

**Regular Board of Education Meeting**  
**Tri-County School District 2358**  
**July 20, 2016, 8:00 p.m.**  
**Tri-County School Staff Workroom, Karlstad, MN**

The meeting was called to order by Chairperson Wikstrom at 8:00 p.m. and a quorum was determined. The Pledge of Allegiance was recited.

Members Burkel, Koland, Murray, Olson, Sollund, Swenson, Chair Wikstrom, Superintendent/Principal Sorgaard and Dean of Students Amb were present.

Member Burkel moved and Member Olson seconded to approve the minutes of the June 15 meeting. **UC**

Member Swenson moved and Member Murray seconded to authorize payment for claims in the following funds. **UC**

| <b>Late June bills:</b> | <b><u>Last Year</u></b> | <b><u>This Year</u></b>       |
|-------------------------|-------------------------|-------------------------------|
| GENERAL                 | \$42,178.76             | \$12,483.79                   |
| FOOD SERVICE            | 29.15                   | 73.40                         |
| COMMUNITY SERVICE       |                         | <u>172.50</u> <u>2,950.00</u> |
| TOTAL                   | \$42,380.41             | \$15,507.19                   |

| <b>July bills:</b> | <b><u>Last Year</u></b> | <b><u>This Year</u></b> |
|--------------------|-------------------------|-------------------------|
| GENERAL            | \$141,517.85            | \$171,206.04            |
| FOOD SERVICE       | 0.00                    | 138.25                  |
| COMMUNITY SERVICE  | 1,537.96                | 155.25                  |
| DEBT REDEMPTION    | <u>15,815.00</u>        | <u>15,027.50</u>        |
| TOTAL              | \$158,870.81            | \$186,527.04            |

Visitors present were Dan Nordine, Melissa Thompson, Sean Spilde, Ann Thompson & Lisa Amb.

Member Murray moved and Member Koland seconded to approve the agenda as presented. **UC**

Member Swenson moved and Member Murray seconded to approve the following consent agenda items: **UC**

To accept the low milk bid from **Food Services of America (Cass Clay)**.

| <b><u>MILK</u></b>                                 | <b><u>Last Year</u></b> | <b><u>This Year</u></b> |
|--|-------------------------|-------------------------|
| <b><u>Food Services of America (Cass Clay)</u></b> |                         |                         |
| 1%   | 1/2 pint .18            | .16                     |
| Skim   | 1/2 pint .18            | .16                     |
| Skim Chocolate                                     | 1/2 pint .20            | .18                     |
| Cream Whip   | pint 5.75-32 ounce      | 6.81-32 Ounce           |
| Shredded Cheese                                    | 5 lbs. 12.53            | 11.91                   |

| <b><u>MILK</u></b> | <b><u>Last Year</u></b> | <b><u>This Year</u></b> |
|--------------------|-------------------------|-------------------------|
|--------------------|-------------------------|-------------------------|

**Dean Foods (Land O Lakes)**

|                 |           |   |       |
|-----------------|-----------|---|-------|
| 1%              | 1/2 pint  | - | 0.178 |
| Skim            | 1/2 pint  | - | 0.17  |
| Skim Chocolate  | 1/2 pint- |   | 0.186 |
| Cream Whip      | pint      | - | 1.69  |
| Shredded Cheese | 5 lbs     | - | 15.06 |

To authorize the Superintendent to purchase fuel after seeking two price quotes and for early payment if a discount is available.

To authorize School District #2358 to participate in the National School Lunch and School Breakfast Programs, and the Minnesota Kindergarten Milk Program, and accept responsibility for providing free and reduced price meals to eligible school children. BE IT FURTHER RESOLVED that District No. 2358 renew the National School Lunch Agreement set forth by the State Department of Education for the 2016-17 school year. (Copy of the complete agreement is on file in the Superintendent's office) **UC**

Member Swenson moved, Member Burkel seconded to set the Truth-in-Taxation dates as follows: Tuesday, December 6, 2016 at 6 p.m., and Tuesday, December 13, 2016 at 6 p.m., for the Continuation Hearing if needed. **UC**

Member Sollund moved, Member Burkel seconded to approve the 2016-17 Student Handbook as presented by Dean of Students Amb. **UC**

Member Swenson moved, Member Murray seconded to approve the hiring of Kalli Peterson as the School Readiness/ECFE Instructor for the 2016-17 school year. **UC**

Member Burkel moved, Member Murray seconded to approve the hiring of Karlace Taylor as a paraprofessional for the 2016-17 school year. **UC**

Member Swenson moved, Member Koland seconded to approve the hiring of Kim Nyflot as assistant fall play director for the 2016-17 school year. **UC**

Member Murray moved, Member Sollund seconded to accept a letter of resignation from Melissa Lefrooth as a bus driver for the school district as of June 3, 2016. **UC**

Member Murray moved, Member Sollund seconded to accept a letter of resignation from Heidi Spilde as activity director for the school district as of June 30, 2016. **UC**

Member Burkel moved, Member Swenson seconded to accept the following resolution on an election for three (3) School Board Member positions:

**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. 2358, State of Minnesota as follows:

1. (a.) 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.

- (b.) 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. The general election is hereby called and elected to be held in conjunction with the state general election on Tuesday, the 8<sup>th</sup> day of November, 2016.
  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. 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, which 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. 2358  
TRI-COUNTY SCHOOL  
GENERAL ELECTION  
NOVEMBER 8, 2016

INSTRUCTION TO VOTERS

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

SCHOOL BOARD MEMBER  
VOTE FOR UP TO THREE

CANDIDATE U  
CANDIDATE V  
CANDIDATE W  
CANDIDATE X

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. 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. **UC**

Pursuant to due call and notice thereof, a School Board meeting of School District No. 2358, State of Minnesota, was held on July 20, 2016, at 8:00 PM., for the purpose, in part, of approving the District's Long-Term Facility Maintenance Ten Year Plan.

Member Koland introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING SCHOOL DISTRICT NO. 2358 LONG-TERM FACILITY MAINTENANCE TEN YEAR PLAN**

BE IT RESOLVED by the School Board of District No. 2358, State of Minnesota, as follows:

1. The School Board of School District 2358 has approved the Long-Term Facility Maintenance Ten Year Plan for its facilities for 2017-2026. The various components of this plan are attached.

The motion for the adoption of the foregoing resolution was duly seconded by Member Murray and, upon vote being taken thereon, the following voted in favor thereof: Wikstrom, Burkel, Swenson, Olson, Sollund

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA

COUNTY OF KITTSON

I, the undersigned, being the duly qualified and acting Clerk of School District No. 2358, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of School District No. 2358, held on the date therein indicated, with the original of said minutes on file in my office, and the same is a full, true and complete transcript insofar as the same relates to the approval of School District No. 2358 Long-Term Facility Maintenance Ten Year Plan.

WITNESS MY HAND officially as such Clerk this 20<sup>th</sup> day of July, 2016.

\_\_\_\_\_  
Clerk

School District No. 235

Dean of Students Amb reported on the following: Class Schedules; On-line Classes

Superintendent Sorgaard reported on the following: Voluntary Pre-K Application; School Board Filing August 2-16; Audit; AD Position; Roof Repair; 2002 Impala; Sweeper; Lights

Board Reports:

NWRIC: Next Meeting is August.

REGION I: Member Koland presented a report on the meeting.

Member Burkel moved, Member Olson seconded to adjourn. UC

Respectfully submitted by Mark Koland, Clerk \_\_\_\_\_ .

**Next Meeting: August 17 at 8:00 p.m.**