

REGULAR BOARD MEETING NOTES

Monday, September 8, 2008

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:01 PM in the Dover-Eyota High School Media Center. Board members present: Don Andring, Judy Brandt, Dan Johnson (7:05 PM), Ed Kaehler (7:07 PM), Gene Loftus, Ron Pagel, Gary Pedersen, Superintendent Bruce Klaehn and Student Board Member Travis Schreier. Absent: none. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Chris Berg, Gary Betcher, Carrie Frank, Kristin Hanson, Alex Kromminga, and John W. Schmidt.

The Pledge of Allegiance was recited.

Agenda

Superintendent Klaehn indicated that he would ask for changes to Resignations and New Hires when the items were addressed.

A motion was made by Member Brandt, seconded by Member Pedersen and carried unanimously to approve the agenda.

Visitors to Address the Board

No visitors wished to address the Board.

Board Minutes

A motion was made by Member Pedersen, seconded by Member Loftus and carried unanimously to approve the August 11, 2008 Regular Board Meeting Minutes.

Regular District Bills

A motion was made by Member Brandt, seconded by Member Pedersen and carried unanimously to approve the Regular District Bills totaling \$336,871.84.

Special District Bills

A motion was made by Member Andring, seconded by Member Brandt and carried unanimously to approve the payment of the Special District Bills totaling \$133,670.44.

Treasurer's Report

A motion was made by Member Andring, seconded by Member Pedersen and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$4,040,091.08, as well as the August electronic transfers.

REPORTS

First Reading of the Policy Changes

Supt. Klaehn relayed that most of the policy changes were recommended by the Minnesota School Board Association and the school district's attorney. He pointed out the following changes:

- Enrollment of Non-Resident Students Policy 509 – The guidelines and class size caps have not been changed; however, the policy has been revamped by the administration to clarify the difference between open enrolled and non-resident applications and the different enrollment rules they follow. Enrollment applications received between October 1 and January 15 for the following fall are considered open enrollment. Applications after January 15 for the following fall are considered non-resident.
- Field Trips Policy 610 – A clause was added stating that at no time will students be granted “on your own” time in a public, unsupervised location that constitutes students being out of view of assigned chaperones.
- Graduation Requirements Policy 613– Most of the revisions in this policy are due to the changes made with testing, number of credits, etc.
- Credit For Learning Policy 620 and Online Learning Options Policy 624 – These policies refer to college credits in the classroom and/or credits taken on line. The administrators will continue to review the policies before they are brought back to the Board in October.

- Student Transportation Safety Policy 709 – A new, unfunded mandate sets special requirements for employees who transport students in a school van (annual driver's license check, training, random drug/alcohol testing, pre-trip inspections of vehicle and physical exam). It was hoped that negotiations with the Dept. of Transportation would reduce the number of staff who must meet the requirements. Until the interpretation of the laws can be finalized, the Cabinet will determine which staff members will need to meet the new requirements and only those individuals currently meeting the requirements will be allowed to transport students.
- Transportation of Public School Students – One change is that, if the district cannot provide an in-house language learner program to a non-speaking English student, it will be required to transport the student to a program that can provide the services.

The Board will hold their second reading of the policy changes and possibly approve them at their October 6 meeting.

CABINET COMMUNICATIONS

High School Principal – Todd Rowekamp shared the following: 1) It was a “fantastic” start to the school year and he has heard from students and staff that there is a positive, energetic feeling in the building. Staff are working effectively together to get things accomplished; 2) It is the feeling of the high school staff that their hard work last year paid off as good student tests results are being reported; 3) Many teacher committees met this summer including the Leadership Team who planned teacher workshop days, the Mentorship Committee who revised the new teacher program, the Middle School Committee (an ad hoc group) who planned for 7th and 8th grade advisory and homeroom time as well as peer tutoring opportunities, and the Class Advisor Committee who worked out the responsibilities of the senior high class advisors; 4) On August 27th, the high school faculty held an honor retreat at Ironwood Spring by Youth Frontiers. This “energizing” and “uplifting” experience produced a positive start to the school year; 5) On August 26th, the 7th graders attended a courage retreat at Ironwood with Youth Frontiers. Mr. Rowekamp recognized Katie Johnson for her work each year in planning the various group retreats (7th, 9th, Peer Helpers, Teens as Leaders, etc.). These retreats are important components to having a pleasant school for kids; 6) Not only was there a high percentage of 6th and 7th grade parents attending open house this fall, but also a large number of 8th grade parents attended. This level of parent involvement is very encouraging; 7) New Theatre Director Jennifer Ryg will delay the fall play in order to become better acquainted with the students participating. Thirty-five students attended the initial meeting and auditions would be held the following week; 8) He and Supt. Klaehn had met with Olmsted County Human Services representative. They learned of the challenges the county is facing and were able to relay the challenges our school district has with decreased support from the county (i.e., reduced day treatment programs and social worker assistance); 9) The Homecoming game is scheduled for Friday, October 3 and student activities will be held throughout that week.

Elementary Principal – Jeanne Svobodny relayed the following: 1) New Teacher Inservice Week was once again successful with an “interactive group” of teachers. The schedule had been modified this week to provide the teachers with more time in the classroom during the afternoons, which they appreciated; 2) A grant was approved and will be funded by the Dept. of Education under the special education umbrella. The grant supplies the district with two, full-time positions designed to provide proactive activities and prevent students from needing to be identified as special education students. Academic Interventionist Gretchen Brinkman worked as an interventionist for the Rochester Schools last year and will be our new reading specialist. Mrs. Svobodny is working on also hiring a Behavior Interventionist to work with behavioral issue students who are not identified as special education. This individual will also set up the systematic, positive behavior award system; 3) The Learning Readiness Programs in Dover held their first sessions that day; 4) Late August inservice activities included reviewing the MCAII data in reading and math and discussing strategies, AimsWeb monitoring training with Amy Mahlke, and training on the intervention reading series to be used by Gretchen Brinkman. The staff also had initial and/or further training in Responsive Classroom and worked on their web pages; 4) The first attendance day for kindergarteners was for half a day with the parents joining and sharing lunch with their child; 5) As she has done in past years, Mrs. Svobodny visited classrooms to talk about important school rules and the fact that they are in place to create a safe and good learning environment; 6) The Math Curriculum Team has begun discussing improvements to be made and reviewing several math programs in order to formulate a common math curriculum from kindergarten through 5th grade; 7) There was good attendance at Open House. New this year was Herff Jones taking individual photos of students in kindergarten through 2nd grade during the

event. Parents were able to review and approve or disapprove the digital photos. The new process went smoothly, she received good feedback from some parents, and she would survey all of the parents for their input; 8) Kindergarten enrollment was at 85 students. Some students had been initially denied enrollment and, when openings occurred, several did not accept.

Food and Nutrition Director – Carrie Frank shared the following information: 1) One of the challenges this year was more special diets such as PKU (student's system cannot break down protein) and a severe peanut allergy, requiring special foods and processes be used; 2) In regard to Reinhart Food prices, our RFP is based on \$1.01 above their cost. In some cases, she is finding the cost \$1 higher per case than anticipated; 3) Mrs. Frank would like to see the district sponsor a Kids Against Hunger event on April 9, 2009, which is during Global Child Nutrition Month. Meals would be packaged by students from 8 AM to 1 PM and by the public from 3 PM to 6 PM. The plan is to get more high school students and public members involved. Last year, the event was sponsored by the Evangel United Methodist Church and the Minnesota School Nutrition Association Chapter 11. Mrs. Frank sought feedback from the Board about fundraising the \$6,000 needed to hold the event. It was recommended that corporate sponsorships be sought rather than seeking funds from the community; 4) In the past, school district employees have contributed to an "angel account" to provide financial support to families to help pay their milk break and lunch accounts. The Board approved the idea of Elementary Social Worker Dan Lecheler soliciting donations by distributing informational flyers to area churches.

Customer Compliments, Concerns, Complaints

Superintendent Klaehn shared that no Customer Compliment, Concern, Complaint forms had been received that month.

OLD BUSINESS

Resolution Stating the Intent of the School Board to Issue General Obligation Bonds

Kristin Hanson of Ehlers explained how the school district arrived at the point of seeking bonds – it started with the Energy Services Group developing a plan of energy projects and deferred maintenance projects. The Minnesota Department of Education has approved the plan through a Review and Comment and also approved the financing mechanisms to fund the plan. Mrs. Hanson explained that Alternative Facility Bonds can only be used for qualifying health and safety projects and Capital Facilities Bonds can be used for deferred maintenance projects. The discussion included the possibility of using wrap-around financing. It was the intent of the School Board to seek \$305,000 in Capital Facility Bonds, which will be repaid with district funds, and \$540,000 in Alternative Facilities Bonds, which will be paid with levy dollars replacing some Health and Safety levy.

Mrs. Hanson would provide the School Board with information on 5-year, 10-year and 15-year principal and interest schedules. It was determined that the Board could approve the resolution at this time and set the payment schedule at their retreat on Thursday, September 11.

A motion was made by Member Johnson and seconded by Member Kaehler to adopt the Resolution Stating the Intent of the School Board to Issue General Obligation Bonds (Attachment A). A roll call vote resulted in the following voting in favor: Loftus, Pedersen, Kaehler, Johnson, Pagel, Andring and Brandt. Those voting against the same: none. The motion carried unanimously.

Award Bid for 2009 Minivan

Supt. Klaehn relayed that three bids had been received for a 2009 Minivan: Holiday at \$24,502.25; Adamson at \$23,000 and Nelson at \$22,555.50.

A motion was made by Member Andring, seconded by Member Kaehler and carried unanimously to award the bid to Nelson.

Consider Bid Offers for the 1992 Dodge Minivan

Supt. Klaehn advised that three bids had been received for the 1992 Dodge Minivan: Richard T. Bell at \$557, Ed Kaehler at \$458 and Eugene Bronk at \$426.

A motion was made by Member Loftus, seconded by Member Brandt and carried unanimously to award the bid to Richard T. Bell.

NEW BUSINESS

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

A motion was made by Member Pedersen and seconded by Member Brandt to adopt the Resolution Relating to the Election of School Board Members and Calling the School District General Election (Attachment B). A roll call vote resulted in the following in favor: Loftus, Pedersen, Kaehler, Johnson, Pagel, Andring and Brandt. Those voting against the same: none. The motion carried unanimously.

Consider Five-Year Contract Renewal with Pepsi

Supt. Klaehn relayed that Coca Cola had not responded to our request to provide a quote for soft drinks and other products.

A motion was made by Member Pedersen and seconded by Member Loftus to approve the five-year contract renewal with Pepsi.

The discussion resulted in a question being raised about the Hours of Operation section of the contract. Member Pedersen made an amendment to approve the contract pending Supt. Klaehn's clarifying the hours of operation. The amendment was seconded by Member Loftus and carried unanimously.

A vote on the original motion carried unanimously.

Set Special Meeting for Adoption of Proposed 2008 Payable 2009 Levy

Supt. Klaehn had originally felt that a special meeting would be needed to adopt the Proposed 2008 Payable 2009 Levy. However, he now felt that adjustments can be made prior to the Thursday, September 11 Board Retreat so that it can be approved that evening.

Approve the Teamster Local 320 Contract

Supt. Klaehn said that the contract has not been ratified by the local employees and that the Teamster negotiator indicates it is an internal issue rather than an issue with the district.

Consent - Accept Resignations

Supt. Klaehn asked that the resignation of Cook's Helper Teri Rashid be added.

A motion was made by Member Kaehler, seconded by Member Brandt and carried unanimously to accept the following resignations: 1) RAMILA MEHTA as Instructional Assistant; 2) BRENDA SHORTER as Instructional Assistant; 3) TERI RASHID as Cook's Helper.

Consent – New Hires

Supt. Klaehn asked that the hire of Theresa Jacobson be removed from the list since she had decided not to work for the district.

A motion was made by Member Pedersen, seconded by Member Johnson and carried unanimously to approve the following hires: 1) LISA FERRELL as Health Instructional Assistant; 2) JORDAN JENSEN as Elementary Instructional Assistant; 3) BETTINA MOHN as Footsteps Instructional Assistant.

HEARING OF REPORTS

Superintendent's Report & Communication

Supt. Klaehn provided the following information: 1) The theme for the 2008-09 school year was "We Value People and Their Success" and provided a summary of his presentation; 2) Provided an agenda and small packet for the Board Retreat scheduled to begin at 6 PM on Thursday, September 11; 3) The American Heart Association sent a letter thanking Eric Aeschlimann, Paula Ferrier and Holly Callahan for their leadership in the Jump Rope for Heart activities with our students; 4) Community Liaison Officer Chad Nelson has made a lot of good first impressions and has been well received. He played a significant part in sorting out of an incident at the high school this week; 5) The Board should advise if they wish to attend the Minnesota Rural Education Association meeting on September 16 or one of the Minnesota School Board Association Area Meetings; 6) Provided the Board with a written request from a parent to make an enrollment exception. Three of her children were accepted this fall as non-resident students. The third was denied due to lack of room in that grade level. Mr. Klaehn indicated that several other students had been denied at this grade level for the same reason. The Board understood the reasons for the request but did not feel an exception should be made.

A motion was made by Member Pedersen to deny the request for an enrollment exception based on the facts presented and to direct the superintendent to send a formal response to the family. The motion was seconded by Member Loftus and carried unanimously.

Student Board Member Report & Communication

Travis Schreier shared the following: 1) The Student Council had met and discussed several items including Homecoming activities; 2) The 7th grade orientation had gone well and the students enjoyed their retreat with Youth Frontiers; 3) The 8th grade retreat would be held on Friday with Peer Helper and Teens as Leaders members accompanying them; 4) Seven of our students were participating in boys' soccer with Plainview/Elgin/Millville.

Board of Education Committee Reports & Communication

Pedersen – Member Pedersen indicated that the negotiations continued with the Teamsters.

Johnson – Mr. Johnson wondered how many kindergarten students had been denied enrollment this fall. A report would be given to the Board at their retreat.

Andring – He had attended a Southeast Service Cooperative meeting the previous month and would attend another that week. Mr. Andring relayed that he had received complaints at the home football game about the sound system and lighting by the agriculture shop. He had attended the District-Wide Employee Breakfast and welcome back event.

Pagel – Member Pagel advised that the Hiawatha Valley Education District Board meeting included approving late hires for the start of the school year. At a recent meeting, the superintendents discussed class size numbers. Mr. Pagel attended the ice cream social during workshop days and enjoyed meeting and greeting the staff.

Kaehler – Mr. Kaehler suggested to the principals that they “intertwine the schools a little bit more” by encouraging 9th to 12th graders with study halls to volunteer at the elementary. Principal Rowekamp indicated that 10 to 15 students work with elementary teachers for a block each day for a quarter or semester. Mr. Kaehler suggested that even more be done in this respect.

Loftus – Mr. Loftus said that not everyone was happy with the new procedure of taking photos during Open House. One parent of a kindergarten student felt that it was “too much” for one event. Member Loftus also stated that several parents of first-time kindergarteners were pleased with how the first day of school played out.

ADJOURNMENT

A motion was made by Member Johnson, seconded by Member Kaehler and carried unanimously to adjourn the meeting at 9:11 P.M.

Daniel A. Johnson, Clerk
CB

RESOLUTION STATING THE INTENTION OF THE SCHOOL BOARD TO ISSUE GENERAL OBLIGATION BONDS TO FINANCE CERTAIN HEALTH AND SAFETY AND CAPITAL PROJECTS; COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THE BONDS

BE IT RESOLVED by the School Board of Independent School District No. 533, State of Minnesota, as follows:

1. The Board hereby finds and declares that it is necessary and expedient for Independent School District No. 533 (the "District") to issue its fully registered general obligation alternative facilities bonds (the "Alternative Facilities Bonds") pursuant to Minnesota Statutes, Section 123B.59, subdivision 3 and Chapter 475, as amended, to fund the costs of the following health and safety projects and related financing costs:

- air handling, ventilation and mechanical systems improvements in the high school facility

The Alternative Facilities Bonds would be issued in the total aggregate principal amount of \$540,000. The issuance of the Alternative Facilities Bonds has been approved by the Commissioner of Education and is hereby authorized by this Board.

2. The five-year plan approved by the Board is incorporated in this resolution as though fully specified herein. The administration is authorized and directed to submit to the Commissioner such additional information as may be necessary to secure the approval of the Commissioner for the five-year plan and this bond issuance, as required by Minnesota Statutes, Section 123B.59. The submission of a proposed plan and a request for approval prior to the date of this resolution is ratified and approved in all respects.

3. The District further covenants to comply with all procedures now or hereafter established by the Minnesota Department of Education pursuant to Minnesota Statutes, Section 123B.59 and otherwise to take such actions as necessary to comply with that statute. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

4. The Board also finds and declares that it is necessary and expedient for the District to issue its fully registered general obligation capital facilities bonds (the "Capital Facilities Bonds") pursuant to Minnesota Statutes, Section 123B.62 and Chapter 475, as amended, to provide funds for the following capital projects and related financing costs:

- temperature and humidity control improvements in the high school facility
- hot water heater replacements in the high school and elementary school facilities
- retrofitting of air handling systems in the elementary school facility

The Capital Facilities Bonds would be issued in the total aggregate principal amount of not to exceed \$305,000 and would mature within fifteen (15) years of the date of original issue. The issuance of the Capital Facilities Bonds has been approved by the Commissioner of Education. The Board hereby expresses its intent to issue and tentatively authorizes the issuance of said Capital Facilities Bonds. The issuance of said Capital Facilities Bonds shall become finally authorized unless a petition calling for a referendum on the question of whether to issue said Capital Facilities Bonds, signed by more than fifteen percent (15%) of the voters of the District, is filed with the Board within thirty (30) days of the date of the adoption of this resolution. A petition must be in the form required by law. The minimum number of valid signatures for such a petition shall be determined as of the last day before the petition is filed with the Board.

5. The administration is authorized and directed to submit such additional information as may be necessary to the Commissioner of Education to secure any further approval of the Commissioner for the issuance of these Capital Facilities Bonds that may be required by Minnesota Statutes, Section 123B.62. The submission

of information and a request for approval prior to the date of this resolution is ratified and approved in all respects.

6. The clerk is hereby authorized and directed to cause a notice substantially in the form of the Notice attached hereto as EXHIBIT A and incorporated herein by reference to be published as a legal notice one (1) time in the official newspaper of the District as soon as reasonably practicable after the date of adoption of this resolution. Publication of said notice prior to the date of adoption of this resolution is hereby ratified and approved in all respects.

7. Any actions of the administration in consulting with the Minnesota Department of Education, causing a proposal to be prepared for submission on behalf of the board to the Commissioner of Education for the Commissioner's Review and Comment, if necessary, and taking such other actions as necessary to comply with the provisions of Minnesota Statutes, Section 123B.71, as amended, are hereby ratified and approved in all respects. Any application for an exemption from that Review and Comment requirement pursuant to Minnesota Statutes, Section 123B.71, subdivision 8, is ratified and approved in all respects.

If a Review and Comment is required, the clerk is hereby authorized and directed to cause the Commissioner's Review and Comment to be published in the legal newspaper of the school district at least twenty (20) days but not more than sixty (60) days before the solicitation of bids for an approved project.

8. The Board, having been advised by Ehlers & Associates, Inc., its independent financial advisor, hereby determines that the Alternative Facilities and the Capital Facilities Bonds shall be privately sold after receipt of written proposals, as authorized pursuant to Minnesota Statutes, Section 475.60, Subdivision 2, as amended.

9. If the Alternative Facilities Bonds and/or the Capital Facilities Bonds are finally authorized, the Board shall meet at the time and place specified in the Official Statement to receive and consider proposals for the purchase of each issue of the bonds. The terms and provisions specified in the Official Statement are hereby adopted as the terms and conditions of the bonds and of the sale thereof, and shall be made available to all prospective purchasers of the bonds. Ehlers & Associates, Inc. is authorized to prepare an Official Statement and to open, read and tabulate the proposals for presentation to the Board.

10. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Alternative Facilities Bonds or the Capital Facilities Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on each issue when due. The District further covenants to deposit with the Bond Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Bond Registrar for each bond issue is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on either issue of bonds or if, on the day two (2) business days prior to the date a payment is due on either issue of bonds, there are insufficient funds to make that payment on deposit with the Bond Registrar. The District understands that as a result of its covenant to be bound by the provisions of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any bonds of either issue remain outstanding.

(b) The District further covenants to comply with all procedures now or hereafter established by the Departments of Finance and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

EXHIBIT A

**NOTICE OF INTENT TO ISSUE
GENERAL OBLIGATION ALTERNATIVE FACILITIES BONDS, SERIES 2008A
AND
GENERAL OBLIGATION CAPITAL FACILITIES BONDS, SERIES 2008B
INDEPENDENT SCHOOL DISTRICT NO. 533
(DOVER-EYOTA PUBLIC SCHOOLS)
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the School Board of Independent School District No. 533 (Dover-Eyota Public Schools), State of Minnesota (the "District"), adopted a resolution (the "Resolution") on September 8, 2008 stating the intention of the School Board to issue the District's General Obligation Alternative Facilities Bonds, Series 2008A (the "Alternative Facilities Bonds") in the total aggregate principal amount of not to exceed \$540,000 pursuant to Minnesota Statutes, Section 123B.59 and Chapter 475, as amended. The proceeds of these Alternative Facilities Bonds will be used to finance the following health and safety projects and related financing costs:

- air handling, ventilation and mechanical systems improvements in the high school facility

The Resolution also stated the intention of the School Board to issue the District's General Obligation Capital Facilities Bonds, Series 2008B (the "Capital Facilities Bonds") in the total aggregate amount of not to exceed \$305,000 and for a term not to exceed fifteen (15) years from the date of original issue thereof pursuant to Minnesota Statutes, Section 123B.59 and Chapter 475, as amended. The proceeds of these Capital Facilities Bonds will be used to finance the following capital projects and related financing costs:

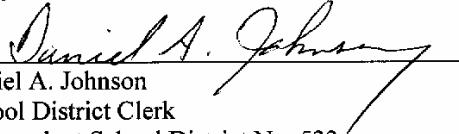
- temperature and humidity control improvements in the high school facility
- hot water heater replacements in the high school and elementary school facilities
- retrofitting of air handling systems in the elementary school facility

Pursuant to Minnesota Statutes, Section 123B.62, as amended, the Capital Facilities Bonds will be finally authorized for issuance unless a petition calling for a referendum on the question of whether to issue said Capital Facilities Bonds, signed by more than fifteen percent (15%) of the registered voters of the District, is filed with the School Board within thirty (30) days of the date of the School Board's adoption of the Resolution. A petition must be in the form required by law. The minimum number of valid signatures for such a petition shall be determined as of the last day before the petition is filed with the School Board.

The total amount of District indebtedness as of August 1, 2008 is \$13,848,000. If the proposed Alternative Facilities Bonds and Capital Facilities Bonds were issued, the total indebtedness of the District would be \$14,693,000.

Dated: September 8, 2008

BY ORDER OF THE SCHOOL BOARD

/s/ 
Daniel A. Johnson
School District Clerk
Independent School District No. 533
(Dover-Eyota Public Schools)
Eyota, Minnesota

**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 three (3) 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 4th day of November, 2008.

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 4, 2008

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 THREE *

- JULIE GARNETT
 - ALEX KROMMINGA
 - MAUREEN LEWIS
 - GENE LOFTUS
 - MOLLY RIEKE
 - JOHN W. SCHMIDT
 - _____
write-in, if any
 - _____
write-in, if any
 - _____
write-in, if any
-

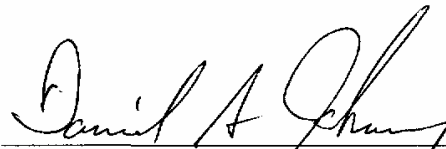
Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed 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.



Daniel A. Johnson, School Board Clerk
Dover-Eyota Public Schools
September 8, 2008