Spring Lake Park Schools
District Services Center
1415 81st Avenue NE
Spring Lake Park, MN 55432

SCHOOL BOARD REGULAR MEETING
Spring Lake Park Schools School Board
Spring Lake Park, MN
August 11, 2025

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairperson Easter called the meeting to order at 7:00p.m. All Board members were present – Amy Hennen, Melody Skelly, Kelly McClellan, Allie Schmidt, Marilynn Forsberg, Sam Villella, Tony Easter, along with Superintendent Dr. Jeff Ronneberg.

B. AGENDA APPROVAL

Motion by Skelly, seconded by Schmidt, to approve the agenda with the following changes:

- Addition of the Addendum with two action items: F3 and F4

Motion carried unanimously with all members present voting yes. (7-0)

C. SOME FUTURE EVENTS (Please check the District Calendar and Resource Guide or the District website at www.springlakeparkschools.org for a complete list of monthly events)

- Monday, August 25, 2025: Welcome Back Staff Breakfast & All Staff Meeting
- Tuesday, August 26, 2025: School Board Work Session, 5:00 p.m.
- Monday, September 1, 2025: Labor Day, all buildings closed
- Tuesday, September 9, 2025: School Board Regular Meeting, 7:00 p.m. with Communication to the Board and Administration at 6:45 p.m.

D. CONSENT AGENDA

Motion by Hennen, seconded by Villella to approve the following items of the consent agenda:

1. Minutes of the June 10, 2025 Regular School Board Meeting and June 24, 2025 School Board Work Session

2. Bills Paid for May 2025 and June 2025

BILLS PAID May/June 2025	
Fund	**Total Payments**
General	$ 11,928,437
Food Service	511,220
Community Education	322,602
Debt Service	-
Internal Service Funds	215,985
OPEB Debt Services	-
OPEB Trust Account	-
TOTAL	**$ 12,978,244**

3. Personnel Items including employments, terminations/resignations/non-renewal of contract, leaves of absence, lane changes of teachers and the approval of the Health Care Specialists, Certified Occupational Therapy Assistants and Speech Language Assistants agreement effective July 1, 2025 to June 30, 2027.

EMPLOYMENTS

Name	Location	Position	Start Date	New, Growth, Replace or Reallocate
Sierra Beilby	SLPHS	English Language Arts Teacher	08/25/2025	Replace
Cristhian Cruz Caballero	WW	Behavior Specialist Paraprofessional	09/02/2025	Replace
Annie Cuddie	WW	Art Teacher	08/25/2025	Replace
Michael Cushing	CV	Educator Apprentice	08/25/2025	Replace
Michele Dombrovski	WW	0.8 Counselor for Student Services	08/25/2025	Replace
Julia Eilers	SLPHS	Work Based Learning Teacher	08/25/2025	Replace
Jonathan Franciso Pascual	CV	Classroom Music Teacher	08/25/2025	Replace
Sharianna Frauly-McCord	NP	.50 Social Worker and Community Resources Liaison and .50 SEB Teacher	08/11/2025	Replace
Alivia Gerard	NP	Resident Teacher	08/25/2025	Replace
Laura Gutierrez del Angel	WCSI	Kindergarten Teacher (transferred from PreK role)	08/25/2025	Replace
Elizabeth Herrera Perales	SLPHS	Office Assistant	06/23/2025	Replace
James Hitchcock	SLPHS	Custodian	06/11/2025	Replace
Kelsey Korkowski	WW	Grade 5 Teacher	08/25/2025	Replace
Bridgid Miller	WCSI	Academic Specialist – ELL	08/25/2025	Replace
Van Nguyen	PT	Preschool Teacher	08/25/2025	Replace
Danielle Nygaard	NP	Healthcare Specialist-RN	08/21/2025	Replace
Martha Ochs-Efraimson	EC	Early Childhood Special Education Teacher	07/01/2025	New

Patricia Oleen-Paape	EC	Early Childhood Special Education Teacher	08/25/2025	Replace
Ashley Quirk	NP	1:1 Healthcare Specialist-RN	08/21/2025	Replace
Mya Schroeder	CV	Grade 1 Teacher	08/25/2025	Replace
Grace Scott	WW	Grade 6 Teacher	08/25/2025	Replace
Marie Sedesky	DW	Social Worker and Community Resources Liaison	08/14/2025	New
Yarira Serrano Alvelo	WCSI	Grade 1 Teacher	08/25/2025	Replace
Elizabeth Stewart	NP	Resident Teacher	08/25/2025	Replace
Angie Trejo Zuniga	PT	SPED ASD Paraprofessional	09/02/2025	New
Alexandra Umerski	EC	Early Childhood Special Education Teacher	08/25/2025	Replace
Jonathan Van Linden	SLPHS	English Language Arts Teacher	08/25/2025	Replace
Natalie Williams	WW	Grade 6 Teacher	08/25/2025	Replace

TERMINATIONS/RESIGNATIONS/SEPARATIONS FROM EMPLOYMENT

Name	Location	Employee Group	Notes
Kari Bumgardner	WW	Paraprofessionals	Termination as of August 5, 2025
Sandra Cortez	WCSI	Community Services	Resignation as of July 10, 2025
Anaceli Coyoc	WCSI	Teachers	Resignation as of July 16, 2025
Michael Cushing	CV	Paraprofessionals	Resignation as of July 11, 2025
Jason Gable	WW	Teachers	Resignation as of June 9, 2025
Stephanie Gainor	PT	Teachers	Resignation as of June 30, 2025
Laura Gutierrez del Angel	EC	Teachers	Resignation as of May 28, 2025
Dirides Hudon	WCSI	Paraprofessionals	Resignation as of July 1, 2025
Christopher Legrand	SLPHS	Unaffiliated 1	Resignation as of July 31, 2025
Kristin McQuerry	NP	Paraprofessionals	Resignation as of July 29, 2025
Gabrielle Mesko	PT	Educator Apprentices	Separation as of June 6, 2025
Trisha Nguyen	WW	Teachers	Resignation as of June 9, 2025
Megan Nipe	CV	Teachers	Resignation as of June 9, 2025
Alexandria O'Mara	NP	Educator Apprentices	Resignation as of June 6, 2025
Martha Ochs-Efraimson	EC	Teachers	Resignation as of July 31, 2025
Rebecca Oeltjen	SLPHS	Teachers	Resignation as of July 25, 2025
John Olinger	WW	Teachers	Resignation as of July 31, 2025
LeAnne Pampusch	DSC	Teachers	Resignation as of July 7, 2025
Robin Renville-Calkins	NP	Teachers	Resignation as of June 16, 2025
Claire VanDenTop	NP	Teachers	Resignation as of July 31, 2025

LEAVES OF ABSENCE

Name	Location	Employee Group	Notes
Jaimie Catterall	CV	Teachers	June 4, 2025 to August 22, 2025
Hannah Schultz	CV	Educator Apprentices	August 25, 2025 to October 1, 2025
Nicole Toensing	NP	Teachers	August 26, 2025 to November 18, 2025

Motion carried unanimously with all members present voting yes. (7-0)

E. DISCUSSION, REPORTS, INFORMATION ITEMS

1. **2025-26 District Operational Plan Overview -** Dr. Jeff Ronneberg, Superintendent, Dr. Hope Rahn, Executive Director of Learning and Innovation, and Ms. Erika Taibl, Executive Director of Communication, Marketing and Outreach, shared highlights of the district strategic plan and connected that to the District Operational Plan (DOP) projects for 2025-2026. Dr. Ronneberg highlighted projects under the Effective Operations anchor; Ms. Taibl gave a summary of the projects within the Communications and Connections strategic and Dr. Rahn highlighted the project of Deepen Student Engagement. Dr. Rahn also shared that the District Operational Plan meets the Minnesota Department of Education's Comprehensive Achievement and Civic Readiness requirements. The District Operational Plan can be found on the district website.

2. **Effective Operations –** Improve our effective management of human, financial, and physical resources. Ms. Amy Schultz, Executive Director of Business Services, presented the monthly financial report for the month of May and June. Ms. Schultz shared the cash basis financial report including the treasurer's report, revenue, and expenditures.

3. **Superintendent's Report** - Dr. Jeff Ronneberg, Superintendent, shared updates on recent activities taking place in Spring Lake Park Schools this summer, and provided a timeline of staff summer work, meetings, trainings, retreats, new employee welcome, all staff workshop and kick off and shared important dates for kinder camp, meet and greet dates and the first days of school.

F. ACTION ITEMS

1. Approval of the Resolution appointing Kelly McClellan to serve as a voting Trustee of the Minnesota School District Liquid Assent Fund Plus

   Motion by Villella, seconded by Forsberg to approve the Resolution appointing Kelly McClellan to serve as a voting Trustee of the Minnesota School District Liquid Asset Fund Plus.

Resolution Approving Trustee Appointment

WHEREAS, Kelly McClellan has been appointed to serve as voting Trustee of the Minnesota School District Liquid Asset Fund Plus (the "Fund") for a term expiring at the annual meeting to be held following the conclusion of the fiscal year of the Fund ending on June 30, 2025, and remaining in effect upon election for subsequent three-year terms; and

WHEREAS, Spring Lake Park School District No. 16 supports this action on behalf of Kelly McClellan:

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 16 (Spring Lake Park Public Schools), as follows;

Kelly McClellan's service as Trustee for MN District Liquid Asset Fund Plus is approved for a term expiring at the annual meeting to be held following the conclusion of the fiscal year of the Fund ending on June 30, 2025, and for any subsequent three-year terms following the election at the 2025 annual meeting.

Roll Call: *Ayes:* Villella, Skelly, Forsberg, Hennen, McClellan, Schmidt and Easter. Nays: *None*

Resolution was duly adopted (7-0).

2. Acknowledgment of Gifts

Motion by Forsberg, seconded by McClellan, to approve the following resolution:

WHEREAS School Board Policy 706 establishes guidelines for the acceptance of gifts to the District; and

WHEREAS Minnesota Statute 465.03 states that a School Board may accept a gift of real or personal property by the adoption of a resolution approved by two-thirds of its members.

THEREFORE, BE IT RESOLVED, that the School Board of Spring Lake Park Schools accepts with appreciation the gifts as shown.

Roll Call: *Ayes*: McClellan, Skelly, Villella, Forsberg, Schmidt, Hennen, and Easter; Nays: *None*

Resolution was duly adopted. (7-0)

Description	**Value**	**Donor**	**Purpose/To**
Monetary	$ 14,016.73	Northpoint PTO	Northpoint Elementary - Fieldtrip bussing; power hour supplies; Grade 4 T-shirts and moving on ceremony, Sky dome assembly, take home folders, Lovelace books
Monetary	$ 36.20	BoxTops	Northpoint Elementary – student support
Monetary	$ 24.00	Blackbaud Giving Fund	Westwood Schools – Student programming
Monetary	$ 8,000.00	Centerview PTO	Centerview Elementary – Field trips bussing
Monetary	$ 25,000.00	SLP Lions	Community Education - Live on 65 for 26-27 season
Monetary	$ 500.00	SLP Lions	Community Education - Start Your Engines event
Monetary	$ 10,000.00	SLP Lions	Community Education - Supplies for backpacks
Monetary	$ 10,000.00	SLP Lions	Community Education – Donation for Fine Arts Grand Piano
Total	**$ 67,576.93**		

Description	Donor	Purpose/To
Two Gallons of Glue	Rob Sissi	Northpoint Elementary – use as needed for projects
Back to School Kits	Dairy Queen	Westwood Middle School - for red team enrichment
Back to School Backpacks	Wagner Group	Community Education – Backpacks for students in need

3. Approval of the Resolution Stating the Intention of The School Board to Issue General Obligation School Building Refunding Bonds, Series 2025a, In the Aggregate Principal Amount Not to Exceed Approximately $44,490,000; And Taking Other Actions with Respect Thereto

Motion by Skelly, seconded by Villella, to approve the Resolution Stating the Intention of the School Board to Issue General Obligation School Building Refunding Bonds, Series 2025a, In the Aggregate Principal Amount Not to Exceed Approximately $44,490,000; And Taking Other Actions with Respect Thereto:

RESOLUTION STATING THE INTENTION OF THE SCHOOL BOARD TO ISSUE GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2025A, IN THE AGGREGRATE PRINCIPAL AMOUNT NOT TO EXCEED APPROXIMATELY $44,490,000; AND TAKING OTHER ACTIONS WITH RESPECT THERETO

BE IT RESOLVED by the School Board (the "Board") of Independent School District No. 16 (Spring Lake Park Schools), Anoka County, Minnesota (the "District"), as follows:

1. Background. It is hereby determined that:

(a) On July 7, 2016, the District issued its General Obligation School Building Bonds, Series 2016A (the "Series 2016A Bonds"), in the original aggregate principal amount of $46,245,000 pursuant to Minnesota Statutes, Chapter 475, as amended (the "Act") and a special election held April 26, 2016, to finance the acquisition and betterment of school sites and facilities, including the acquisition of land for and construction of a new preK-4 elementary school and renovation of classrooms to address increasing enrollment, the construction of preschool and early childhood classrooms, and the renovation of classrooms for STEM (science, technology, engineering, and math) instruction at each school and Career and Technical Education programming at Spring Lake Park High School. The Series 2016A Bonds are currently outstanding in the aggregate principal amount of $44,995,000, of which $43,995,000 is subject to optional redemption and prepayment on or after February 1, 2026.

(b) The District is authorized by Section 475.67 of the Act ("Section 475.67") to issue and sell its general obligation bonds to refund outstanding bonds when determined by the Board to be necessary and desirable for the reduction of debt service costs of the District.

(c) The Board hereby finds and determines that it is necessary and desirable for the reduction of debt service costs to the District that the District issue its General Obligation School Building Refunding Bonds, Series 2025A in the aggregate principal amount not to exceed approximately $44,490,000 (the "Bonds"), pursuant to the Act, including Section 475.67, to optionally redeem and prepay all or a portion of the Series 2016A Bonds.

2. Covenant as to State Credit Enhancement.

   (a) The District hereby covenants and obligates itself to notify the Commissioner of Education (the "Commissioner") of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 (the "Credit Enhancement Act") to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the paying agent for the Bonds (the "Paying Agent"), or any successor paying agent, three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner that it will be unable to make all or a portion of that payment. The Paying Agent is authorized and directed to notify the Commissioner if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds on deposit with the Paying Agent to make that payment. The District understands that as a result of its covenant to be bound by the provisions of the Credit Enhancement Act, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

   (b) The District further covenants to comply with all procedures now and hereafter established by the Minnesota Departments of Management and Budget and Education pursuant to subdivision 2(c) of the Credit Enhancement Act and otherwise to take such actions as necessary to comply with that section. The Board Chair, Clerk, Treasurer, Superintendent, or Executive Director of Business Services of the District are authorized to execute any applicable Minnesota Department of Education forms.

3. Sale of Bonds. The Board has retained Ehlers and Associates, Inc. (the "Municipal Advisor"), to serve as the District's independent municipal advisor with respect to the offer and sale of the Bonds and, therefore, is authorized by Section 475.60, subdivision 2(9), of the Act to sell the Bonds other than pursuant to a competitive sale.

4. Procedure for Review of Proposals and Selection of Purchaser. The Board hereby authorizes and directs the Superintendent or Executive Director of Business Services and any Board member (the "Authorized Officials"), with the advice of the Municipal Advisor, to review proposals for the purchase of the Bonds and award the sale of the Bonds to the prospective purchaser (the "Purchaser") based on the recommendation of the Municipal Advisor and the following parameter: a minimum estimated future value savings amount of $500,000.

5. Acceptance of Proposal. The Board shall meet at the time specified in the Preliminary Official Statement or at such other time designated by the Board to receive and consider proposals for the purchase of the Bonds and take any other appropriate action with respect to the Bonds.

6. Authority of Municipal Advisor. The Municipal Advisor is authorized and directed to assist the District in the preparation and dissemination of a Preliminary Official Statement to be distributed to potential purchasers of the Bonds. The Municipal Advisor is further authorized and directed to assist the District in the award and sale of the Bonds on behalf of the District

after receipt of written proposals and to assist the District in the preparation and dissemination of a final Official Statement with respect to the Bonds.

7. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, is authorized to act as bond counsel for the District ("Bond Counsel"), and to assist in the preparation and review of necessary documents, certificates, and instruments related to the Bonds. The officers, employees, and agents of the District are hereby authorized to assist Bond Counsel in the preparation of such documents, certificates, and instruments.

Roll Call: *Ayes*: McClellan, Skelly, Villella, Forsberg, Schmidt, Hennen, and Easter; Nays: *None*

Resolution was duly adopted (7-0).

4. Approval of the Resolution Relating to Increasing the General Education Revenue of the School District and Calling an Election Thereon

Motion by Hennen, seconded by Schmidt, to approve the Resolution Relating to Increasing the General Education Revenue of the School District and Calling an Election Thereon.

RESOLUTION RELATING TO INCREASING THE GENERAL EDUCATION REVENUE OF THE SCHOOL DISTRICT AND CALLING AN ELECTION THEREON

BE IT RESOLVED by the School Board of Independent School District No. 16, State of Minnesota, as follows:

1. The School Board hereby determines and declares that it is necessary and expedient for the School District to increase its general education revenue by the following amounts for taxes payable in the years specified: $550 per adjusted pupil unit for taxes payable in 2026 through 2028; and $930 per adjusted pupil unit for taxes payable in 2029, and that amount would increase by the rate of inflation for taxes payable in 2030 through 2035. For this purpose, the rate of inflation shall be the annual inflationary increase calculated under Minnesota Statutes, Section 126C.17, subdivision 2(b). As provided by law, the ballot question must abbreviate the term "per adjusted pupil unit" as "per pupil." The additional revenue will be used to finance school operations and the property tax portion thereof will require an estimated referendum tax rate of approximately 0.06084% of the referendum market value of the school district for taxes payable in 2026, the first year it is to be levied. The proposed referendum revenue authorizations would be applicable for a total of ten (10) years, unless otherwise revoked or reduced as provided by law. The question on the approval of these referendum revenue authorizations shall be School District Question 1 on the School District ballot at the special election held to approve said authorizations.

2. The ballot question specified above 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, November 4, 2025, between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m. This date is a uniform election date specified in Minnesota Statutes, Section 205A.05.

3. Pursuant to Minnesota Statutes, Section 205A.11, the School District's combined polling places and the precincts served by the combined polling places, as previously established

and designated by a resolution of the School Board, are hereby designated for this special election. In the event a municipality located in whole or in part within the boundaries of the School District will also be conducting a municipal election on November 4, 2025, any affected School District voters will vote at their respective municipal polling locations and not the School District's combined polling places.

4. The Clerk is hereby authorized and directed to cause written notice of said special election to be given: (i) to the county auditor of each county in which the School District is located, in whole or in part, at least eighty-four (84) days prior to the date of said election; and (ii) to the Commissioner of Education at least seventy-four (74) days prior to the date of said election. The notice shall specify the date of said special election and the title and language for the ballot question to be voted on at said special election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

5. The Clerk is hereby authorized and directed to cause a notice of the election to be mailed to each taxpayer in the School District at least fifteen (15) but no more than forty-five (45) days prior to the date of the special election. The notice shall contain the required projections and the required statement specified in Minnesota Statutes, Section 126C.17, subdivision 9(b). The Clerk is also directed to cause a copy of this notice to be submitted to the Commissioner of Education and to the County Auditor of each county in which the School District is located in whole or in part at least fifteen (15) days prior to the day of the election.

6. The Clerk is hereby authorized and directed to cause notice of said special election to be posted for public inspection at the administrative offices of the School District at least ten (10) days before the date of said special election.

7. The Clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the School District for public inspection at least four (4) days before the date of said special election and to cause a sample ballot to be posted in the combined polling places on election day. The sample ballots shall not be printed on the same color paper as the official ballot.

8. 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 election. The notice of election so posted and published shall state each 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.

9. 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 the combined polling places on election day.

10. 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 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 or to obtain assistance from the county auditor with respect to the administration of the School District's election, including entering into agreements or

understandings with appropriate officials regarding preparation and distribution of ballots, the processing of absentee ballots, election administration and cost sharing.

11. The Clerk and members of the administration are further authorized and directed to cause a ballot to be prepared for use at said election in substantially the following form, with such changes in form, color, instructions, and content as may be necessary to accommodate an optical scan voting system, to correct typographical errors, or to comply with the form and content requirements of applicable state election laws:

[Form of Ballot on the Following Page]

Special Election Ballot

Independent School District No. 16
(Spring Lake Park Schools)

November 4, 2025

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

School District Question 1
Approval of School District
Referendum Revenue Authorizations

The school board of Independent School District No. 16 (Spring Lake Park Schools) has proposed to increase its general education revenue by the following amounts for taxes payable in the years specified:

- $550 per pupil for taxes payable in 2026 through 2028; and
- $930 per pupil, which will replace the $550 per pupil amount beginning with taxes payable in 2029, and that amount would increase by the rate of inflation for taxes payable in 2030 through 2035.

The proposed referendum revenue authorizations would be applicable for a total of ten years, unless otherwise revoked or reduced as provided by law.

◯ **Yes**

◯ **No**

Shall the increase in the revenue proposed by the school board of Independent School District No. 16 for each year be approved?

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

SAMPLE

---

12. 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 machine-readable 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.

13. 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, at the request of the election official, shall 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.

14. The Clerk is hereby authorized and directed to provide for testing of the optical scan voting system at least three (3) days before voting equipment is used. The Clerk shall cause notice of the time and place of the test to be given at least two (2) days in advance by publishing the Notice of Testing once in the official newspaper and by causing the notice to be posted in the office of the county auditor, the administrative offices of the School District, and the office of any other local election official conducting the test.

15. The Clerk is hereby authorized and directed to cause notice of the location of the counting center or the place 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.

16. As required by Minnesota Statutes, Section 203B.121, the School 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 Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges. 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 School 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. Each member of the ballot board must be provided adequate training on the processing and counting of absentee ballots, including but not limited to instruction on accepting and rejecting absentee ballots, storage of absentee ballots, timelines and deadlines, the role of the ballot board, procedures for opening absentee ballot envelopes, procedures for counting absentee ballots, and procedures for reporting absentee ballot totals.

17. The Clerk is hereby authorized and directed to begin assembling names of trained election judges to serve at the combined polling places during the special election. 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.

18. The Clerk shall make all Campaign Financial Reports required to be filed with the School District under Minnesota Statutes, Section 211A.02 available on the School District's website. The Clerk must post the report on the School District's website as soon as possible, but no later than thirty (30) days

after the date of the receipt of the report. The School District must make a report available on the School District's website for four years from the date the report was posted to the website. The Clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

Roll Call: *Ayes*: McClellan, Skelly, Villella, Forsberg, Schmidt, Hennen, and Easter; Nays: *None*

Resolution was duly adopted (7-0).

H. BOARD FORUM AND REPORTS

Member Forsberg provided information from a 916 meeting. Member McClellan shared information from a meeting she had with Amy Kimmel, Nutrition Services Coordinator.

I. ADJOURNMENT

Motion by Forsberg, seconded by Villella, to adjourn the meeting. *Motion carried unanimously with all members present voting yes*. (7-0). The meeting adjourned at 8:12pm.

_____ _____

Date

Melody Skelly, *Clerk*
Spring Lake Park Schools
Independent School District 16