

MINI-RETREAT BOARD MEETING MINUTES

Monday, August 22, 2022

Chair Ron Pagel called the Dover-Eyota Board of Education Mini-Retreat, District #533, to order at 6:04 PM in the Dover-Eyota High School Media Center. Other Board members present: Tamara DeMuth, Heather Duellman, James Johnson, Jessica McFarlan, Shawanna Seaquist, and Superintendent Jeremy Frie. Absent: none. Also in attendance were Middle School Principal John Ostrowski, Business Manager Gary Betcher, and Administrative Assistant Tara Dabelstein

The Pledge of Allegiance was recited.

Approve the Amended Agenda

A motion was made by Member McFarlan, seconded by Member DeMuth, and carried unanimously to approve the amended agenda.

Reports/Discussion Items

Budget Revision – Business Manager went over the 2021-2022 Revised Revenue & Expenditure Budget pointing out different areas and explaining how those numbers were figured.

A motion was made by member DeMuth, seconded by Member Hammel, and carried unanimously to approve the Revised 2021-2022 Revenue & Expenditure Budget.

Business Manager went over the 2021-2022 Revised Revenue & Expenditure Budget pointing out different areas and explaining how those numbers were figured. There was a lot of discussion on the Early Childhood and Community Education departments as well as other programs and different funding needs. It was decided that Superintendent Frie would research surrounding schools and the different programs they offer to gauge where Dover-Eyota sits compared to them.

A motion was made by Member Johnson, seconded by Member Duellman, and carried unanimously to approve the Revised Preliminary 2022-2023 Revenue & Expenditure Budget.

Business Manager Gary Betcher went over the revised Preliminary 2022-2023 Revenue & Expenditure Budget, going over and explaining the different funds and how figures were calculated.

Next Steps with Nexus and Referendum Project– Chair Pagel shared that the Building and Grounds Committee will be meeting with Nexus on Thursday, August 25, 2022, and they will be discussing the project overview and timeline. The outline of the Phase II and the new contract will be presented by Nexus.

The idea of an Owner's Representative was discussed at length. This included how and Owner's Representative may work to help the School Board and Dover-Eyota as a district understand the different construction avenues and language through this referendum project.

The current Nexus agreement was looked over and discussed at length by the School Board. The School Board agreed that the next step is to begin the negotiation process with Nexus during the Building & Grounds Committee meeting being held on Thursday, August 25, 2022. Superintendent Frie and Chair Pagel will bring all information back to the school board and share all offers and information as soon as possible with the other members.

Adopt the Resolution Relating to the Election of School Board Members and Calling the School District Election

Chair Pagel provided a description of the resolution contents.

A motion was made by Member Hammel, and seconded by Member Johnson, to adopt the Resolution Relating to the Election of School Board Members and Calling the School District Election (Attachment A). A roll call vote was taken with the following voting in favor: DeMuth, Duellman, Hammel, Pagel, Johnson, and McFarlan. Those voting against the same: none.

Concert Parking – The board discussed the opportunity to rent the parking spots at both Dover-Eyota Middle/High School and Dover-Eyota Elementary School out for the Luke Bryan Concert on September 24, 2022. Renting out the district's parking lot was approved by our insurance company as long as Dover-Eyota was not providing and transportation to the concert. Member Duellman asked if the School Board want to collaborate with the Women of Eyota. Patrons would pay to park in the Dover-Eyota parking lots, and then have the option to reserve a ride to the concert with the Women of Eyota. It was noted that there will be a

designated walking path to the concert as well. Maintenance & Grounds Director Dustin Pagel will be asked to have the West entrance way lot blocked off until after the concert gets started.

ADJOURNMENT

A motion was made by Member DeMuth, seconded by Member Duellman, and carried unanimously to adjourn the meeting at 9:21 PM.

Heather Duellman, Clerk
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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. 533, State of Minnesota as follows:

1. It is necessary for the school district to hold its general election for the purpose of electing four
(4) school board members for terms of four (4) years each.

The clerk shall include on the ballot the names of the individuals who file affidavits of candidacy on said general election during the period 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. Even Year: 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. Even Year: 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 fifty-three (53) 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.

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 a sample ballot 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) 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 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.

SCHOOL DISTRICT BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 533 DOVER-EYOTA
PUBLIC SCHOOLS
GENERAL ELECTION
NOVEMBER 8, 2022

INSTRUCTIONS TO VOTERS

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

SCHOOL BOARD MEMBER
VOTE FOR UP TO FOUR

Ron Pagel

James Johnson

Jess McFarlen

Riley Hammel

Brandon Draper

Jamie Grenz

Sara Halvorson

Susan M. Kolstad

Janet Scofield

Nicholas G. Young

_____ write-in, if any

_____ write-in, if any

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 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. Even Year: 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.



Heather Duellman, School Board
Clerk Dover-Eyota Public
Schools

August 22, 2022