

REGULAR BOARD MEETING

August 19, 2013

(Unapproved)

The Pelican Rapids Board of Education held a regular meeting on August 19, 2013 in the boardroom at the high school at 6:30 p.m. Board members present: Mitch Monson, Kathy Ouren, Charlie Blixt, Dena Johnson, Jon Karger, and Mike Forsgren. Board members absent: None. Others present: Superintendent Wanek, Brian Korf, Sheila Flatau, Steph Winjum, Barb Ripley, Cary Haugrud, Todd Kuhn, Jeff Peter, Jean McNabb and Bob Seifert.

The meeting was called to order and the Pledge of Allegiance was led by Kathy Ouren.

Mitch Monson moved to approve the meeting agenda with the following additions:

- Approve the para sub rate

- Approve the revised integration budget for 2013-14

The motion was seconded by Jon Karger and carried.

Jon Karger moved to approve the consent agenda consisting of the following items:

- Approve board minutes of regular meeting on July 16, 2013

- Approve payment of the July 31st and August bills as presented

- Accept donations:

 - Scholarships in memory of Linda Haugen-Roger & Kathy Bergren \$15

 - Girls Basketball in memory of Linda Haugen-Daryl & Colette Haugrud \$20

- Personnel:

 - Hire Pamela Jaskowiak as an ADSIS Intervention Teacher

 - Hire Brent Frazier as concessions manager

 - Hire Mitch VerDorn as Jr. High Football coach

 - Hire Amanda Belz as Jr. High Volleyball coach

 - Hire Jessica Brown as Asst. Volleyball coach-returning from last year

 - Hire Marie Cupkie as Asst. Volleyball coach

 - Accept the resignation of Jordan Neubauer as 8th grade math and ALC teacher

 - Hire Andrew Rarick as ½ time 8th grade math and ½ ALC teacher

 - Hire Staci Haiby for Special Ed Para/Office Assistant

 - Approve the reduction of kindergarten paraprofessional-Sarah Husted

 - Approve leave of absence for Ashley Schultz from approximately 9/6/13 to 10/16/13

 - Approve College in the High School Memorandum of Agreements for 2013-14 with U of M-Crookston

 - Approve the post-secondary contract for the 2013-14 school year with M State

 - Adult meal prices were set by the MDE-Lunch \$3.35, Breakfast \$1.60

The motion was seconded by Dena Johnson and carried.

Mike Forsgren moved to approve the date for the Truth in Taxation public meeting – December 16, 2013 at 6:30 pm. The motion was seconded by Mitch Monson and carried.

Dena Johnson moved to accept the milk bid for the 2013-14 school year from Dean Foods/Land O Lakes. The motion was seconded by Mitch Monson and carried.

Charlie Blixt introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO THE ISSUANCE OF SCHOOL BUILDING BONDS
AND CALLING A SPECIAL ELECTION THEREON**

BE IT RESOLVED by the School Board of Independent School District No. 548, Pelican Rapids, State of Minnesota, as follows:

1. The board hereby finds and determines that it is necessary and expedient for the school district to borrow money in an aggregate amount not to exceed \$21,950,000.00, and not to exceed any limitation upon the incurring of indebtedness which shall be applicable on the date or dates of the issuance of such bonds, for the purpose of providing funds for the acquisition and betterment of school sites and facilities, including: interior renovations in numerous areas of the facility including high school science spaces, junior high classrooms, and numerous bathrooms; building additions including a multiple-purpose cafeteria commons, kitchen, gymnasium, replacement fine arts auditorium, locker rooms, wrestling and dance spaces; safety, security, and accessibility improvements including creation of a dedicated secure entrance; parking and site improvements; and district-wide repair and maintenance. The question on the borrowing of funds for these purposes shall be School District Ballot Question 1 on the school district ballot at the special election held to authorize said borrowing.

2. The project has been submitted for review and comment to the Commissioner of Education, in accordance with Minnesota Statutes Section 123B.71. The administration is hereby authorized to take all necessary and appropriate actions in consulting with the Minnesota Department of Education and taking such other actions as necessary to comply with the provisions of Minnesota Statutes Section 123B.71, as amended.

The clerk is hereby authorized and directed to cause the Commissioner's Review and Comment to be published in the legal newspaper of the district at least twenty (20) but not more than sixty (60) days prior to the date of the special election as specified in paragraph 3 of this resolution.

3. The question of the borrowing of said funds in the maximum amount of \$21,950,000.00 shall be submitted to the qualified voters of the school district at a special election, which is hereby called and directed to be held on Tuesday, the 5th day of November, 2013, between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

4. Pursuant to Minnesota Statutes, Section 205A.11, the school district combined polling places and the precincts served by those polling places, as previously established and designated by school board resolution for school district elections not held on the day of a statewide

election, are hereby designated for this special election. This combined polling place is located at the Pelican Rapids High School, 310 S. Broadway, Pelican Rapids, Minnesota.

The clerk is hereby authorized and directed to prepare a notice to any voters who will be voting at a combined polling place for this special election. The notice must be sent by nonforwardable mail to every affected household in the school district with at least one registered voter. The notice must be mailed no later than fourteen (14) days before the date of the election. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor. The notice must include the following information: the date of the election, the hours of voting and the location of the voter's polling place. This notice may be in the same form as the notice of special election to be published and posted.

5. The clerk is hereby authorized and directed to cause written notice of said special election to be provided to the county auditor of each county in which the school district is located, in whole or in part, and to the Commissioner of Education at least seventy-four (74) days before the date of said special election. The notice shall include the date of said special election and the title and language for each ballot question to be voted on at said special election.

The clerk is hereby authorized and directed to cause notice of said special election to be posted at the administrative offices of the school district at least ten (10) days before the date of said special election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said special election and to cause a sample ballot to be posted in each polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot.

The clerk is hereby authorized and directed to cause notice of said special election to be published in the official newspaper of the school district, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said special election.

The notice of election so posted and published shall state the question to be submitted to the voters as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is hereby authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place or combined polling place on election day.

6. The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this special election.

7. The clerk is further authorized and directed to cause or to cooperate with the proper election officer's to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system.

SPECIAL ELECTION BALLOT
INDEPENDENT SCHOOL DISTRICT NO. 548
PELICAN RAPIDS

November 5, 2013

INSTRUCTIONS TO VOTERS

To vote, completely fill in the oval next to your choice, like this:



To vote for a question, fill in the oval next to the word "YES" for that question.

To vote against a question, fill in the oval next to the word "NO" for that question.

SCHOOL DISTRICT BALLOT QUESTION 1

**APPROVAL OF BONDS FOR HIGH SCHOOL/
SECONDARY FACILITY IMPROVEMENTS**



YES
to

Shall the School Board of Independent School District No. 548, Pelican Rapids, be authorized to issue general obligation bonds in an amount not



NO

exceed \$21,950,000.00 to provide funds for the acquisition and betterment of school sites and facilities, including: Interior renovations in numerous areas of the facility including high school science spaces, junior high classrooms, and numerous

bathrooms; building additions including a multiple-purpose cafeteria commons, kitchen, gymnasium, replacement fine arts auditorium, locker rooms, wrestling and dance spaces; safety, security, and accessibility improvements including creation of a dedicated secure entrance; parking and site improvements; and district-wide repair and maintenance?

BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE.

Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machinereadable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote.

Lines for initials of at least two election judges must be printed on one side of the ballot card so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

8. If the school district will be contracting to print the ballots for this special election, the clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, at the request of the election official, furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

9. The clerk is hereby authorized and directed to provide for testing of the optical scan voting system within fourteen (14) days prior to the election date. The clerk shall cause notice of the time and place of the test to be given at least two (2) days in advance of publication once in the official newspaper, by posting a notice, and by notifying the county or legislative district chair of each major political party.

10. The clerk is hereby authorized and directed to cause notice of the location of the counting center or the places where the ballots will be counted to be published in the official newspaper at least once during the week preceding the week of the election and in the newspaper of widest circulation once on the day preceding the election, or once the week preceding the election if the newspaper is a weekly.

11. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held in conjunction with the state primary or state general election or that are conducted by a municipality on behalf of the school district and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.127 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include school district staff trained as election judges. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk's designee shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

12. The following individuals, each of whom is qualified to serve as an election judge, are hereby appointed as judges of election, to act as such at the respective polling places listed below:

Polling Place

Election Judges

Head Election Judge -

The election judges shall act as clerks of election, count the ballots cast and submit the results to the school board for canvass in the manner provided for other school district elections. The election must be canvassed between the third and the tenth day following the election.

The motion for the adoption of the foregoing Resolution was duly seconded by Jon Karger and upon vote being taken thereon the following voted in favor thereof:
Johnson, Monson, Ouren, Karger, Blixt, Forsgren

and the following voted against the same:
None

whereupon said Resolution was declared duly passed and adopted.

Dena Johnson moved to approve the 2013-14 employee handbook. The motion was seconded by Jon Karger and carried.

Mitch Monson moved to approve the 2013-14 Elementary student handbook. The motion was seconded by Dena Johnson and carried.

Mike Forsgren moved to approve the 2013-14 High School student handbook. The motion was seconded by Charlie Blixt and carried.

Dena Johnson moved to approve the 4-day week evaluation noting the change in the high school academic review. The motion was seconded by Charlie Blixt and carried.

Dena Johnson moved to approve the non-certified substitute rate at \$10 per hour. The motion was seconded by Mike Forsgren and carried.

Jon Karger moved to approve the revised 2013-14 Integration budget. The motion was seconded by Charlie Blixt and carried.

Sheila Flatau, Brian Korf, Steph Winjum and Deb Wanek presented their reports.

The meeting was adjourned.

Kathy Ouren, Chair

Charlie Blixt, Clerk