

Regular Board Meeting
Independent School District 564 – Board of Education
July 12, 2021
6:00 p.m.
DSC Board Room

A Regular Meeting of Independent School District #564 Board of Education was held Monday, July 12, 2021, beginning at 6:00 p.m. in the DSC Board Room. The following board members were present: Mike Spears, Wayne Nomeland, Craig Mattson, Michelle Westerman, Ryan Walseth and Chris Melbye. Absent: Misty Hempel.

Staff members present were: Melissa Bushy, Donita Stepan, Jason Hruby, and Mary Fran Twistol.

Also present were: Gabbi Yoon, Jillian Neibaur, Randy Twistol, Marlene Anderson and Dave Hill.

The Pledge of Allegiance was recited.

Chairman Wayne Nomeland called the meeting to order at 6:00 p.m. and Clerk Mike Spears confirmed that a quorum was present.

A motion was made by Michelle Westerman and seconded by Ryan Westerman to approve the July 12, 2021 agenda as presented. Motion carried.

A motion was made by Mike Spears and seconded by Craig Mattson to approve the minutes of the June 28, 2021 Regular Board Meeting as presented. Motion carried.

A motion was made by Mike Spears and seconded by Chris Melbye to approve the bills as submitted and on file in the School District Business Office. Motion carried.

Public Comment: None.

Superintendent's Report:

Exciting news - CES will be developing a STEM (Science, Tech, Engineering and Math) Center with an emphasis on Space Exploration, led by two science teachers at CES, Sherry Miller and Margaret Bartz. Developing more community partnerships is also part of our Strategic Plan, therefore we will be partnering with Digi-Key as we develop this program. FMS is looking to provide more hands-on, innovative courses for students that align with our Strategic Plan. LHS is looking at some entrepreneurial experiences for our students - finding partnerships to make this happen - perhaps something like "Shark Tank".

As we talked last year about our goal of bringing more consistency to the language we use across the district and ensuring that our processes are solid in the event of an emergency, our safety team has decided to move forward with a program developed by the "i love you guys foundation". In August we will begin training our Administrative team, as well as our area crisis team.

Supt Stepan talked about one of the priorities we have is to find opportunities to increase revenue to better serve our students. One of the ways we plan to do that, this school year, is to ask the voters to approve an operating levy to help increase funding for our schools. We have so many cool and innovative things we'd like to do, but need more money to do those things. The school board will be voting on a resolution tonight (July 12) to move forward with an operating referendum. This referendum will increase our revenue by \$2M. This \$2M is only 8% of our total budget, but will help us do three things: maintain our 1:1 technology program and

infrastructure, implement our strategic plan, maintain and attract high quality staff. If the resolution is approved tonight, we'll be reviewing the full presentation at the next school board meeting on July 26. In addition, we'll start getting the word out in a variety of ways over the next several months.

Committee Reports:

Chris Melbye gave a recap from the June 30 Negotiations meeting.

Student Reports:

Recognitions:

- A. Congratulations to LHS student, Austin Tabatt, as he competes at the USA High School Clay Target League National Tournament in Mason, MI.

Presentations:

- A. Jason Hruby, Buildings and Grounds Manager, gave a presentation on the proposed land purchase near Challenger Elementary School.

Real World Authentic Opportunities:

Voice and Choice:

Equitable Experiences:

Safety (*Strategic Direction D*):

Staff Growth:

- A. A motion was made by Mike Spears and seconded by Michelle Westerman to approve the Consent Agenda and as appropriate, per negotiated contract, salary and benefits and an acceptable background check. Motion carried.

Personnel:

1. Accept the rescindment of resignation from **Waylon Tarvestad**, Cleaner, originally effective July 7, 2021.
 2. Approve the assignment of **Jessica Snoozy**, Food Service Manager, effective July 1, 2021.
 3. Approve the employment of **Jesse Lunak**, Cleaner, effective July 1, 2021.
 4. Approve the employment of **Andrea Volk**, Speech Language Pathologist, effective August 31, 2021.
 5. Approve the leave of absence for **Owen Mission**, Cleaner, effective June 5, 2021 - July 16, 2021.
- B. A motion was made by Craig Mattson and seconded by Chris Melbye to approve the 2021-23 Labor Agreements with the following Teamster Units as negotiated. Motion carried.
 1. Food Service
 2. Mechanics
 3. Paraprofessionals

Strong Fiscal Management:

- A. A motion was made by Ryan Walseth and seconded by Mike Spears to approve the purchase agreement with Abundant Life Lutheran Church for the sale and purchase of property as indicated in the attached agreement (Appendix). Motion carried.
- B. A motion was made by Mike Spears and seconded by Michelle Westerman to approve the Resolution relating to the Referendum as follows. Upon a roll call vote, the following voted in favor of: Mattson, Spears, Westerman, Melbye, Nomeland, and Walseth. Absent: Hempel. Motion carried.

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF RENEWING AN EXPIRING REFERENDUM
REVENUE AUTHORIZATION AND APPROVING A NEW AUTHORIZATION AND CALLING A SPECIAL
ELECTION THEREON

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 564 (Thief River Falls), Minnesota (the School District) as follows:

It is hereby found, determined and declared as follows:

1. The Board has investigated the facts and does hereby find, determine and declare that it is necessary and expedient to renew the existing property tax referendum authorization of \$90.04 per pupil that is scheduled to expire after taxes payable in 2021, and increase the School District's general education revenue by \$987.53 per pupil, subject to an annual increase at the rate of inflation. The proposed referendum revenue authorization of \$1,077.57 would be first levied in 2021 for taxes payable in 2022 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.
2. The question on renewing the expiring referendum revenue authorization and approving a new referendum revenue authorization of the School District shall be submitted to the qualified electors of the School District at a special election, which is hereby called and directed to be held on Tuesday, November 2, 2021, between the hours of 7:00 a.m. and 8:00 p.m.
3. The School District's combined polling place and the precincts served by the polling place, as established and designated by resolution of the Board pursuant to Minnesota Statutes, Section 205A.11, are hereby designated for this special election.
4. The Clerk is hereby authorized and directed to cause written notice of the special election to be: (a) provided to each County Auditor at least seventy-four (74) days before the date of the special election; (b) provided to the Commissioner of Education at least seventy-four (74) days before the date of the special election; (c) mailed to every taxpayer in the School District, at least fifteen (15) days but no more than forty-five (45) days prior to the date of the special election; (d) posted at the administrative offices of the School District, for public inspection, at least ten (10) days before the date of the special election; and (e) published in the official newspaper of the School District once each week for at least two consecutive weeks, with the last publication being at least one week before the date of the special election. The Notice of Special Election shall be prepared in substantially the following form:

**NOTICE OF SPECIAL ELECTION
INDEPENDENT SCHOOL DISTRICT NO. 564
(THIEF RIVER FALLS), MINNESOTA**

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 564 (Thief River Falls), Minnesota, on November 2, 2021, between the hours of 7:00 a.m. and 8:00 p.m. to vote on the following question:

**School District Question
Renewal of Expiring Referendum Revenue Authorization;
Approval of New Authorization**

The board of Independent School District No. 564 (Thief River Falls), Minnesota has proposed to renew the existing property tax referendum authorization of \$90.04 per pupil that is scheduled to expire after taxes payable in 2021, and increase the School District's general education revenue by \$987.53 per pupil, subject to an annual increase at the rate of inflation. The proposed referendum revenue authorization of \$1,077.57 would be first levied in 2021 for taxes payable in 2022 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

Shall the renewal of the expiring property tax referendum and the increase in the general education revenue proposed by the board of Independent School District No. 564 (Thief River Falls) be approved?

PASSAGE OF THIS REFERENDUM WILL RESULT IN AN INCREASE IN YOUR PROPERTY TAXES.

For the ballot question, the property tax portion of the revenue authorized will require an estimated referendum tax rate of 0.218837% for taxes payable in 2022 of the referendum market value of all classes of taxable property in the School District, as defined by Minnesota Statutes, Section 126C.01, Subdivision 3, which excludes certain agricultural property, seasonal property and post-secondary student housing.

The projected annual dollar increases for typical residential homesteads, apartments, commercial-industrial properties, and most other classes of property within the School District are as shown in the table below, subject to an annual increase at the rate of inflation.

For agricultural property (both homestead and non-homestead), the taxes for the proposed referendum will be based on the value of the house, garage and one acre of land. There will be no referendum taxes paid on the value of agricultural land and buildings. For seasonal recreational residential property (e.g., cabins), there will be no taxes paid for the proposed referendum.

The figures in the table below are based on taxes for the voter approved referendum levy only, and do not include taxes for other purposes:

Homestead Residential, Apartments, and Commercial/Industrial Properties

<u>Market Value</u>	<u>Expiring Levy Authority Taxes Payable in 2021</u>	<u>New Levy Authority Taxes Payable in 2022</u>	<u>Difference between Expiring Levy Authority and New Levy Authority</u>
\$ 50,000	-\$7.67	\$109.42	\$101.75
75,000	-11.50	164.13	152.63
100,000	-15.33	218.84	203.51
125,000	-19.16	273.55	254.38
150,000	-23.00	328.26	305.26
175,000	-26.83	382.96	356.14
200,000	-30.66	437.67	407.01
225,000	-34.49	492.38	457.89
250,000	-38.33	547.09	508.77
275,000	-42.16	601.80	559.64
300,000	-45.99	656.51	610.52
325,000	-49.83	711.22	661.40
350,000	-53.66	765.93	712.27
375,000	-57.49	820.64	763.15
400,000	-61.32	875.35	814.03
425,000	-65.16	930.06	864.90
450,000	-68.99	984.77	915.78
475,000	-72.82	1,039.48	966.66
500,000	-76.66	1,094.19	1,017.54

The polling place and precincts served by the polling place for the special election will be as follows:

Combined Polling Place:

Ralph Engelstad Area
525 Brooks Avenue North
Thief River Falls, Minnesota 56701

Precincts:

All School District precincts

All qualified electors residing in the School District may cast their ballots at the polling place designated above during the polling hours specified above.

A voter must be registered to vote to be eligible to vote in the special election. Unregistered individuals may register to vote at the polling place on election day.

Dated: July 12, 2021

BY ORDER OF THE SCHOOL BOARD

/s/_____, Clerk

5. 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. If an optical scan voting system is being used, the Clerk shall comply with the laws and rules governing the procedures and requirements for optical scan voting systems. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with election authorities conducting any 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 other elections, including entering into agreements with appropriate municipal and county officials regarding preparation and distribution of ballots or ballot cards, election administration, and cost sharing.

6. The Clerk is authorized and directed to cause a printed ballot for the question to be prepared in accordance with Minnesota Statutes, Section 205A.08, Subdivision 5 and the rules of the secretary of state for use at the special election. If an optical scan voting system is being used, the Clerk shall cause official ballots to be printed according to the format of ballots for optical scan voting systems provided by the laws and rules governing optical scan voting systems. The Clerk is further authorized and directed to cause a sample ballot to be posted in the administrative offices of the School District, for public inspection, at least four (4) days before the date of the special election and to cause two sample ballots to be posted at each polling place on the date of the special election and to cooperate with the proper election officials to cause ballots or ballot cards to be prepared for use at said election. The ballot shall be in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

**Special Election Ballot
School District Ballot
Independent School District No. 564
(Thief River Falls), Minnesota**

November 2, 2021

Instructions to Voters

To vote, completely fill in the oval(s) next to your choice(s) 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 Question
Renewal of Expiring Referendum Revenue Authorization;
Approval of New Authorization**

The board of Independent School District No. 564 (Thief River Falls), Minnesota has proposed to renew the existing property tax referendum authorization of \$90.04 per pupil, that is scheduled to expire after taxes payable in 2021, and increase the School District's general education revenue by \$987.53 per pupil, subject to an annual increase at the rate of inflation. The proposed referendum revenue authorization of \$1,077.57 would be first levied in 2021 for taxes payable in 2022 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.



YES

Shall the renewal of the expiring property tax referendum authorization and the increase in the general education revenue proposed by the Board of Independent School District No. 564 (Thief River Falls), Minnesota be approved?

NO

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

(Reverse side of ballot)

OFFICIAL BALLOT

November 2, 2021

Judge

Judge

(The ballot is to be initialed by two judges)

7. 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, upon request, 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.

8. The Clerk shall prepare and have ready for use absentee ballots at least forty-six (46) days before the special election in accordance with Minnesota Statutes, Section 204B.35, Subdivision 4.

9. 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 on the day of a statewide election and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 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 deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. 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.

10. The Board shall appoint election judges and alternates in accordance with Minnesota Statutes, Section 204B.21. The appointments will be made at least twenty-five (25) days before the special election.

11. Pursuant to Minnesota Statutes, Section 206.83, the Clerk shall provide for testing of the optical scan voting system within the fourteen (14) day period before the special election and shall cause notice of the time and place of the test to be published in the School District's official newspaper at least two (2) days before the test.

12. Pursuant to Minnesota Statutes, Section 206.85, Subdivision 1(6), the Clerk shall cause notice of the location of the counting center or the places where the ballots will be counted to be published in the School District's official newspaper at least once within the week before the special election and in the daily newspaper of widest circulation, if any, once on the day before the special election.

13. The special election shall be held and the returns made and canvassed in the manner prescribed by law and the Board shall meet on a date between the third day, November 5, 2021, and the tenth day, November 12, 2021, after the special election for the purpose of canvassing the results thereof.

14. Pursuant to Minnesota Statutes, Section 126C.17, Subdivision 9(e) and Section 205A.07, Subdivision 3a, the Clerk is hereby instructed to notify the Commissioner of Education of the results of the special election and to provide the certified vote totals for the ballot question in written form within fifteen (15) days after the results have been certified by the Board.

15. Pursuant to Minnesota Statutes, Section 211A.02, Subdivision 6, the Clerk is hereby instructed to make any campaign finance reports filed with the Clerk by campaign committees within seven (7) days after the special election available on the School District's web site as soon as possible, but no later than thirty (30) days after receipt of any such report. The Clerk is further instructed to provide the Campaign Finance and Public Disclosure

Board with a link to the section of the web site where such reports are made available. Such reports must remain available on the web site for four (4) years from the date first posted.

Upon vote being taken thereon, the following voted in favor thereof

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

Other Items:

A. Policies:

1. A motion was made by Craig Mattson and seconded by Ryan Walseth to approve the renewal of MSBA 525 Violence Prevention policy with changes. Motion carried.
2. MSBA 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse policy was reviewed. This policy will be presented for approval with changes at the July 26, 2021 board meeting.
3. A motion was made by Ryan Walseth and seconded by Mike Spears to approve the following policies with no changes. Motion carried.
 - A. **MSBA 410 Family Medical Leave** policy
 - B. **MSBA 413 Harassment and Violence** policy
 - C. **MSBA 506 Student Discipline** policy
 - D. **MSBA 514 Bullying Prohibition** policy
 - E. **MSBA 527 Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches** policy

Adjournment:

Board Chair Nomeland adjourned the meeting at 6:39 pm.

/s/

Wayne Nomeland, Chair

/s/

Mike Spears, Clerk