

## **Board Meeting Minutes**

### **June 27, 2016**

The Board of Education of Independent School District No. 299, Caledonia, Minnesota, met in a special school board meeting in the Middle/High School Media Center. The meeting was called to order by Chair Kelley McGraw at 5:00 p.m. The Pledge of Allegiance was said. The school board members present were Jared Barnes, Amanda King, Kelley McGraw, Jean Meyer, Michelle Werner, and Spencer Yohe. Also present were Superintendent Ben Barton, Barb Meyer, Karen Schiltz, Dan McGonigle, Brad Harguth, Janelle Field Rohrer, and Joel Sutter and Shelby McQuay from Ehler's. Absent was Director Jimmy Westland.

#### **ADOPTION OF AGENDA**

Moved by Jean Meyer, seconded by Amanda King to approve the agenda as presented. Motion carried by a unanimous vote.

#### **TOPICS TO BE ADDRESSED**

##### **Capital Loan Presentation and Options**

Mr. Joel Sutter from Ehler's gave the board a presentation as it related to the school district's Capital loan covering the following topics during his presentation:

- Review background information (presented July 20, 2015) on the capital loan program, the district's capital loan and existing debt
- Review changes approved by the 2016 Legislature that may affect your capital loan and future options, including enacted into law and changes in the tax bill vetoed by the Governor
- Review options for refunding of the capital loan, under the new legislation (summer to fall of 2016)
- Review initial information on impact of refunding the district's existing bonds (fall of 2016)
- Initial discussion on options for renewing (and possibly increasing) the district's operating referendum
- Initial discussion on options for funding facilities maintenance projects through the new Long Term Facilities Maintenance Revenue Program

A discussion followed after the presentation, and it was the consensus of the board that a decision will be made at the regular July board meeting with regard to the Capital Loan.

#### **ACTION ITEMS**

##### **2015-2017 Teacher Master Agreement**

Moved by Jean Meyer, seconded by Spencer Yohe to ratify the 2015-2017 Teacher Master Agreement between the Caledonia Chapter of the River Valley Education Association and the Board of Education of Independent School District No. 299 as presented. Motion carried by a unanimous vote.

##### **Resignation**

Moved by Jean Meyer, seconded by Michelle Werner to accept the resignation of Amanda King as a school board member effective July 10, 2016, with thanks for her four years of service and dedication to our school district. Motion carried by a unanimous vote.

Director Michelle Werner will serve as the school board treasurer and Director Jared Barnes will serve on the Finance Committee through December 31, 2016.

Resolution Calling Special Election to Fill School Board Vacancy

Member Jean Meyer introduced the following resolution and moved its adoption:

Resolution Calling Special Election to Fill School Board Vacancy

WHEREAS, a vacancy exists in the office of school board member with a term expiring the first Monday in January, 2019; and

WHEREAS, the vacancy has occurred more than 90 days prior to the first Tuesday after the first Monday in November in the year in which the vacancy occurs;

NOW THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 299, State of Minnesota, as follows:

1. The clerk shall accept affidavits of candidacy for this office during the same filing period as applicable to the school district general election.
2. It is necessary to hold a special election to elect one (1) individual to fill the vacancy in the term of School Board Member expiring the first Monday in January, 2019.
3. The special election shall be held in conjunction with the November 8, 2016, school district general election and the polling places, precincts served, hours of voting, and election judges shall be the same as at the general election.
4. The clerk is hereby authorized and directed to cause written notice of said special 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 special election. The notice shall include the date of said special election and the office to be voted on at said special election.

The clerk is hereby authorized and directed to cause notice of said special election to be posted at the administrative offices of the school district at least ten (10) days before the date of said 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 election and to cause two sample ballots to be posted in each polling place or combined 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 or combined polling place shall reflect the offices, candidates and rotation sequence on the ballot used in that polling place.

The clerk is hereby authorized and directed to cause notice of said special election to be published in the official newspaper of the district, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

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 or combined polling place on election day.

The notice of election so posted and published shall state the office to be filled as set

forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The notices to be posted and published may be combined with the Notice of General Election or the Notice of Primary Election if the general and the special election are held together.

5. The names of candidates to fill a vacancy who have filed an affidavit of candidacy must be listed on the ballot under the separate heading "Special Election for School Board Member to fill vacancy in term expiring January 1, 2019." Their names must be listed 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.

6. The name of each candidate to fill the vacancy in office at this special election shall be rotated with the names of the other candidates to fill the vacancy in office in the manner specified in Minnesota law.

7. The ballot shall be in substantially the following form:


**GENERAL ELECTION BALLOT**

**INDEPENDENT SCHOOL DISTRICT NO. 299  
CALEDONIA, MINNESOTA**

**NOVEMBER 8, 2016**

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**INSTRUCTIONS TO VOTERS**

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


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**SCHOOL BOARD  
MEMBER VOTE FOR UP  
TO THREE**

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 NAME

 NAME


 \_\_\_\_\_  
write in, if any

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**SPECIAL ELECTION  
FOR SCHOOL BOARD MEMBER TO FILL  
VACANCY IN TERM EXPIRING JANUARY 1,  
2019**

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**INSTRUCTIONS TO VOTERS**

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

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**VOTE FOR ONE**

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NAME

NAME

\_\_\_\_\_  
write in, if any

8. 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. 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.

The motion for the adoption of the foregoing resolution was duly seconded by Michelle Werner. On a roll call vote, the following voted in favor: Jared Barnes, Amanda King, Kelley McGraw, Jean Meyer, Michelle Werner, and Spencer Yohe. The following voted against: None. Absent was Director Jimmy Westland. Whereupon said resolution was declared duly passed and adopted.

**ADJOURNMENT**

Moved by Michelle Werner, seconded by Kelley McGraw to adjourn the meeting at 7:58 p.m. Motion carried by a unanimous vote.

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Jean Meyer, Clerk