

Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, January 21, 2014

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 - December 17, 2013 2
 - B. Annual Organizational Meeting - January 6, 2014 8
6. **School and Community Recognition**
7. **Audience**
8. **Reading Communications, Petitions, Etc.** 15
9. **Report of the Superintendent**
 - A. Schedule of Meetings and Events 16
10. **Report of Standing Committees**
 - A. Education Committee (*see separate report*)
 - B. Human Resources Committee (*see separate report*)
 - C. Business Committee (*see separate report*)
11. **Special Resolutions - No Special Resolutions**
12. **Questions / Other**
13. **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, December 17, 2013

Members Present:

Mary Cameron
Art Johnston
Tom Kasper
Mike Miernicki
Judy Seliga Punyko
Ann Wasson
Bill Westholm

Others Present:

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

Student Representatives:

Katlyn Persch
Erik Thibault

➤ Chair Kasper called the regular school board meeting of December 17, 2013 to order at 6:30 p.m., and the pledge of allegiance to the American flag was given.

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

Chair Kasper asked school board members if there were any corrections or changes to the minutes of the Special School Board Meeting of November 19, 2013.

M-Wasson, S-Westholm, to approve the minutes of the November 19, 2013 Special School Board Meeting as presented. Upon a vote, the same was approved as presented – unanimously.

Chair Kasper asked school board members if there were any corrections or changes to the minutes of the Regular School Board Meeting of November 19, 2013.

M-Wasson, S-Westholm, to approve the minutes of the November 19, 2013 Regular School Board Meeting as presented. Upon a vote, the same was approved as presented – unanimously.

School and Community Recognition

December 2013

The Denfeld Jazz Band was chosen for recognition. Principal Tonya Sconiers was there to accept the award on behalf of this talented group. The Denfeld High School Jazz Band is featured on a new CD - *Minnesota Beatle Project Vol. 5* - which was released this month. Our students are in good company as the CD includes performances by Actual Wolf, Gary Burger, Greycoats, The Cactus Blossoms and more. Recordings purchased directly from Denfeld High School earn \$5 each to support the Denfeld Jazz Band.

Bill Hanson, CFO/Director of Business Services made a presentation for the Public Tax Levy Hearing.

Public Comments
December 2013

Rosie Loeffler-Kemp, 2902 Bald Eagle Trail, school board member elect, spoke to the board to thank the three outgoing school board members for their service.

John Stromgren, 6179 Lakewood Road, spoke to the board regarding his concern with the increase on his tax statement for non-voter approved levy, and his overall concern with the cost of taxes.

Annie Harala, 1129 North 7th Avenue East. school board member elect, spoke to the board to thank the outgoing school board members for their service.

Marcia Stromgren, 6179 Lakewood Road, spoke to the board regarding her concern with the costs of the long range facilities plan and the resulting increase in taxes, and the lack of improvement in student test scores.

Loren Martell, no address provided, spoke to the board regarding his concern with outgoing board members.

Communications, Petitions, Etc.
December 2013

There were no communications received.

Superintendent's Report
December 2013

Superintendent Gronseth Bill honored and expressed appreciation to outgoing board members and student advisors, and presented each with a certificate and small memento of appreciation.

School Board Members

- Tom Kasper ... 2010-2013
- Ann Wasson ... 2004-2013
- Mary Cameron ... 1998-1999 & 2002-2013

Student Advisors to the School Board

- Katlyn Persch ... 1/1/2013 - 12/31/2013
- Erik Thibault ... 1/1/2013 - 12/31/2013

School board members expressed their thanks to the outgoing members for their service.

Education Committee Report
December 2013

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

Member Cameron 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	Northland Foundation	Ed Crawford	Youth Success Team Grant	\$30,000	Funds from this grant award will be used to support funding AmeriCorp Volunteers in the Duluth Public Schools as part of our Youth Success Teams.

E-12-13-3146

December 17, 2013

M-Cameron, S-Wasson, to approve the Resolution E-12-13-3146 – Acceptance of Grant Awards to Duluth Public Schools. Upon a vote, the same was approved – unanimously.

M-Cameron, S-Wasson, to approve the remainder of the Education Committee Report. Upon a vote on, the same was approved – unanimously.

Human Resources Committee Report
December 2013

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

M-Westholm, S-Wasson, to approve the Human Resource Committee report withholding the action item. Upon a vote, the same was approved – unanimously.

M-Westholm, S-Wasson, to approve a new Head Start Dietitian/Nutritionist, District Wide Position. Upon a vote, the same was approved - unanimously.

M-Westholm, S-Wasson, to approve the remainder of the Human Resource Committee report. Upon a vote, the same was approved – unanimously.

Business Committee Report
December 2013

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

M-Seliga Punyko, S-Wasson, to approve the Business Committee Report withholding the resolutions:

Member Johnston withheld 1.A. and 4.A.

Member Westholm withheld Item 1.F.

Member Johnston withheld Item 1.A. – Financial Report – to note concerns within the report. Discussion took place regarding the audit report.

Member Westholm withheld Item 1.F. – WADM Projections to ask for clarification on the report.

Upon a separate vote on Items. 4.A.1) & 2) – PERMAR Security Services Agreements, the same was approved - unanimously.

Upon a vote on the remainder of the Business Committee, the same was approved – 6-1 as follows:

Yea: Cameron, Kasper, Miernicki, Seliga Punyko, Wasson, Westholm
Nay: Johnston

Bill Hanson explained that Resolution 5.A. will not be necessary if 5.B. is approved with the amount currently listed.

Member Seliga Punyko presented the resolution:

RESOLUTION
Certified Tax Levy 2013 Payable 2014

BE IT RESOLVED, By the School Board of Independent School District No. 709, St. Louis County, Minnesota, to hereby set the Tax Levy for 2013 Payable 2014 at \$32,363,566.93.

B-12-13-3148

December 17, 2013

M-Seliga Punyko, S-Wasson, to approve Resolution B-12-13-3148 – Certified Tax Levy 2013 Payable 2014.

Discussion took place regarding the proposed tax levy.

M-Seliga Punyko, S-Wasson to call the question.

Member Johnston made a point of order that it would be wrong to cut off discussion on the resolution. Chair Kasper called for a vote to call the question.

Upon a vote on calling the question, the same was approved – 6-1 as follows:

Yea: Cameron, Kasper, Miernicki, Seliga Punyko, Wasson, Westholm

Nay: Johnston

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

Yea: Cameron, Kasper, Miernicki, Seliga Punyko, Wasson, Westholm

Nay: Johnston

Member Seliga Punyko presented the resolution:

R E S O L U T I O N
Authorized Student Activity Bank Account Signer

RESOLVED, by the School Board of Independent School District No. 709, St. Louis County, Minnesota, that it hereby authorizes the following:

<u>District Building</u>	<u>Banking Institution</u>	<u>Account Number</u>	<u>Addition of Authorized Signer</u>	<u>Removal of Authorized Signer</u>
Lowell	DTCU	XXXX4	Gayle Hunger	Lynn Litzinger

B-12-13-3149

December 17, 2013

M-Seliga Punyko, S-Wasson, to approve Resolution B-12-13-3149 – Authorized Student Activity Bank Account Signer. Upon a vote, the same was approved – unanimously.

Outgoing board members spoke regarding their service on the board and thanked everyone involved in supporting education during their time of service.

Special Resolutions
December 2013

Member Seliga Punyko presented the resolution:

RESOLUTION
Board Member Attendance at MSBA Leadership Conference
And Phase I/II Programs for New Board Members

RESOLVED, That Independent School District 709, St. Louis County, Minnesota, pay costs incurred, as per District policy, for school board members to attend the Minnesota School Boards Association 93rd Leadership Conference in Minneapolis, Minnesota on January 16-17, 2014 and the Phase I and II Programs for New Board Members.

S-12-13-3150

December 17, 2013

M-Seliga Punyko, S-Westholm, to approve Resolution S-12-13-3150 Board Member Attendance at MSBA Leadership Conference. Upon a vote, the same was approved – unanimously.

Other
December 2013

Student Advisor Thibault thanked everyone for his time of service on the board. Student Advisor Persch also thanked everyone and that she hopes that the tradition of having student representatives will continue.

- Chair Kasper adjourned the Regular School Board Meeting of December 17, 2013 at 8:25 p.m.

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

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

January 6, 2014

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

January 6, 2014

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

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

January 6, 2014

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

January 6, 2014

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.

8. Communications, Petitions, etc.

No communications received.

DULUTH PUBLIC SCHOOLS, ISD 709
SCHEDULE OF MEETINGS AND EVENTS

All meetings are scheduled at Historic Old Central High School, 215 N 1st Avenue East, unless otherwise noted.

January 20 – January 24, 2014

Tuesday	January 21	5:30 p.m.	Special School Board Meeting (<i>Agenda Attached</i>) Adjourn to Executive (Closed) Session Re: Discussion of Contract Parameters for Pending Labor Negotiations with All Impacted Bargaining Units Board Room
Tuesday	January 21	6:30 p.m.	Regular School Board Meeting (<i>Agenda Attached</i>) Board Room
Thursday	January 23	4:30 p.m.	Committee of the Whole (<i>Agenda Attached</i>) Re: FY15 Budget Planning Conference Room 318
Thursday	January 23	5:30 p.m.	Education Equity Advisory Committee Board Room

January 27 – January 31, 2014

No meetings scheduled at this time.

February 3 – February 7, 2014

Tuesday	February 4	6:00 p.m.	PTSA City-Wide Council Conference Room 318
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February 10 – February 14, 2014

Monday	February 10	4:15 p.m.	Human Resources Committee Board Room
Monday	February 10	4:30 p.m. <i>(or to follow the Human Resources Comm. Mtg)</i>	Business Committee Board Room
Monday	February 10	4:35 p.m. <i>(or to follow the Business Comm. Mtg)</i>	Committee of the Whole Re: FY15 Budget Planning Conference Room 318
Tuesday	February 11	4:15 p.m.	Education Committee Board Room
Thursday	February 13	5:00 p.m.	Education Equity Budget Subcommittee Conference Room 302

February 17 – February 21, 2014*No meetings scheduled at this time.***February 24 – February 28, 2014**

Tuesday	February 25	6:30 p.m.	Regular School Board Meeting Board Room
Thursday	February 27	5:30 p.m.	Education Equity Advisory Committee Board Room

March 3 – March 7, 2014

Tuesday	March 4	TBD	Committee of the Whole Re: FY15 Budget Planning Board Room
Wednesday	March 5	11:00 a.m.	PTSA City-Wide Council Conference Room 318
Thursday	March 6	5:00 p.m.	Education Equity Monitoring Subcommittee Conference Room 302

March 10 – March 14, 2014

Monday	March 10	4:15 p.m.	Human Resources Committee Board Room
Monday	March 10	4:30 p.m. <i>(or to follow the Human Resources Comm. Mtg)</i>	Business Committee Board Room
Tuesday	March 11	4:15 – 6:00 p.m. only <i>(No Mtgs 6:00-8:00 pm Township Election Day)</i>	Education Committee Board Room
Thursday	March 13	5:00 p.m.	Education Equity Budget Subcommittee Conference Room 302

*Office of the Superintendent
January 16, 2014*