

REGULAR BOARD MEETING

July 19, 2012

(Unapproved)

The Pelican Rapids Board of Education held a regular meeting on July 21, 2012 in the bandroom at the high school at 6:30 p.m. Board members present: Don Perrin, Kathy Ouren, Mitch Monson, Dena Johnson, Charlie Blixt, Jon Karger. Board members absent: None. Others present: Superintendent Wanek, Stephanie Winjum, Barb Ripley, Tonya Johnson, Cary Haugrud and Lou Hoglund.

The meeting was called to order and the Pledge of Allegiance was led by Chairman Don Perrin.

Dena Johnson moved to approve the agenda with the following additions:

Approve an additional section for 2nd grade for the 2012-13 school year

The motion was seconded by Jon Karger and carried.

Dena Johnson moved to approve the consent agenda consisting of the following items:

Approve board minutes – regular board meeting-June 19, 2012

Approve payment of the June 30th and July bills and wire transfers

Accept donations:

Joy Solum-Wells Fargo Matching Gift Program - \$100

Kathy & Roger Bergren-Scholarships in Memory of Sandra Casella-\$25

Hector Communications/Loretel - \$10,653

Deb Wanek - \$150

Personnel:

Hire Laura Moe as Elementary Art teacher – 77%

Hire Marni Neubauer as a 6th grade teacher

Hire Amanda Belz as a special education para

Hire Cary Haugrud as Jr. High Football coach

Accept the resignation of Brad Strand as AP/AD/ALC administrator

Approve the Memorandum of Agreement with U of M Crookston for CIHS for 2012-13

Approve membership in the MSBA for 2012-13 at a cost of \$4,007

Approve the agreement with Lakes Country Service Cooperative for Janet Woolever as the United Way Home Visitor

Approve the engagement letter with EideBailly for our 2011-12 audit

Acknowledge tenure as of 7/1/12 for Teressa Schlieman and Jessica Sjostrom

Approve the Commodity Distribution Agreement with Food Services of America for the 2012-13 school year

Call for milk bids for the 2012-13 school year

Approve Membership Agreement with lakes Country Service Cooperative for the 2012-13 fiscal year at a cost of \$3,557.50

Approve implementing Teachers on Call for substitute calling

Approve the renewals for Life Insurance and LTD insurance with Madison National Life through Lakes Country Service Cooperative

The motion was seconded by Jon Karger and carried.

Charlie Blixt moved to approve the Designations for the district for 2012-13 as amended:

Designations for 2012-13

Designate the Pelican Rapids Press, Pelican Rapids, Minnesota, as the official newspaper for publications of all school district notices.

Designate Wells Fargo Bank, Minnesota National Bank, State Bank & Trust, Pelican Rapids, Minnesota, Minnesota School District Liquid Asset Fund Plus, St. Peter, Minnesota, LaSalle Bank and P.M.A. Financial Network as depositories of all school money for a period of one year beginning the first day of July 2012 and that said deposits are to be secured by bond or collateral security as required by law.

Designate that Deborah Wanek and Stephanie Winjum be authorized to make transfers from savings accounts to activity accounts, and to invest school district monies.

Designate the bulletin board located by the principal's office in the high school and the bulletin board located by the principal's office in the elementary school as the location for posting all official school board notices.

Designate that the monthly meeting time and date be the 3rd Tuesday of the month at 6:30 P.M.

Designate that Deborah Wanek be authorized to consult with law firms as necessary.

Designate that the rate for Drivers Education be set at \$250.

Set the following admission prices for athletic events for 2012-13:

Student Activity Ticket	\$30.00
Student General Admission	3.00
Adult General Admission	5.00
Senior Citizen Pass	no charge – 60 years and over
Adult Fall Season Ticket	20.00
Adult Winter Season Ticket	45.00

Set the mileage rate for personnel using their personal vehicle for school business when a school-owned vehicle is not available at .50 per mile and .20 per mile when a school-owned vehicle is available and declined by the employee and the meal reimbursement rate, including a reasonable gratuity, at that of State of Minnesota employees.

Set the salary for board members and the recording secretary at \$75 per meeting.

Set the salary of the chairman at \$0/year, and the clerk's salary at \$80.

Set the daily rate for substitute teachers at \$105. The current rate for non-certified substitutes at \$9/hr.

Proposed meal prices:

LUNCH

High School Daily	\$1.20
Elementary Daily	\$1.15
Reduced	.45
Adult As designated by MDE	
Second Entrée	\$1.00

BREAKFAST

High School	\$.80
Elementary	.00
Reduced	.35
Adult As designated by MDE	

Activity Fees:

Grades 7-8

Fee is \$30.00 per activity not to exceed \$60.00 per student during the school year and not to exceed \$300.00 per family per school year. Fees for reduced lunch participants is \$12.00 per activity not to exceed \$24.00 per student during the school year and not to exceed \$120.00 per family per school year.

The following activities have a fee:

Baseball	Basketball	Cross Country	Football
Golf	Softball	Track	Volleyball
Wrestling			

Grades 9-12

Fee is \$60.00 per activity, not to exceed \$120.00 per student during the school year and not to exceed \$300.00 per family per school year. Fees for reduced lunch participants is \$24.00 per activity not to exceed \$48.00 per student during the school year and not to exceed \$120.00 per family per school year.

The following activities have a fee:

Baseball	Basketball	Cross Country	Dance Line
Football	Golf	Softball	Wrestling
Track	Volleyball		

Fees for Knowledge Bowl, Speech and Drama will be \$30 per student. Fees for reduced lunch participants for Knowledge Bowl, Speech and Drama will be \$12.00 per student.

Activity Fee for soccer is \$140.00 and is paid to Hillcrest and does not apply to the family max.

Activity Fees will be waived for Free Lunch Participants

Activity Fees will be 40% of fees for Reduced Lunch Participants

The \$300.00 family limit is a total for students in grades 7-12

The motion was seconded by Dena Johnson and carried.

Charlie Blixt introduced the following resolution and called for its adoption:

**RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS
AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION**

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

1. It is necessary for the school district to hold its general election for the purpose of electing three (3) school board members for terms of four (4) years each.

The clerk shall include on the ballot the names of the individuals who file or have filed affidavits of candidacy during the period established for filing such affidavits, as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

2. The general election is hereby called and elected to be held in conjunction with the state general election on Tuesday, the 6th day of November, 2012.

3. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general election are those polling places and precincts or parts of precincts located within the boundaries of the school district and which have been established by the cities or towns located in whole or in part within the school district. The voting hours at those polling places shall be the same as for the state general election.

4. The clerk is hereby authorized and directed to cause written notice of said general election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said election. The notice shall include the date of said general election and the office or offices to be voted on at said general election.

Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said general 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 general election and to cause two sample ballots 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 sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said general 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 election.

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

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

5. The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this election, and generally to cooperate with election authorities conducting other elections on that date. The clerk and members of the administration

are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate election officials regarding preparation and distribution of ballots, election administration and cost sharing.

6. The clerk is further authorized and directed to cause or to cooperate with the proper election officials 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.

GENERAL ELECTION BALLOT
INDEPENDENT SCHOOL DISTRICT NO. 548
PELICAN RAPIDS
NOVEMBER 6, 2012

INSTRUCTIONS TO VOTERS

To vote, completely fill in the ovals(s) next to your choice(s) like this:

SCHOOL BOARD MEMBER
VOTE FOR UP TO THREE

CANDIDATE U

CANDIDATE V

CANDIDATE W

CANDIDATE X

write-in, if any

write-in, if any

write-in, if any

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 so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

7. The name of each candidate for office at this election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota law.

8. If the school district will be contracting to print the ballots for this 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, if requested by 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 individuals designated as judges for the state general election shall act as election judges for this election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit them to the school board for canvass in the manner provided for other school district elections. The general election must be canvassed between the third and the tenth day following the general election.

The motion for the adopted of the foregoing resolution was duly seconded by Member Dena Johnson and upon vote being taken thereon the following voted in favor thereof:

Perrin, Karger, Blixt, Johnson, Monson, Ouren

and the following voted against the same: None

whereupon said resolution, having received the favorable vote of at least two-thirds of the Members of the Board, was declared duly passed and adopted.

Mitch Monson moved to have a closed noon campus starting with the 2012-13 school year. The motion was seconded by Dena Johnson and carried.

Dena Johnson moved to approve an additional section for 2nd grade for the 2012-13 school year. The motion was seconded by Jon Karger and carried.

Charlie Blixt moved that there is a work session at 5:30 p.m. prior to the regular August board meeting. The motion was seconded by Dena Johnson and carried.

The meeting was adjourned at 7:30 p.m.

Don Perrin, Chairman

Jon Karger, Clerk