

**REGULAR SCHOOL BOARD MEETING**  
**August 17, 2022**

The Pelican Rapids Board of Education held a regular meeting on August 17, 2022 in the conference room at the high school at 7:00AM. Board members present: Jon Karger, Anne Peterson, Molly Welch, Brittany Dokken, and Brenda Olson. Board Members Absent: Greg Larson

Student Representatives present:

Others Present: Brian Korf, Rudy Martinez, Laura Januszewski, Emily Evenson, and Cary Haugrud.

The meeting was called to order at 7:00AM and the pledge of allegiance was led by Chair, Jon Karger.

Brittany Dokken moved to approve the meeting agenda. The motion was seconded by Brenda Olson and carried with all present members voting in favor.

The 2022 Superintendent Evaluation Statement was read.

**Acknowledgements**

Club Vikes Staff  
Summer Kitchen Staff  
Speed & Strength Instructors - Eli Beachy and Laura Januszewski

**Administrative reports**

A.	High School Principal	Mrs. Laura Januszewski
B.	Finance Director	Mr. Rudy Martinez
C.	Superintendent	Mr. Brian Korf

Brittany Dokken moved to approve the consent agenda consisting of the following items:

- A. Approve board minutes - July 20, 2022 Regular Meeting
- B. Financial claims - July bills
- C. Treasurer's report
- D. Accept Donations
  - Celebration of Cultures - \$1000 - Stephanie Lobner & Tina Nord
  - Viking Butikk - \$100 - Laura Klimek
  - Student Accounts - \$100 - Laura Klimek
- E. Personnel
  - Approve the retirement of Nancy Huseby as Title I Teacher
  - Approve the resignation of Gabrielle Fredrickson as Title I Teacher
  - Approve the resignation of Malleri Stoen as Title I Teacher
  - Approve the resignations of Teena Jessen as Special Education Paraprofessional
  - Approve the resignations of Megan Kraemer as Special Education Paraprofessional
  - Approve the resignations of Robin Swanson as Kitchen Helper
  - Approve the resignation of Chelsey Hart as Special Education Paraprofessional
  - Approve the resignation of Nancy Hanson as Special Education Paraprofessional
  - Approve the hire of Kelly Thorson as Title I Teacher
  - Approve the hire of Madison Viger as Title I Teacher
  - Approve the hire of Nadine Brown as Long Term Elem. Art Sub. approx. 9/11/2022-12/2/2022
  - Approve the hire of Ryan Beachy as Assistant Football Coach
- F. Approve MOU

The motion was seconded by Anne Peterson and carried with all present members voting in favor.

Anne Peterson moved to approve the addition of the \$350 Behind-the-wheel fee for non-district students to the Designations 2022-23. The motion was seconded by Brittany Dokken. The motion carried with all present members voting in favor.

Molly Welch moved to approve the 2022-23 VES Student Handbook. The motion was seconded by Brittany Dokken and carried with all present members voting in favor.

Brenda Olson moved to approve the 2022-23 PRHS Student Handbook. The motion was seconded by Anne Peterson and carried with all present members voting in favor.

Anne Peterson moved to approve the 2022-23 Employee Handbook. The motion was seconded by Brenda Olson and carried with all present members voting in favor.

Brittany Dokken moved to approve the milk vendor as Prairie Farms for the 2022-23 school year. The motion was seconded by Anne Peterson and carried with all present members voting in favor.

Brenda Olson moved to approve the District Priorities and Goals for the 2022-23 school year. The motion was seconded by Brittany Dokken and carried with all present members voting in favor.

Anne Peterson moved to approve the Truth in Taxation public meeting date to be December 14, 2022 at 6:00pm. The motion was seconded by Brittany Dokken and carried with all present members voting in favor.

Brittany Dokken introduced the Resolution Relating to the Election of School Board Members and Calling the School Board Election and moved 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:

- (a) 1. It is necessary for the school district to hold its general election for the purpose of electing three school board members for terms of four (4) years each.
- (b) 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 8th day of November, 2022.
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) 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 8, 2022

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INSTRUCTIONS TO VOTERS:

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

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SCHOOL BOARD MEMBER

Vote for up to three

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Staci (Tollerud) Allmaras

Greg Larson

Billy Milbeck

Brenda K. Olson

\_\_\_\_\_

Write-in, if any

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Write-in, if any

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Write-in, if any

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Write-in, if any

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Write-in, if any

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Write-in, if any

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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.

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.

10. The School District 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 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.

The motion was seconded by Molly Welch and upon a vote being taken the following voted in favor: Molly Welch, Anne Peterson, Brenda Olson, Brittany Dokken, and Jon Karger.

The following voted against: None

Whereupon said resolution was declared duly passed and adopted.

Anne Peterson made a motion to adjourn. The motion was seconded by Brenda Olson and carried with all present members voting in favor.

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Board Chair

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Board Clerk