

## **Annual Organizational Meeting**

Duluth Public Schools, ISD 709

### Agenda

Monday, January 7, 2019

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

4:30 PM

1. **Call to Order by Temporary Chairperson David Kirby**
2. **Roll Call**
3. **Approval of the Agenda**
4. **Election of Chairperson**
5. **Election of Vice Chairperson**
6. **Election of Clerk**
7. **Election of Treasurer**
8. **Appointment of Deputy Clerk**
9. **Appointment of Board Secretaries**
10. **Resolution B-1-19-3611 - Selection of Meeting Dates/Times** 2
11. **Resolution B-1-19-3612 - Designation of Depositories and Acceptance of Collateral** 3
12. **Resolution B-1-19-3613 - Designation of Authority to Perform Electronic Fund Transfers** 4
13. **Resolution B-1-19-3614 - Authorization for Superintendent of Schools and CFO/Executive Director of Business Services to Sign Contracts and Grants** 5
14. **Resolution B-1-19-3615 - Selection of District's Legal Counsel** 6
15. **Resolution B-1-19-3616 - Selection of District's Official Newspaper** 7
16. **Resolution B-1-19-3617 - Accepting the Eleven Tools of Civility** 8
17. **Resolution B-1-19-3618 - Approving the Continued Participation of Student School Board Representatives** 9
18. **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.

BE IT FURTHER RESOLVED, that if the Regular meeting is cancelled and cannot be held on the regularly scheduled date listed above, due to weather or unforeseen circumstances, it will be held the very next day at the same time and location.

## **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, 2019, 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 xxxxxxEB7, due 3/29/2019

\$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 on 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 & Overom (formerly known as  
Dryer, Storaasli, Knutson & Pommerville)  
202 West Superior Street, Suite 200  
Duluth, MN 55802  
(218) 727-8451

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)

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 2019 Student School Board Representatives will be January 7, 2019 to December 31, 2019.