

Fillmore Central School  
Board of Education  
Regular Meeting  
July 25, 2023

The regular meeting of the Board of Education for Independent District #2198, Preston, Minnesota was called to order at 6:30 p.m. on the evening of Tuesday, July 25, 2023, in the Fillmore Central High School meeting room by Chairperson Britton. Present: Superintendent Heath Olstad, Payroll/Accounting Clerk Keeley Todd, Board Members: Bishop, Britton, Pickett, Ristau, Sikkink, and Topness. Absent: Love. Visitors: Wanda Hanson.

Recognition of visitors: none.

Pickett moved to approve the agenda as presented. Motion seconded by Sikkink. Motion carried unanimously.

Pickett moved to approve the minutes of the June 27, 2023, regular board meeting. Motion seconded by Topness. Motion carried unanimously.

Sikkink moved to approve the monthly claims in the amount of \$649,551.89. Motion was seconded by Bishop. Motion carried unanimously.

Community Ed, Elem Principal's/A.D., and High School Principal's reports were presented by Heath Olstad.

Ristau moved to approve the resignation of Coy Peterson from his high school English teaching position. Motion was seconded by Sikkink. Motion carried unanimously.

Pickett moved to approve the resignation of Nicholas Woelfel from his role as a 4/5 lead teacher in daycare. Motion was seconded by Topness. Motion carried unanimously.

Sikkink moved to approve a 3-year contract, as presented, with Jim Peters, PreK-6 Principal. Motion was seconded by Ristau. Motion carried unanimously.

Bishop moved to approve a 3-year contract, as presented, with Melissa Simonson, Mental Health Therapist. Motion was seconded by Topness. Motion carried unanimously.

Sikkink moved to approve a 2-year contract, as presented, with Micki Breitsprecher, Special Education Director. Motion was seconded by Pickett. Motion carried unanimously.

Ristau moved to approve a 3-year contract, with the addition of paragraphs regarding Preliminary Notice and Request for Meeting in Section III, with Heath Olstad, Superintendent/7-12 Principal. Motion was seconded by Bishop. Motion carried unanimously.

Pickett moved to approve the hire of Courtney Sivensend as a daycare lead teacher. Motion was seconded by Ristau. Motion carried unanimously.

Ristau moved to approve a MOU for full-time employees (260 days) regarding paid holidays. Motion was seconded by Sikkink. Motion carried unanimously.

Ristau moved to approve a MOU with Fillmore Central Education Minnesota regarding a salary for retired teachers returning to teach college courses. Motion was seconded by Pickett. Motion carried unanimously.

Member Pickett introduced the following resolution and moved its adoption, which motion was seconded by Member Sikkink:

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF REVOKING AN EXISTING REFERENDUM REVENUE AUTHORIZATION AND REPLACING IT WITH A NEW REFERENDUM REVENUE AUTHORIZATION AND CALLING A SPECIAL ELECTION THEREON

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 2198 (Fillmore Central), 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 revoke the School District's existing referendum revenue authorization of \$292.15 per pupil and replace that authorization with a new authorization of \$783.86 per pupil, subject to an annual increase at the rate of inflation. The proposed referendum revenue authorization would be first levied in 2023 for taxes payable in 2024 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

2. The question on the approval of revoking the School District's existing referendum revenue authorization and replacing it with a new referendum revenue authorization 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 7, 2023, between the hours of 5:00 p.m. and 8:00 p.m.

4. 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.

5. 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. 2198  
(FILLMORE CENTRAL), MINNESOTA**

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 2198 (Fillmore Central), Minnesota, on November 7, 2023, between the hours of 5:00 p.m. and 8:00 p.m. to vote on the following question:

**School District Question  
Revoking Existing Referendum Revenue Authorization;  
Approving New Authorization**

The board of Independent School District No. 2198 (Fillmore Central), Minnesota has proposed to revoke the School District’s existing referendum revenue authorization of \$292.15 per pupil and replace that authorization with a new authorization of \$783.86 per pupil, subject to an annual increase at the rate of inflation. The proposed referendum revenue authorization would be first levied in 2023 for taxes payable in 2024 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

Shall the revocation of the existing referendum authorization and the new authorization proposed by the board of Independent School District No. 2198 (Fillmore Central), Minnesota be approved?

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

The property tax portion of the revenue authorized will require an estimated referendum tax rate of 0.11649% for taxes payable in 2024 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 will be based on the value of the house, garage and one acre of land. There will be no referendum taxes paid for seasonal recreational residential property (e.g., cabins) nor on the value of agricultural land and buildings.

The figures in the table below are based on School District taxes for the proposed referendum revenue authorization only, and does not include tax levies for other purposes:

Type of Property	Estimated Market Value	Revoked Referendum Authorization	New Referendum Authorization	Net Increase
Residential Homestead	\$50,000	(\$21.71)	\$58.24	\$36.53
	75,000	(32.56)	87.36	54.80
	100,000	(43.41)	116.49	73.08
	125,000	(54.27)	145.61	91.34
	150,000	(65.12)	174.73	109.61
	187,900	(81.58)	218.88	137.30
	200,000	(86.83)	232.97	146.14
	250,000	(108.54)	291.21	182.67
	300,000	(130.24)	349.46	219.21
	350,000	(151.95)	407.70	255.75
	400,000	(173.66)	465.84	292.28
	500,000	(217.07)	582.43	365.36
	750,000	(325.61)	873.54	548.03
	1,000,000	(434.15)	1,164.85	730.70

<b>Commercial/ Industrial</b>	<b>\$100,000</b>		(43.41)	116.49	73.08
	<b>250,000</b>		(108.54)	291.21	182.67
	<b>500,000</b>		(217.07)	582.43	365.36
	<b>1,000,000</b>		(434.15)	1,164.85	730.70
<b>Apartments</b>	<b>\$100,000</b>		(43.41)	116.49	73.08
	<b>250,000</b>		(108.54)	291.21	182.67
	<b>500,000</b>		(217.07)	582.43	365.36
	<b>1,000,000</b>		(434.15)	1,164.85	730.70
<b>Seasonal Rec</b>	<b>\$100,000</b>		0.00	0.00	0.00
	<b>250,000</b>		0.00	0.00	0.00
	<b>500,000</b>		0.00	0.00	0.00
	<b>1,000,000</b>		0.00	0.00	0.00
<b>Ag Homestead</b> (average value per acre)	<b>\$6,500</b>		0.00	0.00	0.00
	<b>7,500</b>		0.00	0.00	0.00
	<b>8,500</b>		0.00	0.00	0.00
<b>Ag Non-Homestead</b> (average value per acre)	<b>\$6,500</b>		0.00	0.00	0.00
	<b>7,500</b>		0.00	0.00	0.00
	<b>8,500</b>		0.00	0.00	0.00

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

**Combined Polling Place:**

Fillmore Central ISD #2198 District Office, 700  
Chatfield St, Preston, MN 55965

**Precincts Served:**

This combined polling place serves all territory in Independent School District No. 2198 located in the City of Preston, City of Harmony, City of Fountain and Chatfield, Carrolton, Fountain, Preston, Forestville, Carimona, Canton, Amherst, Harmony, Bristol, and York Townships in Fillmore County, Minnesota.

All qualified electors residing in the School District may cast their ballots at the polling place listed 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 25, 2023.

BY ORDER OF THE SCHOOL BOARD

/s/ \_\_\_\_\_, Clerk

6. 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.


7. 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. 2198  
(Fillmore Central), Minnesota**

**November 7, 2023**

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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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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.

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**School District Question  
Revoking Existing Referendum Revenue Authorization;  
Approving New Authorization**

The board of Independent School District No. 2198 (Fillmore Central), Minnesota has proposed to revoke the School District's existing referendum revenue authorization of \$292.15 per pupil and replace that authorization with a new authorization of \$783.86 per pupil, subject to an annual increase at the rate of inflation. The proposed referendum revenue authorization would be first levied in 2023 for taxes payable in 2024 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

- YES**      Shall the revocation of the existing referendum authorization and the  
 **NO**        new authorization proposed by the board of Independent School District  
No. 2198 (Fillmore Central), Minnesota be approved?

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

(Reverse side of ballot)

OFFICIAL BALLOT

November 7, 2023

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Judge

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Judge

(The ballot is to be initialed by two judges)

8. 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.

9. 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.

10. 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.

11. 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.

12. 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.

13. 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.

14. 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 10, 2023, and the tenth day, November 17, 2023, after the special election for the purpose of canvassing the results thereof.

15. Pursuant to Minnesota Statutes, Minnesota Statutes, 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.

16. 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 website 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

Bishop, Pickett, Ristau, Sikink, and Topness

and the following voted against the same:

none

whereupon the resolution was declared duly passed and adopted.

Ristau moved to approve the hourly going rate to pay election judges for the upcoming referendum vote. Motion was seconded by Bishop. Motion carried unanimously.

Bishop moved to approve the first reading of the board policies:

ISD 2198 - FILLMORE CENTRAL

2023-24 School Board Policies

102 Equal Educational Opportunity

214 School Board Out-Of-State Travel

401 Equal Employment Opportunity

402 Disability Nondiscrimination

406 Public & Private Personnel Data

407 Employee Right to Know – Exposure to Hazardous Substances

410 Family & Medical Leave

412 Expense Reimbursement

413 Harassment & Violence and Harassment & Violence Report Form

417 Chemical Use & Abuse

418 Drug-Free Workplace/Drug-Free School

419 Tobacco-Free Environment

420 Students & Employees with Sexually Transmitted Infections & Diseases & Certain Other Communicable Diseases & Infectious Conditions

424 License Status

425 Staff Development

427 Workload Limits for Certain Special Education Teachers

501 School Weapons

502 Search of Student Lockers, Desks, Personal Possessions, and Student's Person

503 Student Attendance

506 Student Discipline

507 Corporal Punishment and Prone Restraint

509 Enrollment of Nonresident Students

511 Student Fundraising

513 Student Promotion, Retention and Program Design

513.1 Early Entrance

514 Bullying Prohibition

515 Protection & Privacy of Pupil Records

516 Student Medication

516.5 Overdose Medication

518 Do Not Resuscitate/Do Not Intubate



- 520 Student Surveys
- 521 Student Disability Nondiscrimination
- 522 Student Sex Nondiscrimination (Title IX)
- 524 Internet Acceptable Use & Safety
- 525 Violence Prevention
- 526 Hazing Prohibition
- 531 The Pledge of Allegiance
- 532 Use of Peace Officers & Crisis Teams to Remove Students with IEPs from School Grounds
- 533 Wellness Policy
- 534 School Meals Policy
- 535 Service Animals
- 601 District Curriculum & Instruction Goals
- 602 Organization of School Calendar and School Day
- 603 Curriculum Development
- 604 Instructional Curriculum
- 612.1 Development of Parent and Family Engagement Policies for Title I Programs
- 613 Graduation Requirements
- 616 District System Accountability
- 617 District Ensurance of Preparatory and High School Standards
- 618 Assessment of Student Achievement
- 620 Credit for Learning
- 621 Literacy and the Read Act
- 624 Online Instruction
- 708 Transportation of Nonpublic School Students
- 709 Student Transportation Safety
- 712 Video Surveillance of Building and Grounds
- 714 Fund Balance
- 721 Uniform Grant Guidance Policy Regarding Federal Revenue Sources
- 722 Public Data Requests
- 806 Crisis Management and Crisis Management Forms
- 807 Health and Safety
- 903 Visitors to School District Buildings and Sites
- 907 Rewards
  - Cell Phone Use Policy
  - Counseling and Pre-Career and Technical Programs
  - Emergency Closings Policy
  - Nondiscrimination Grievance Procedure
  - Type III Transportation
  - Unmanned Aerial Vehicle (Drone) Policy

Motion seconded by Topness. Motion carried unanimously.

Ristau moved to approve the second reading of the 2023/24 K-6, 7-12, Faculty, Paraprofessionals, and Coaches handbooks. Motion was seconded by Bishop. Motion carried unanimously.

Topness moved to approve the In-Person Learning Planning Guide for the 2023/24 school year. Motion seconded by Sikkink. Motion carried unanimously.

Ristau moved to approve a BP credit card for use at the BP gas station in Preston. Motion seconded by Pickett. Motion carried unanimously.

Bishop moved to approve meal prices for the 2023/24 school year as follows:

- Adult Lunch, non-program \$5.00
- Adult Breakfast, non-program \$3.00
- Additional milk \$0.50; Milk break per semester: Kindergarten \$15.00; Grade 1-6 \$43.75
- Healthy snack: semester \$35.00, year \$70.00

*(Note: Minnesota has implemented a free school meal program beginning with the 23-24 school year)*

Motion seconded by Ristau. Motion carried unanimously.

Ristau moved to approve the LTFM 10-year expenditure plan, projected 10-year funding, and letter of assurances as present. Motion was seconded by Pickett. Motion carried unanimously.

Topness moved to approve the 2023-24 school year computer usage fees: 9-12th grade students \$45.00, 7-8th grade students \$25.00, no fee for grades K-6. The fee is waived for families that qualify for free/reduced lunches. Motion was seconded by Sikkink. Motion carried unanimously.

Ristau moved to approve a K-6th grade supply fee of \$25.00 per student. Motion was seconded by Sikkink. Motion carried unanimously.

Bishop moved to accept donations totalling \$24,651.34 received April through June 2023. Motion seconded by Sikkink. Motion carried unanimously.

Discussion was held regarding the desire for a donation policy. The policy committee will meet to discuss a policy.

Ristau moved to adjourn. Motion was seconded by Topness. Motion carried unanimously.

Respectfully submitted,

Deb Ristau, Clerk  
Independent School District #2198