

**INDEPENDENT SCHOOL DISTRICT NO. 625  
Saint Paul, Minnesota**

**ANNUAL MEETING OF THE BOARD OF EDUCATION  
360 Colborne**

**JANUARY 9, 2007  
5:45 P.M.**

**I. CALL TO ORDER**

The meeting was called to order by Chair Ms. Street-Stewart at 5:52 p.m.

**II. ROLL CALL**

Present: Ms. Carroll, Mr. Conlon, Ms. Kong-Thao, Mr. Goldstein, Mr. Oertwig, Mr. Brodrick, Ms. Street-Stewart, Superintendent Carstarphen, Mr. Lalla, General Counsel and Ms. Polsfuss, Assistant Clerk.

**III. APPROVAL OF THE ORDER OF THE AGENDA**

**MOTION: It was moved by Ms. Kong-Thao, seconded by Ms. Carroll, that the order of the agenda be approved.**

Motion was approved with the roll call vote as follows

Ms. Carroll	Yes
Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

**IV. ELECTION OF OFFICERS**

**1. Chair of the Board of Education**

Ms. Street-Stewart opened nominations for the office of the Chair of the Board of Education.

**MOTION: Mr. Conlon nominated Elona Street-Stewart for the office of the Chair. Ms. Kong-Thao seconded the nomination.**

Further nominations were called for; there were none.

The motion was approved with the following roll call vote:

Ms. Carroll	Yes
Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

**2. Vice Chair of the Board of Education**

Ms. Street-Stewart, Chair, opened nominations for the office of Vice Chair of the Board of Education.

**MOTION: Ms. Street-Stewart nominated Kazoua Kong-Thao for the office of Vice Chair. Mr. Oertwig seconded the nomination.**

Further nominations were called for; there were none.

The motion was approved with the following roll call vote:

Ms. Carroll	Yes
Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

**3. Clerk of the Board of Education**

Ms. Street-Stewart opened nominations for the office of Clerk of the Board of Education.

**MOTION: Mr. Oertwig nominated Tom Conlon for the office of Clerk of the Board of Education. Mr. Brodrick seconded the nomination.**

Further nominations were called for; there were none.

The motion was approved with the following roll call vote:

Ms. Carroll	Yes
Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

**4. Treasurer of the Board of Education**

The Chair opened nominations for the office of Treasurer of the Board of Education.

**MOTION: Mr. Brodrick nominated Tom Goldstein for the office of Treasurer of the Board of Education. Mr. Oertwig seconded the nomination.**

Further nominations were called for; there were none.

The motion was approved with the following roll call vote:

Ms. Carroll	Yes
Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

**V. RESOLUTIONS (Board Files 27070-27077)**

**MOTION: Ms. Carroll moved approval of all attached resolutions: Appointment of the Assistant Treasurer; Appointment of the Assistant Clerk; Resolution Naming Depository Accounts; Resolution Naming Banks as Custodians for Safekeeping of Collateral; Resolution Authorizing Investments of School District Funds; Resolution Naming Brokerage Accounts; Resolution Naming the Official Newspaper and Resolution to Adopt and Confirm All Policies Contained in Board Policy Manual. Motion seconded by Mr. Brodrick.**

The motion was approved with the following roll call vote:

Ms. Carroll	Yes
Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

## **VI. ADJOURNMENT**

**MOTION:**                    **Ms. Carroll moved the meeting adjourn, seconded by Mr. Conlon.**

The motion was approved with the following roll call vote:

Ms. Carroll	Yes
Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

The meeting adjourned at 6:05 p.m.

Prepared and submitted by:  
Marilyn Polsfuss, Assistant Clerk  
Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 625  
BOARD OF EDUCATION  
SAINT PAUL PUBLIC SCHOOLS  
RESOLUTION – GENERAL FORM



Board File No. 27070

Date January 9, 2007

---

---

BE IT RESOLVED, by the Board of Education of Independent School District No. 625, that it herewith appoints Lois M. Rockney, Chief Business Officer, as the Assistant Treasurer of this school district for 2007.

Adopted \_\_\_\_\_

\_\_\_\_\_  
CHAIR Board of Education

\_\_\_\_\_  
CLERK Board of Education

**INDEPENDENT SCHOOL DISTRICT NO. 625**  
**BOARD OF EDUCATION**  
**SAINT PAUL PUBLIC SCHOOLS**  
**RESOLUTION – GENERAL FORM**



Board File No. 27071

Date January 9, 2007

---

---

BE IT RESOLVED, by the Board of Education of Independent School District No. 625, that it herewith appoints Marilyn Polsfuss as the Assistant Clerk of this school district for 2007.

Adopted \_\_\_\_\_

\_\_\_\_\_  
CHAIR Board of Education

\_\_\_\_\_  
CLERK Board of Education

**INDEPENDENT SCHOOL DISTRICT NO. 625**  
**BOARD OF EDUCATION**  
**SAINT PAUL PUBLIC SCHOOLS**  
**RESOLUTION – GENERAL FORM**



Board File No. 27072

Date January 9, 2007

---

---

BE IT RESOLVED, by the Board of Independent School District No. 625, that it hereby authorizes, approves, and designates the following listed banks as depositories for school district funds, according to the terms and provisions of this resolution and the requirements contained in Minnesota Statutes, Chapter 118A.

US Bank  
US Bank Trust  
Wells Fargo  
Western State Bank

BE IT FURTHER RESOLVED, that the Treasurer and Assistant Treasurer shall deposit the funds of said school district in said depositories according to provisions of the above statutes and in accordance with the provisions of this resolution.

BE IT FURTHER RESOLVED, that the funds of said school district are to be deposited in the depositories as follows:

- US BANK
1. General Operating Funds
  2. Construction Funds (two accounts)
  3. Debt Service Fund
  4. Cafeterias
  5. Federal Withholding
  6. Dental Account
  7. Select Account
  8. Certificates of Deposit

Adopted \_\_\_\_\_

\_\_\_\_\_  
CHAIR Board of Education

\_\_\_\_\_  
CLERK Board of Education

US BANK TRUST  
Bond Proceeds

WELLS FARGO  
1. Employee Payroll  
2. Travel Advance Account

WESTERN STATE BANK  
1. Secondary Principals' Petty Cash  
2. Elementary Principals' Petty Cash  
3. Other Programs Petty Cash as follows: Area Learning Center Principals and Summer School; Valley Branch ELC; Boys Totem Town; Community Programs; Discovery Club; Early Childhood Family Education; Federal Programs; Focus Beyond; Guidance and Related Services; Hubb Lifelong Learning Center; Indian Education; International Academy/LEAP; Juvenile Detention Center; Plant Planning and Maintenance; Project Achieve, River East Day Treatment and St. John's PAS; Residential Treatment Center; Rondo Early Childhood Special Education; TIP/EIP (Truancy); Transportation; Vision Program, Professional Development Center; Wheelock Early Childhood Special Education  
4. Intra School Petty Cash

BE IT FURTHER RESOLVED, that the above named Banks, (hereafter called "Banks") are hereby designated as a depository of this Organization and that a checking or deposit account be opened and maintained in the name of this Organization with said Bank and that all checks, drafts or other orders for the payment of money from said account be signed by the facsimile signatures of the corporate officers and physical signatures of two designated individuals (Superintendent, Assistant Treasurer, Chief Accountant, or Chief Budget Analyst) when checks exceed \$25,000. The signature cards shall stipulate these signing agreements. The Treasurer and Assistant Treasurer are authorized to endorse all notes, drafts, checks, bills, certificates of deposit or other items payable to or owned or held by this Organization for deposit in said account, or for collection or discount by said Bank; and to accept drafts and other items payable at said Bank and to waive protest of any check, note, bill or other item made, drawn or endorsed by or to the order of this Organization.

BE IT FURTHER RESOLVED, that the Bank is hereby directed to accept and pay without further inquiry any note, draft or check against said account bearing the signature or signatures of authorized officers even though drawn or endorsed to the order of any officer signing the same, or tendered by such officer for cashing or in payment of the individual obligation of such officer or for deposit to his personal account, and the Bank shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed in accordance with the foregoing resolution, or the application, or disposition of such item or the proceeds thereof.

FURTHER RESOLVED, that the Assistant Clerk shall certify to said Bank the names of the presently duly elected and qualified officers of the Organization and shall from time to time hereafter, as changes in the personnel of said officers are made, immediately certify such changes to the Bank and the Bank shall be fully protected in relying on such certifications of the Assistant and shall be indemnified and saved harmless from any claims, demands, expenses, loss or damage resulting from or growing out of honoring the signature of any officer so certified or for refusing to honor any signature not so certified.

FURTHER RESOLVED, that the foregoing resolutions shall remain in full force and effect until written notice of their amendment or rescissions shall have been received by Bank and that receipt of such notice shall not affect any action taken by Bank prior thereto; and

FURTHER RESOLVED, that the Assistant Clerk be, and he/she is hereby authorized and directed to certify to said Bank the foregoing resolutions and that the provisions thereof are in conformity with the constitution, articles, rules and by-laws of this Organization.

I further certify that the above named governing body is that body of this Organization authorized to adopt these resolutions and that these resolutions and the powers therein granted conform to the constitution, articles, rules and by-laws of this Organization now in force and effect.

I further certify that the following are the names and official signatures of the present officers and designated signers of this Organization:

OFFICER	NAME	SIGNATURE
Chair		
Clerk		
Treasurer		
Superintendent	Meria Carstarphen	
Assistant Treasurer	Lois M. Rockney	
Chief Accountant	Lawrence Shomion	
Chief Budget Analyst	John Lentz	

IN WITNESS WHEREOF, I have hereunto subscribed by name and affixed the seal of this organization, this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Asst. Clerk

**INDEPENDENT SCHOOL DISTRICT NO. 625**  
**BOARD OF EDUCATION**  
**SAINT PAUL PUBLIC SCHOOLS**  
**RESOLUTION – GENERAL FORM**



Board File No. 27073

Date January 9, 2007

---

---

WHEREAS, to the extent that funds deposited are in excess of available federal deposit insurance, the school district shall require the financial institution to furnish collateral security or a corporate surety bond executed by a company authorized to do business in the state, and

WHEREAS, M.S.A. 118A.01-118A.03 governing the depositories of the public funds states that “all collateral shall be placed in safekeeping in a restricted account at a Federal Reserve Bank, or in an account at a trust department of a commercial bank or other financial institution,” and “the selection shall be approved by the government entity,” and

WHEREAS, the collateral pledged remains under the control of the Assistant Treasurer of the school district; now, therefore

BE IT RESOLVED, that upon the recommendation of the Assistant Treasurer, banks designated as depositories of school district funds shall be permitted to designate any one of the following named banks to act as custodians for safekeeping of the collateral pledged to secure school district deposits; provided, however, that no collateral furnished by any depository bank shall ever be held by such bank:

1. Bank of New York
2. Bankers Trust New York
3. The Federal Reserve Bank of Minneapolis
4. The First National Bank of Chicago
5. J.P. Morgan Chase Bank
6. UBS Financial Services Inc.
7. US Bank
8. US Bank Trust
9. Wells Fargo

Adopted \_\_\_\_\_

CHAIR Board of Education

CLERK Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 625  
BOARD OF EDUCATION  
SAINT PAUL PUBLIC SCHOOLS  
RESOLUTION – GENERAL FORM



Board File No. 27074

Date January 9, 2007

---

---

BE IT RESOLVED, by the Board of Education of Independent School District No. 625, that it herewith authorizes the Assistant Treasurer to invest surplus funds of the District from time to time, as provided in provisions of the Minnesota Statutes and the School Board Investment Policy.

Adopted \_\_\_\_\_

CHAIR Board of Education

CLERK Board of Education



BE IT FURTHER RESOLVED, that PaineWebber is authorized to deal with each Authorized Person individually, including anyone granted a limited or general power of attorney or delegated discretionary authority from any Authorized Person. (PaineWebber Investment Executives may be granted a limited power of attorney for trading purposes only.) From any such Authorized Person of the Corporation, without further inquiry as to his or her authority, PaineWebber may: accept all orders for purchases, sales and distributions requested; follow instructions given verbally or in writing; receive any funds, securities or other property for the account of the Corporation; extend loans in connection with the maintenance of a margin account or PaineWebber Credit Line (if applicable); effect BankCard transactions in connection with the Corporation's account (if applicable), including use of Bank One's Line of Credit in connection with the MasterCard Business Card or Gold MasterCard; honor written instructions from any Authorized Person to write checks against the Corporation's account; send all confirmations, notices, demands, statements and other communications to the Authorized Person and to the Corporation; and PaineWebber will honor all written instructions from any individual Authorized Person to deliver in any manner or any name, including but not limited to bearer form and street certificates, any funds, securities or other property held for the account of the Corporation, attention: Lawrence Shomion, Chief Accountant, 360 Colborne Street, Saint Paul, MN 55102.

BE IT FURTHER RESOLVED, that any withdrawals of money, check writing, BankCard purchases (if applicable) and other non-brokerage transactions including but not limited to obtaining letters of credit and other types of credit facilities made on behalf of the Corporation with PaineWebber are ratified, confirmed and approved, and that PaineWebber is authorized to rely upon the authority conferred by these resolutions until PaineWebber receives a certified copy of resolutions of the Corporation's Board of Directors revoking or modifying these resolutions. In the event that PaineWebber, for any reason, is uncertain as to the continuing effectiveness of the authority conferred by these resolutions or any other resolutions of the Corporation, PaineWebber may refrain from taking any action with respect to this account until such time as it is satisfied as to its authority and PaineWebber shall be indemnified against and held harmless from any claims, demands, expenses, loss or damage, including legal fees and costs, resulting from or arising out of its refraining from taking any action.

BE IT FURTHER RESOLVED, that the Corporation elects Cash Account.

IN WITNESS WHEREOF, I have hereunto subscribed by name and affixed the seal of this organization, this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Clerk

INDEPENDENT SCHOOL DISTRICT NO. 625  
BOARD OF EDUCATION  
SAINT PAUL PUBLIC SCHOOLS  
RESOLUTION – GENERAL FORM



Board File No. 27076

Date January 9, 2007

---

---

BE IT RESOLVED, by the Board of Education of Independent School District No. 625, that the SAINT PAUL LEGAL LEDGER is herewith approved as the official newspaper of the school district.

Adopted \_\_\_\_\_

CHAIR Board of Education

CLERK Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 625  
BOARD OF EDUCATION  
SAINT PAUL PUBLIC SCHOOLS  
RESOLUTION – GENERAL FORM



Board File No. 27077

Date January 9, 2007

---

---

BE IT RESOLVED, by the Board of Education of Independent School District No. 625, that it herewith confirms and readopts all policies contained in the Board Policy Manual.

Adopted \_\_\_\_\_

CHAIR Board of Education

CLERK Board of Education