

Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, January 21, 2020

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. **School and Community Recognition**
6. **Audience**
7. **Reading Communications, Petitions, Etc.** 2
8. **Report of the Superintendent**
 - A. Reports from Student School Board Representatives
 - B. Schedule of Meetings and Events 3
9. **Report of Standing Committees**
 - A. Education Committee (*see separate report*)
 - 1) Board Members in attendance at the January 13, Regular Monthly Education Committee: Durick Eder, Kirby, Lofald, Loeffler-Kemp, Oswald, Sandholm
 - B. Human Resources Committee (*see separate report*)
 - 1) Board Members in attendance at the January 14, 2020 Regular Monthly Human Resources Committee: Kirby, Lofald, Oswald, Trnka
 - C. Business Committee (*see separate report*)
 - 1) Board Members in attendance at the January 14, 2020 Regular Monthly Business Committee: Kirby, Lofald, Oswald, Trnka
10. **Consent Agenda** 5
11. **Special Resolutions and Action Items**
 - A. SP-1-20-3713 - Board Member Attendance at MSBA Officers Training Sessions 27
12. **Questions / Other**
13. **Adjournment**

8. Communications, Petitions, etc.
 - a. Letter from Tom Johns regarding his concerns with his tax statement.
 - b. Letter from the Bolos regarding their concerns with their tax statement.

Please note that we are adjusting the way we post some of our meetings in order to meet the requirements of a recent advisory opinion on meeting postings. The meetings and how they are run will not change.

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 20-24, 2020

Tuesday	January 21, 2020	6:30 p.m.	Regular School Board Meeting* Board Room - 2nd Floor
Wednesday	January 22, 2020	6:00 p.m.	Boundary Study Community Meeting East High School Atrium 301 North 40th Avenue East
Thursday	January 23, 2020	6:00 p.m.	Boundary Study Community Meeting Denfeld High School Commons 401 North 44th Avenue West
Thursday	January 23, 2020	5:00 p.m.	Education Equity Advisory Committee Board Room - 2nd Floor

January 27-31, 2020

Monday	January 27, 2020	5:30 p.m.	Superintendent Search Walk-in Community Focus Group Denfeld High School 401 North 44th Avenue West
Tuesday	January 28, 2020	4:30 p.m.	TENTATIVE - Committee of the Whole Superintendent Search Update Board Room - 2nd Floor

February 3-7, 2020

No meetings scheduled at this time

February 10-14, 2020

Monday	February 10, 2020	4:15 p.m.	School Board Meeting Education Committee - Working Session Board Room - 2nd Floor
Tuesday	February 11, 2020	4:15 p.m.	School Board Meeting Human Resources Committee - Working Session Board Room - 2nd Floor
Tuesday	February 11, 2020	4:30 p.m.	School Board Meeting Business Committee - Working Session Board Room - 2nd Floor
		(or to follow the Human Resources Committee)	
Thursday	February 13, 2020	4:15 p.m.	Parent Advisory Committee Special Education Room 213-C - 2nd Floor

February 17-21, 2020*No meetings scheduled at this time***February 24-28, 2020****Monday February 24, 2020**

6:30 p.m.

***New date!* Regular School Board Meeting*
Board Room - 2nd Floor**

Thursday February 27, 2020

5:00 p.m.

Education Equity Advisory Committee
Board Room - 2nd Floor**March 2-6, 2020***No meetings scheduled at this time***March 9-13, 2020**

Monday March 9, 2020

4:15 p.m.

School Board Meeting
Education Committee - Working Session
Board Room - 2nd Floor**Wednesday** March 11, 2020

4:15 p.m.

School Board Meeting
Human Resources Committee - Working Session
Board Room - 2nd Floor**Wednesday** March 11, 2020

4:30 p.m.

*(or to follow the Human
Resources Committee)*School Board Meeting
Business Committee - Working Session
Board Room - 2nd Floor**March 16-20, 2020**

Tuesday March 17, 2020

6:30 p.m.

Regular School Board Meeting*
Board Room - 2nd Floor**If a Regular School Board 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.*Office of the Superintendent
Updated January 17, 2020

Regular School Board Meeting

January 21, 2020

6:30 p.m.

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Consent Agenda

1. Approval of Minutes from Past School Board Meetings

- a. December 16, 2019 Special Meeting - Superintendent Search
- b. December 17, 2019 Regular School Board Meeting
- c. January 6, 2020 Organizational Meeting

2. Approval of Resolutions

- a. Education Committee - January 13, 2020
 - i. Resolution # E-1-20-3708 - Acceptance of Grant Awards
- b. Human Resources Committee - January 14, 2020
 - i. None
- c. Business Committee - January 14, 2020
 - i. Resolution # B-1-20-3709 - Acceptance of Donations
 - ii. Resolution # B-1-20-3710 - Authorized Bank Account Signers
 - iii. Resolution # B-1-20-3711 - Authorizing the Listing of Historical Old Historic Central High School (HOCHS) for Sale
 - iv. Resolution # B-1-20-3712 - 2020 Legislative Platform

3. Approval of Action Items

- a. Education Committee
 - i. Diploma Request(s)
- b. Human Resources Committee
 - i. Staffing Report - January 14, 2020
- c. Business Committee
 - i. Financial Report
 - ii. Bids - None
 - iii. RFPs - None
 - iv. Quotes - None
 - v. Contracts, Change Orders and Leases - None

4. Approval of Policy Readings

- a. Education Committee
 - i. First Readings
 1. Policy 908 (renumbered from 1035) - Relationship with Media
 - ii. Second Readings
 1. None

Regular School Board Meeting

January 21, 2020

6:30 p.m.

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- b. Human Resources Committee
 - i. First Readings
 - 1. None
 - ii. Second Readings
 - 1. Policy 426 - Nepotism
- c. Business Committee
 - i. First Readings
 - 1. Policy 213 - School Board Committees Bylaw
 - ii. Second Readings
 - 1. None

5. Approval of Committee Reports*

*By approving Committee Reports, the board acknowledges and approves all informational and action items represented in the Regular School Board Meeting Report for each committee:

- a. Education Committee - January 13, 2020
- b. Human Resources Committee - January 14, 2020
- c. Business Committee - January 14, 2020

Minutes of the Special School Board Meeting

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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, December 16, 2019

Members Present:

Kelly Durick Eder

David Kirby

Rosie Loeffler-Kemp

Jill Lofald

Alanna Oswald

Nora Sandstad

Sally Trnka (left at 7:15 p.m.)

Others Present:

Jackie Dolentz, Secretary

- Chair Loeffler-Kemp called the Special School Board meeting of December 16, 2019 to order at 5:07 p.m.

Welcome and introductions took place.

Discussion among the Board and with BWP of what a school Board liaison is, what they will do and who would best fill that role. Members Oswald and Lofald will continue to be the liaisons.

Discussion took place regarding the budget for the superintendent search. Member Trnka will meet with the CFO to determine a budget, thresholds for spending.

Per Human Resources Manager Sworsky, the following was the budget breakdown for the superintendent search:

- \$6,000 - \$8,000 for additional expenses such as travel.
- \$4,000 in advertising expenses
- \$29, 000 - \$33,000 overall estimated budget

Discussion took place regarding the possibility of having a community survey: does the Board want one, what format (electronic, paper, both), where do they want it posted so folks could take the survey, what languages to have the survey in. Per Katie Kaufman, Public Relations, we do have the ability to post the survey online, we could share on social media, hard copies at all school sites should be considered, and direct mail is a possibility. An online survey would need to be ADA compliant. How do we avoid multiple submissions? Paper copies would make duplicate submissions a real possibility. Questions on the survey could be open-ended. The Board decided that there should be an online survey. It was also decided BWP will send the survey draft to the Board liaisons. The Board liaisons will send out to the full Board and the Board will not respond to all to avoid violating open meeting law.

The School Board will need a financial breakdown of what a survey direct mail would cost, who would receive and what would the timelines look like. A direct mail will cause a slowed timeline as it needs to be mailed out, filled out, and returned for compilation. Per Ms. Kaufman, a direct mail to all property tax payers would cost about \$15,000. The thought would be to send a postcard with information to how to get to online survey, where to find paper copies (at the schools) or print a postcard that could be handed out.

Advertising options were discussed. A draft job posting was distributed. BWP will advertise on applicable free websites as well as face to face recruitment at events they attend.

The decision was made to post the advertisements in MASA (cost TBD), AASA (\$450), NABSE (\$250) and ALAS (\$150). BWP recommended the advertisements be posted for no more than two months due to timelines. The Board requested the BWP look for indigenous sites to post as well. BWP will be at the Wisconsin School Board Associate in January and will be recruiting there as well.

BWP will conduct individual meetings with each Board member using Zoom.

BWP will be here to conduct face to face stakeholder meetings/ focus groups. They will ask for feedback from these groups on who they want to see in a superintendent and feedback on the school district. These groups will meet at specific times but there will be an open time period for those who can't make their assigned groups, weren't invited, etc. How will groups be invited? The Board will need to put together a list of stakeholders and focus groups (parent groups, employees, student groups, PTAs, equity groups, townships and City of Rice Lake, etc. using Ms. Kaufman's very thorough list). How many focus groups can they hold in one day, how many people per groups, will press be there? BWP recommends the meetings be an hour (50 minutes), that press not be invited to cover the focus groups, a total of seven meetings with an open ended meeting per day, limited to 13-15 per group but could be as large as 25. BWP will coordinate with Board liaisons and Board secretaries to schedule these meetings.

The overall search timeline was discussed. BWP recommended the job be offered and accepted preferably by the end of March – mid April (with a job start of July 1st).

BWP will not be in the room with the Board interviewing candidates. BWP will train the Board on the interview process.

Dates to add to the timeline:

- Organizational Mtg: January 6
- MSBA: 1/14 – 1/17
- MLK: 1/20
- January Board Mtg: January 21
- Boundary Study: 1/22 and 1/23
- Winter Break: 2/17 – 2/21
- Spring Break: 4/6 – 4/10

Ms. Kaufman and the Board liaisons will work on obtaining attendees per community group for the focus groups. BWP will put the calendar together and send to Board liaisons.

M-Oswald, S-Sandstad, to adjourn the meeting. Upon a vote, the same was approved – 6-0.

- Chair Loeffler-Kemp adjourned the Special School Board meeting of December 16, 2019 at 7:42 p.m.

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, 2019

Members Present:

Kelly Durick Eder
David Kirby
Rosie Loeffler-Kemp
Jill Lofald
Alanna Oswald
Nora Sandstad
Sally Trnka

Others Present:

Bill Gronseth, Superintendent
Cathy Erickson, CFO
Jackie Dolentz, Secretary

Student Representatives:

Vanessa Farrell (East)
Emma Natale (Denfeld)

➤ Chair Loeffler-Kemp called the Regular School Board meeting of December 17, 2019 to order at 6:31 p.m., and the pledge of allegiance to the American flag was given.

M-Trnka, S-Durick Eder, to approve the agenda. Upon a vote to approve the agenda as presented, the same was approved – unanimously.

Chair Loeffler-Kemp asked school board members if there were any corrections or changes to the minutes of the Regular School Board Meeting of November 19, 2019.

M-Kirby, S-Lofald, to approve the minutes of the November 19, 2019 Regular School Board Meeting as presented. Upon a vote, the same was approved – unanimously.

Chair Loeffler-Kemp asked school board members if there were any corrections or changes to the minutes of the Special Closed School Board Meeting of December 9, 2019.

M-Lofald, S-Kirby, to approve the minutes of the December 9, 2019 Special Closed School Board Meeting as presented. Upon a vote, the same was approved – unanimously.

The School Board recognized Member Sandstad for her years of service on the School Board; tonight's meeting will be her last. Thank you Member Sandstad!

School and Community Recognition December 2019

Jeff Horton: Members of the Board, this month I'm pleased to introduce Jamie De La Cruz for recognition. Ms. De La Cruz is a member of the Oneida Nation in Wisconsin. She is an American Indian Home/School Liaison for our American Indian Education Program. Home/School liaisons work to enhance communication between schools and families. They help families navigate school processes and help school personnel better understand cultural and

linguistic differences that may affect students. For her work, the Minnesota Indian Education Association presented Ms. De La Cruz with the 2019 K-12 Counselor/Liaison of the Year Award. This prestigious Award was presented during the MIEA's 35th Annual Conference in November. The Award recognizes leadership, work in the American Indian Education Community, reflection of American Indian culture in life/work and other achievements. Ms. De La Cruz, you are truly making a difference in the lives of students. Congratulations on receiving this award and thank you for all you do to support education in Duluth.

Truth In Taxation Presentation

December 2019

The Truth in Taxation Presentation was given by Cathy Erickson, Chief Financial Officer, Executive Director of Business Services.

The public was given an opportunity to ask questions.

Public Comments

December 2019

Student Representatives Natale and Farrell read the Community Vision and Priorities for Duluth's Schools and the Eleven Tools of Civility.

Ethan Fisher, no address provided, spoke to the School Board about music concerts.

Nicole Jensen, no address provided, spoke to the School Board about the PBIS framework at Lincoln Park Middle School.

Betty Greene, 4015 Dodge Street, spoke to the School Board about the Boundary Study process.

Kevin Skwira-Brown, no address provided, spoke to the School Board about the Boundary Study process and the hiring process of building principals.

Loren Martell, 623 East Seventh Street, read a brief passage from the book he has been writing.

Audrey Devine Eller, 414 North Tenth Avenue East, spoke to the School Board about the Boundary Study process.

Communications, Petitions, Etc.

December 2019

Chair Loeffler-Kemp stated that there were no communications received.

Superintendent's Report
December 2019

There are only 3 days until winter break! I am sure I don't have to remind students that there is no school from December 23-Jan 1. We will be back in session on January 2, 2020.

I have a few thank you comments to share tonight. First, we have had record snowfall so far this year and our facilities crews have been hard at work moving mountains of snow. We appreciate all of your efforts!

I would also like to thank the many people involved with the special programs at all of our schools over the past few weeks. Our students' talents are showcased with music, singing, art work, and more. I know it takes a lot of work behind the scenes to make all of this happen. Our music teachers, art teachers, facilities crews for setting it all up and cleaning up afterwards, staff and volunteer parents for keeping everything running smoothly, and the community for attending. All of these programs are a great way for our communities to come together to celebrate our students.

Thank you to those who continue to provide feedback on the boundary study scenarios and the process. We are sharing what has been provided with Cooperative Strategies, the company leading this process. Next month we will continue the process with more opportunities to provide input through public meetings and on-line surveys. We will continue to add information to the website as the process continues.

A while back while I was visiting a school I overheard a student wish another student a "Merry Christmas!" The response was, "Thanks, and I wish you a Happy Hanukah!" Oh, ya, thanks!" It wasn't an uncomfortable exchange; it was sincere. It was an exchange that demonstrated their understanding and acceptance of each other. It was a recognition that their cultures, beliefs, and traditions were different. They honored each other by respectfully sharing their own greetings.

This time of year means a lot of different things to different people. Whatever it means to you and your family, I hope it is filled with joy and that it is exactly what you are hoping it will be.

Before we have our students share their final reports as representatives to the school board, I would like to thank them for a wonderful year. We have enjoyed your reports and your input over the last year. We have a small token of our appreciation for each of you.

Vanessa Farrell, Student Representative from Duluth East, reported to the Board the highlight of the November month was the week-long Thanksgiving break due to the snow storm. This week is winter week and gets all the students involved in an assembly, skating parties, dress-up days, boys basketball game (undefeated), and a holiday concert at the DECC. The Executive Board is putting on a backpack drive for supplies for students in need. A recent Animal Allies drive resulted in over 200 items collected and donated!

Emily Natale, Student Representative from Duluth Denfeld, reported to the Board the snow days were the highlight of the month! Other activities included a holiday concert and student government hosting an adopt-a-family to help collect items to give to an anonymous family in

need. A separate toy drive is also being held to collect toys to help families in need. The Key Club held a school-wide coin wars to collect as many coins as possible. These coins are donated to a local non-profit. Holiday movie night is coming up for Freshman. Pep assembly will ring the students into break. Thank you for the opportunity to serve on the Board.

Education Committee Report
December 2019

Member Lofald presented the Education Committee report which was available electronically to each school board member.

Member Lofald presented the resolution:

RESOLUTION

Designation of Identified Official with Authority for the MDE External
User Access Recertification System

WHEREAS, The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA).

NOW, THEREFORE, BE IT RESOLVED, The Superintendent recommends the Board authorize Sheryl Williams to act as the Identified Official with Authority (IOwA) for the Head Start Organization, Duluth Head Start 7010-84.

Resolution E-12-19-3691

December 17, 2019

M-Lofald, S-Sandstad, to approve Resolution E-12-19-3691 – Designation of Identified Official with Authority for the MDE External User Access Recertification System. Upon a vote, the same was approved – unanimously.

Member Lofald 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 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
Minnesota Agriculture in the Classroom (MAITC) Foundation	Leah McNeil	Clock Tower Catering Project	\$400	Funds will be used toward the purchase of chafing dishes for the Clock Tower Catering project.
Class of 55/Steve Anderson Greater Denfeld Foundation Fund	Various	Various – Class of 55/Steve Anderson Greater Denfeld Foundation Fund Applications	\$10,000	Funds will be used to support various projects and initiatives at Denfeld High School.
Autism Association of Northern MN/Autism Walk Northland	Amy Samuel	Lester Park Elementary Level 3 ASD	\$800	Funds will be used to purchase the Pro ED Environmental Print Reading Program for Level 3 ASD students at Lester Park Elementary.

E-12-19-3693

December 17, 2019

M-Lofald, S-Trnka, to approve Resolution E-12-19-3693 – Acceptance of Grant Awards to Duluth Public Schools. Upon a vote, the same was approved – unanimously.

M-Lofald, S-Durick Eder, to approve the remainder of the Education Committee Report. Upon a vote, the remainder of the Education Committee Report was approved – unanimously.

Human Resources Committee Report
December 2019

Member Kirby presented the Human Resources Committee report which was available electronically to each school board member.

M-Kirby, S-Trnka, to approve the Human Resource Committee report.

Member Sandstad withheld Item 2.A.

Member Sandstad withheld Item 2.A. New Policy 426 – Nepotism in Employment to voice her support of this policy.

Discussion took place on this item.

Upon a vote, the same was approved – unanimously.

Business Committee Report
December 2019

Member Trnka presented the Business Committee report which was available electronically to each school board member.

Member Trnka presented the resolution:

RESOLUTION

Acceptance of Donations to Duluth Public Schools

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

WHEREAS, acceptance of the donations 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 donations 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 individuals and organizations.

SCHOOL	DONOR	AMOUNT	RESTRICTION	COMMENTS
Congdon	Messina Property Management	\$100.00	Unpaid lunch balances	
Curriculum	Carolyn and Jerry Zanko	In Kind	None	72 pair of knitted mittens, 24 hats, 3 quilts distributed to Laura Mac, Denfeld, Myers, Lincoln Park
District	Michelle Emme	In Kind	Music Program	Donation of West Coast Strings: Dario Giovanni Violin (See invoice from Christian Eggert Violin dated 4/20/15)
Homecroft	Wells Fargo Your Cause	\$30.00	None	
Lester Park	University of MN	\$2,500.00	None	For participation in The Good Behavior Game study
Lester Park	Ms. Gloria Brunette	\$30.00	Unpaid lunch balances	
Lowell	Jeanne LeMay	In Kind	None	Donated several bottles that can be handcrafted to be used for Social, Emotional Learning.
Lowell	Van Loon Family	In Kind	None	They donated a HUGE box of shoes, cleats, boots, etc to be used in the Lowell Kid's Closet.

Myers-Wilkins	Helen Gruba	\$20.00	Books for Kids literacy project	
Myers-Wilkins	Shirley Pommerville	\$200.00	Books for Kids literacy project	
Myers-Wilkins	Barbara Fischer	\$300.00	Books for Kids literacy project	
Myers-Wilkins	St. Lukes	\$500.00	Books for Kids literacy project	
Myers-Wilkins	Altrusa Int'l - Duluth	\$200.00	Books for Kids literacy project	
Myers-Wilkins	Rev. John and Sally Maki	\$30.00	Books for Kids literacy project	
Ordean-East	Ordean East PTA	\$384.62	Scholastic Scope magazine	
Ordean-East	Ordean-East PTA	\$37.28	Mesh bags for lunchtime from Gopher	
Stowe	Paul and Susan Bachinski	In Kind	Stowe Play Scape	Aluminum fishing boat used for a sandbox in the playscape
Stowe	Minnesota Power Employees Credit Union	\$500.00	Wolf Ridge trip	Wolf Ridge scholarships
Stowe	Unknown	\$466.00	Wolf Ridge trip	Anonymous donations
Stowe	Anonymous	\$400.00	Wolf Ridge scholarships	Anonymous donations
Stowe	Stowe Parent Group	\$1,400.00	Teachers for supplies	
Stowe	Stowe Parent Group	\$1,000.00	Wolf Ridge trip	

B-12-19-3694

December 17, 2019

M-Trnka, S-Lofald, to approve Resolution B-12-19-3694 – Acceptance of Donations to Duluth Public Schools. Upon a vote, the same was approved – unanimously.

Member Trnka presented the resolution:

R E S O L U T I O N
Certified Tax Levy 2019 Payable 2020

BE IT RESOLVED, By the School Board of Independent School District No. 709, St. Louis County, Minnesota, to hereby set the Tax Levy for 2019 Payable 2020 at \$40,089,645.79.

Resolution B-12-19-3695

December 17, 2019

M-Trnka, S-Sandstad, to approve Resolution B-12-19-3695 – Certified Tax Levy 2019 Payable 2020. Upon a vote, the same was approved – unanimously.

M-Trnka, S-Oswald, to approve the remainder of the Business Committee report.

Member Sandstad withheld Item 4.C.
Member Trnka withheld Item 5.A.2)

Member Sandstad withheld item 4.C. Revise Bylaw 203.2 Order of the Regular School Board Meeting Bylaw to ask clarifying questions on the organization of the consent agenda and to ask that emails sent to the Board be included as communications to the School Board in addition the communications received in the mail.

Discussion took place regarding this item.

Member Trnka withheld Item 5.A.2) Essentia Health Sponsorship Agreement to ask about the effective date, the recognition statements and how funds will be split between the two high schools.

Discussion took place regarding this item.

Upon a vote, the remainder of the Business Committee report was approved – unanimously.

Special Resolutions

December 2019

Member Loeffler-Kemp presented the resolution:

RESOLUTION

Board Member Attendance at 2020 MSBA Leadership Conference

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 2020 Leadership Conference in Minneapolis, Minnesota on January 15-17, 2020.

SP-12-19-3696

December 17, 2019

M-Loeffler-Kemp, S-Lofald, to approve the Resolution SP-12-19-3696 Board Member Attendance at 2020 MSBA Leadership Conference. Upon a vote, the same was approved – unanimously.

Member Loeffler-Kemp presented the resolution:

RESOLUTION

Authorizing School Board Members' Attendance at the Minnesota School Boards
Association Phase I, II and IV Orientation Workshops

RESOLVED, That Independent School District 709, St. Louis County, Minnesota, pay costs incurred, as per District policy, for new school board members to attend the Minnesota School Boards Association Phase I, II, and IV Orientation Workshops held in January 2020.

SP-12-19-3697

December 17, 2019

M-Loeffler-Kemp, S-Trnka, to approve the Resolution SP-12-19-3697 Board Member Attendance MSBA Phase I, II, and IV Orientation Workshops. Upon a vote, the same was approved – unanimously.

Other
December 2019

Member Lofald discussed the committee meetings this month and if that format was kept, that the Board have the opportunity to discuss the committees as all the Board members cannot attend in the true committee format.

Member Trnka mentioned that the items brought up by Member Lofald should be on the Board retreat agenda. Member Trnka thanked Superintendent Gronseth for a great year and to the Student School Board Representatives for their time on the Board. Thank you also to Member Sandstad for her four years of service on the School Board and welcome to new Board Member Paul Sandholm.

M-Trnka, S-Sandstad, to adjourn the meeting. Upon a vote, the same was approved – unanimously.

Chair Loeffler-Kemp adjourned the Regular School Board Meeting of December 17, 2019 at 8:38 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, 2020 at 4:30 p.m.

Members Present:

Kelly Durick Eder
David Kirby
Rosie Loeffler-Kemp
Jill Lofald
Alanna Oswald
Paul Sandholm
Sally Trnka

Others Present:

Bill Gronseth, Superintendent
Cathy Erickson, Deputy Clerk
Melinda Thibault, Secretary

- Temporary Chairperson Loeffler-Kemp called the Annual Organizational School Board meeting to order at 4:33 p.m.

Temporary Chairperson Loeffler-Kemp reviewed the voting process for this meeting.

M-Lofald, S-Kirby, to approve the agenda. Upon a vote to approve the agenda as presented, the same was approved – unanimously.

Election of Chairperson:

- Temporary Chair Loeffler-Kemp opened the nominations for the office of Chairperson
- Member Trnka nominated Member Oswald for the office of Chairperson
- Member Durick Eder nominated Member Lofald for the office of Chairperson
- Temporary Chair Loeffler-Kemp closed the nominations for the office of Chairperson

Each nominee gave an overview of why they thought they should be voted Chairperson.

Deputy Clerk Erickson announced that Member Lofald was elected as Chairperson 6-1 as follows:

Lofald (6 votes): Durick Eder, Kirby, Loeffler-Kemp, Lofald, Sandholm, Trnka
Oswald (1 vote): Oswald

Election of Vice Chairperson

- Chair Lofald opened the nominations for the office of Vice Chairperson
- Member Loeffler-Kemp nominated Member Kirby
- Member Trnka nominated Member Durick Eder for the office of Vice Chairperson
- Chair Lofald closed the nominations for the office of Vice Chairperson

Each nominee gave an overview of why they thought they should be voted Vice-Chairperson.

Chair Lofald announced that Member Durick Eder was elected as Vice-Chair 5-2 as follows:

Durick Eder (5 votes): Durick Eder, Lofald, Oswald, Sandholm, Trnka
Kirby (2 votes): Kirby, Loeffler-Kemp

Election of Clerk:

- Chair Lofald opened the nominations for the office of Clerk
- Member Trnka nominated Member Oswald for the office of Clerk
- Lofald closed the nominations for the office of Clerk

Chair Lofald announced that Member Oswald was elected as Clerk by acclamation.

Election of Treasurer:

- Chair Lofald opened the nominations for the office of Treasurer
- Member Oswald nominated Member Trnka for the office of Treasurer
- Chair Lofald closed the nominations for the office of Treasurer

Chair Lofald announced that Member Trnka was elected as Treasurer by acclamation.

Appointment of Deputy Clerk:

M-Lofald, S-Oswald, to appoint Cathy Erickson as Deputy Clerk. Upon a vote, the same was approved - unanimously.

Chair Lofald appointed Cathy Erickson as Deputy Clerk.

Appointment of Board Secretaries:

M-Trnka, S-Oswald, to appoint Jackie Dolentz and Melinda Thibault as Board Secretaries. Upon a vote, the same was approved - unanimously.

Chair Lofald appointed Jackie Dolentz and Melinda Thibault as School Board Secretaries.

Member Trnka 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 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 B-1-20-3698

January 6, 2020

**M-Trnka, S-Lofald, to approve Resolution B-1-20-3698, Selection of Meeting Dates/Times.
Upon a vote, the same was approved – unanimously.**

Member Loeffler-Kemp 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 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, 2020, 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 FNMA, Cusip xxxxxxXA0, due 2/26/2024

\$250,000.00 FHLB, Cusip xxxxxxW78, due 3/11/2022

NORTH SHORE BANK OF COMMERCE –

\$200,000.00 FHLB, Cusip xxxxxxVK9, due 11/28/2023

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 B-1-20-3699

January 6, 2020

M-Loeffler-Kemp, S-Durick Eder, to approve Resolution B-1-20-3699 - Designation of Depositories and Acceptance of Collateral. Upon a vote, the same was approved – unanimously.

Member Oswald 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 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 B-1-20-3700

January 6, 2020

M-Oswald, S-Trnka, to approve Resolution B-1-20-3700 - Designation of Authority to Perform Electronic Fund Transfers. Upon a vote, the same was approved – unanimously.

Member Sandholm presented the resolution as follows:

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 expenditure contracts for the lease, purchase, and contract for goods or services within budgetary and policy limits up to \$100,000 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 County, 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 B-1-20-3701

January 6, 2020

M-Sandholm, S-Kirby, to approve Resolution B-1-20-3701 - Authorization for the Superintendent of Schools and CFO/Executive Director of Business Services to Sign Contracts and Grants.

Discussion took place regarding the resolution.

Upon a vote, the same was approved – 5-2 as follows:

Yea: Durick Eder, Kirby, Lofald, Loeffler-Kemp, Sandholm

Nay: Oswald, Trnka

Member Kirby 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.
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 of Schools
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 B-1-20-3702

January 6, 2020

M-Kirby, S-Loeffler-Kemp, to approve Resolution B-1-20-3702 – Selection of District's Legal Counsel.

Discussion took place regarding the resolution.

Upon a vote, the same was approved – unanimously.

Member Durick Eder 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-1-20-3703

January 6, 2020

M-Durick Eder, S-Sandholm, to approve Resolution B-1-20-3703 – Selection of District’s Newspaper.

Discussion took place regarding this item.

Upon a vote, the same was approved – unanimously.

Member Trnka presented the resolution as follows:

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 | 7. Apologize |
| 2. Listen | 8. Give constructive criticism |
| 3. Be inclusive | 9. Take responsibility |
| 4. Don’t gossip | 10. Be honest and care for others |
| 5. Show respect | 11. Show your evidence; share your reasoning |
| 6. Be agreeable | |

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 B-1-20-3704

January 6, 2020

M-Trnka, S-Loeffler-Kemp, to approve Resolution B-1-20-3704 – Accepting the Eleven Tools of Civility. Upon a vote, the same was approved – unanimously.

Member Loeffler-Kemp presented the resolution as follows:

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 from Denfeld, East and the Area Learning Center.

BE IT FURTHER RESOLVED THAT the term for the 2020 Student School Board Representatives will be January 6, 2020 to December 31, 2020.

Resolution B-1-20-3705

January 6, 2020

M-Loeffler-Kemp, S-Durick Eder, to approve Resolution B-1-20-3705 – Approving the Continued Participation of Student School Board Representatives.

Discussion took place regarding this item.

Upon a vote, the same was approved - unanimously.

Member Oswald presented the resolution:

RESOLUTION

Columbus Day

BE IT RESOLVED that, pursuant to M.S. 645.44, Subd. 5., the School Board of Independent School District No. 709 has determined that Columbus Day is not a legal holiday regarding conducting public school business.

M-Oswald, S-Sandholm, to approve Resolution B-1-20-3706 – Columbus Day.

Discussion took place regarding this item.

Upon a vote, the same was approved - unanimously.

Member Kirby presented the resolution:

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>
Paul Sandholm	Substitute Teacher	January 2020 - June 2020

SP-1-2-2707

January 6, 2020

M-Kirby, S-Durick Eder, to approve Resolution B-1-20-3707 – Employment of a School Board Member by the District. Upon a vote, the same was approved - unanimously.

M-Trnka, S-Durick Eder, to adjourn the meeting. Upon a vote, the same was approved – unanimously.

- Chair Loeffler-Kemp adjourned the Annual Organizational School Board meeting of January 6, 2020 at 5:30 p.m.

RESOLUTION**Authorizing School Board Members' Attendance at the Minnesota School Boards
Association Officers Workshops**

RESOLVED, That Independent School District 709, St. Louis County, Minnesota,
pay costs incurred, as per District policy, for new school board members to attend the
Minnesota School Boards Association Officers Workshops held in February 2020.

Resolution SP-1-20-3713

January 21, 2020