northland Foundation of any lawsuit or any proceedings before any federal, state, or local administrative agency, which may be initiated against it.
6. To submit progress reports to the Northland Foundation, detailing activities and progress in accomplishing the objectives of the project, as well as all expenditures made in administration of the grant, as requested by the Northland Foundation staff.
7. Upon completion of the period for which funds were granted, to submit a detailed final report of the activities carried out under the grant, a final expenditures report, and an evaluation of what has been accomplished by the project.
8. That the total amount of this grant, or any payment thereof, may be discontinued, modified or withheld at any time when, in the judgment of the Northland Foundation, such action is necessary to comply with requirements of the law.

Project # 18-18122

**ACH CREDIT AUTHORIZATION FOR DIRECT DEPOSIT VIA ACH****PROJECT # 18-18122**

Please complete the information below with the name and contact information of the person we should contact in case of questions and to notify when payment is made. Please print legibly.

\_\_\_\_\_  
Payment Contact Name (Printed)\_\_\_\_\_  
Payment Contact Email Address\_\_\_\_\_  
Organization Name (Grantee)\_\_\_\_\_  
Payment Contact Phone Number**FISCAL AGENT INFORMATION (if applicable)**\_\_\_\_\_  
Fiscal Agent Organization Name\_\_\_\_\_  
Fiscal Agent Contact Name\_\_\_\_\_  
Fiscal Agent Contact Phone Number\_\_\_\_\_  
Fiscal Agent Contact Email Address

Please complete the information below for the bank account you would like your grant payment deposited. Please print legibly.

\_\_\_\_\_  
Name of Financial Institution\_\_\_\_\_  
Account Name (if applicable)\_\_\_\_\_  
Financial Institution - Street Address\_\_\_\_\_  
Financial Institution - City/State/Zip\_\_\_\_\_  
Routing Number\_\_\_\_\_  
Account Number

Savings Account



Checking Account

I (we) hereby authorize the Northland Foundation to electronically credit my (our) account (and, if necessary, to electronically debit my (our) account to correct erroneous credits) Prior notice will be given to grantee prior to any corrections.

I (we) understand that this authorization will remain in full force and effect until I (we) notify the Northland Foundation that we wish to revoke this authorization or for the duration of the grant. I (we) understand that the Northland Foundation requires at least a 5 business days prior notice in order to cancel this authorization.

\_\_\_\_\_  
Authorized Signature / Title\_\_\_\_\_  
Date**PLEASE ATTACH VOIDED CHECK HERE**

**Return the completed form to:**  
Northland Foundation  
202 W. Superior Street, Suite 610  
Duluth, MN 55802  
Fax: 218-723-4048  
Email: [grants@northlandfdn.org](mailto:grants@northlandfdn.org)



August 9, 2018

William Gronseth  
Duluth Public Schools  
215 North 1st Avenue East  
Duluth, MN 55802-2069  
RE: McKinney-Vento Homeless Children and Youth Education Grant Opportunity

Dear William Gronseth:

Congratulations! We have selected your application submitted in response to the McKinney-Vento Homeless Children and Youth Education Grant Opportunity for funding contingent upon clarifications and negotiations that will be necessary before executing the award. The grant offer is \$40,000.00. Because this amount is less than what you applied for, please let me know if you accept this award. We will require you to complete a new budget to reflect the lowered grant amount. Attached with this letter is a copy of budget document to complete and return to us as an Excel document.

Roberto Reyes, State Homeless Coordinator McKinney-Vento, will be contacting you shortly to finalize your work plan and budget, based in the award amount. He can be reached at [Roberto.reyes@state.mn.us](mailto:Roberto.reyes@state.mn.us) or (651) 582-8302.

LaDonna Mustin, Grants Specialist, will be assisting with preparation of the Official Grant Award Notification (OGAN), financial reporting, processing of payments requests, and dissemination of the award document. Her contact information is [ladonna.mustin@state.mn.us](mailto:ladonna.mustin@state.mn.us) or (651) 582-8832. The grants specialist will also be conducting a Pre-Award Risk Assessment, which will require a review of financial documentation and prior grant performance before the execution of the OGAN. The grants specialist will contact you if they need any information to conduct that assessment.

Please do not incur any expenditures until the OGAN is fully executed. Any expenditure you make prior to the full execution of the OGAN will be your sole responsibility to pay.

We look forward to working with you in the future.

Sincerely,

Timothy E. Larson, Grant Specialist Coordinator  
[timothy.e.larson@state.mn.us](mailto:timothy.e.larson@state.mn.us) or (651) 582-8451

cc: Katie Danielson  
Peggy Blalock  
Roberto Reyes  
LaDonna Mustin

McKinney Vento Award Letter

July 11, 2018

Amy Starzecki  
 Independent School District 709  
 215 N 1<sup>st</sup> Ave E  
 Duluth MN 55802

Dear Ms. Starzecki:

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Michelle M Eckdahl	Duluth Public Schools	7/12/2018

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman  
 Principal

Michelle Porter  
 Administrative Assistant  
 Area Learning Center

July 11, 2018

Amy Starzecki  
Independent School District 709  
215 N 1<sup>st</sup> Ave E  
Duluth MN 55802

Dear Ms. Starzecki:

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Connor M. Edwards	Duluth Public Schools	7/12/2018

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman  
Principal

Michelle Porter  
Administrative Assistant  
Area Learning Center

July 25, 2018

Jeff Horton  
Independent School District 709  
215 N 1<sup>st</sup> Ave E  
Duluth, MN 55802

Dear Mr. Horton,

This is to certify that the person listed below have completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Isis B. May	Duluth Public Schools	7/26/2018

Please send diploma to Michelle Porter at the Area Learning Center, Room 126. Thank you!

Adrian Norman  
Principal

Michelle Porter  
Administrative Assistant  
Area Learning Center

August 7, 2018

Jeff Horton, Assistant Superintendent  
Independent School District 709  
215 N 1<sup>st</sup> Ave E  
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Payton B. Cardinal	Duluth Public Schools	8/8/2018

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman  
Principal

Michelle Porter  
Administrative Assistant  
Area Learning Center

August 7, 2018

Jeff Horton, Assistant Superintendent  
Independent School District 709  
215 N 1<sup>st</sup> Ave E  
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Zachary D. Erickson	Duluth Public Schools	8/8/2018

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman  
Principal

Michelle Porter  
Administrative Assistant  
Area Learning Center

August 8, 2018

Jeff Horton, Assistant Superintendent  
Independent School District 709  
215 N 1<sup>st</sup> Ave E  
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Colin N. Stein	Duluth Public Schools	8/9/2018

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman  
Principal

Michelle Porter  
Administrative Assistant  
Area Learning Center

August 8, 2018

Jeff Horton, Assistant Superintendent  
Independent School District 709  
215 N 1<sup>st</sup> Ave E  
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Grace C. Anderson	Duluth Public Schools	8/9/2018

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman  
Principal

Michelle Porter  
Administrative Assistant  
Area Learning Center