

SCHOOL BOARD MEETING  
August 13, 2018

The Pelican Rapids Board of Education held a regular meeting on July 13, 2018 in the board room at the high school at 6:30 p.m. Board members present: Charlie Blixt, Dena Johnson, Michael Forsgren, Anne Peterson, Kathy Ouren. Board members absent: Jon Karger. Others present: Superintendent Randi Anderson, Brian Korf, Dr. Ed Richardson, Derrick Nelson, Rudy Martinez, Mark Masten, Trevor Steeves, Barb Ripley, Cary Haugrud, Kim Nelson, Jill Roisum, Lou Hogle.

The meeting was called to order by Charlie Blixt.

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

Acknowledge the adult meal prices: Lunch \$3.75, Breakfast \$1.80

Add Joshua Fuller's name to the elementary teacher position

Move Hire Brian Korf as assistant football coach to business item H

The motion was seconded by Michael Forsgren and carried.

Michael Forsgren moved to approve the consent agenda consisting of the following items:

Approve board minutes      Regular board meeting – July 23, 2018

Special board meeting – March 7, 2018

Approve Financial claims & bills payable July 31 and August bills & Treasurer's Report

Accept donations:      To Class of 79 Scholarship – Dolores Amiri \$20

To Scholarships in Memory of Norma Ottenson – Glenn & Colleen  
Moerke \$10

To Scholarships in Memory of Giles Korf – Glenn & Colleen  
Moerke \$10

Personnel:      Hire Doug Bruggeman as JH girls basketball coach

Hire Joshua Fuller as an elementary teacher

Acknowledge adult meal prices as set by the MDE: Adult lunch \$3.75, Adult breakfast  
\$1.80

Charlie Blixt moved that the Truth in Taxation meeting be set as December 17, 2018 at 6:30 pm in the district boardroom. The motion was seconded by Michael Forsgren and carried.

Dena Johnson moved to approve the milk bid of Cass-Clay for the 2018-19 school year. The motion was seconded by Anne Peterson and carried.

Anne Peterson moved to approve the 2018-19 Viking Elementary Student Handbook. The motion was seconded by Dena Johnson and carried.

Dena Johnson moved to approve the 2018-19 Pelican Rapids High School Student Handbook. The motion was seconded by Anne Peterson and carried.

Dena Johnson moved to approve the 2018-19 Pelican Rapids Schools Employee Handbook. The motion was seconded by Michael Forsgren and carried.

Charlie Blixt introduced the following resolution 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 6<sup>th</sup> day of November, 2018.
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 6, 2018

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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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Charlie Blixt

Brittany Dokken

Jessica Fahje

Dena Johnson

Greg Larson

Brenda Olson

\_\_\_\_\_  
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 Michael Forsgren and upon a vote being taken, the following voted for:

Peterson, Blixt, Johnson, Forsgren, Ouren

And the following voted against:

None

Whereupon said resolution was passed.

Dena Johnson moved to set the following committee members from now through December 2018:

Finance Committee Kathy Ouren, Charlie Blixt

Policy Committee Anne Peterson, Dena Johnson

The motion was seconded by Charlie Blixt and carried.

Michael Forsgren moved to hire Brian Korf as assistant football coach. The motion was seconded by Dena Johnson and carried with Charlie Blixt voting against.

Charlie Blixt moved to hire an assistant girls soccer coach to accommodate a higher number of participants. The motion was seconded by Kathy Ouren and carried.

The meeting was adjourned.

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Charlie Blixt, Chair

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Michael Forsgren, Clerk