

INDEPENDENT SCHOOL DISTRICT 195
Randolph, Minnesota 55065

REGULAR SCHOOL BOARD MEETING

August 15, 2016

- 1) The Randolph School Board met in regular session on Monday, August 15, 2016, at 7:00 p.m. in the Commons. Gary Moorhouse called the meeting to order. Directors present: Gary Moorhouse, Steve Weidner, Sara Taylor, Cory Lorenzen, Jay Otte, Garlan Dubbels and Michael Kelley, Superintendent. Administrators present: Benjamin Fisher, Matt Rutledge, Aaron Soule and Regina Wernimont. Staff members present: Kathy Stauffer, Jason Holscher and Jackie Sczepanski. Guest: Ken Haggerty.
- 2) A motion to approve the agenda as established was made by Sara Taylor, seconded by Steve Weidner. All members voting in favor.
- 3) A motion was made by Jay Otte, seconded by Garlan Dubbels to approve the following consent agenda items:
 - 3.1) Minutes of the Regular School Board meeting held July 18, 2016, as presented.
 - 3.2) July, 2016, bills and payroll.
 - 3.3) Donations.All members voting in favor.
- 4) The School Board presented a plaque to Steve Weidner for his 17 years on the Randolph School Board. Steve has decided not to run for another term on the November 8th General Election. Steve spoke of the consistency of the staff of Randolph Schools during his term, including only two superintendents, and said it has been a pleasure.
- 5) Jason Holscher, our new Technology Coordinator, reported on some of the things that have been accomplished this summer including: computers have been updated to Windows 10, firmware for printer and copier compatibility with Google, fiber optic from computer room to Media Center, software updates, and training. Some visions for the future included: 2 new mobile labs (total of 11), 2 conversions to iPad mobile labs, improve wifi in elementary, MDE grants, software to track technology issues, voice over IP for phones, smart spots on buses, and protocol for curriculum trends.
- 6) A motion was made by Steve Weidner, seconded by Jay Otte to approve the overnight field trip request presented by Jackie Sczepanski, Band Director, to take

the High School Band to Nashville, TN from November 2 to November 6, 2016. All members voting in favor.

- 7) Matt Rutledge, Elementary School Principal, reported on three new elementary teachers for 2016-2017, Randolph Elementary has applied for the School of Excellence Award; and Community Education.
- 8) Ben Fisher, High School Principal/Special Education Director, reported we will have two foreign exchange students this school year from France and Germany; English curriculum has been updated for this school year; and National Assessment of Educational Progress (NAEP) – students in grade 8 will participate in mathematics and reading assessments on February 15, 2017.
- 9) Aaron Soule, Assistant HS Principal/Activities Director, reported on fall sports startup; Kelly Lockhart is the new Booster Club Representative; will be conducting a meeting on September 1 with all Coaches and Activities Advisors.
- 10) Business Manager, Regina Wernimont, reported on the very thorough audit with our new auditors – Burkhardt & Burkhardt, Ltd. out of Mankato, MN on August 1-4 – there were a few findings in Student Activities; no changes need to be made for the annual review of the Investments Policy #705; investments report; and Sequestration.
- 11) Michael Kelley, Superintendent, reported on the upcoming expansion of the ISD #917 Alliance School; keyless entrance doors have been installed; thanked Josh Steffel for the Eagle Scout Project completed on the east side of the school building this summer which the National Honor Society funded; the USDA raised the minimum adult lunch price to \$3.60 for 2016-2017 (up 10 cents); School Board Candidate filings can be submitted until 5:00 p.m. on August 16, 2016; and Teacher's Opening Workshop begins August 29th at 7:30 a.m.
- 12) The School Board reported on the Building and Grounds Committee Meeting and Community Education Committee Meeting – both held on August 15.
- 13) Truth-In-Taxation hearing date has been set for Monday, December 19, 2016, at 7:00 p.m. in the Media Center at our Regular School Board Meeting. The budget and levy will be discussed and the final budget and levy determined. The public is allowed to speak at this meeting.

14) Member, Steve Weidner, introduced the following resolution and moved its adoption:

**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. 195, State of Minnesota as follows:

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

The clerk shall include on the ballot the names of the individuals who file or have filed affidavits of candidacy during the period established 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 8th 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. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

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 two sample ballots 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.

GENERAL ELECTION BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 195
RANDOLPH PUBLIC SCHOOLS

NOVEMBER 8, 2016

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

- 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. 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, if requested by the election official, 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 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. The general election must be canvassed between the third and the tenth day following the general election.

10. The School District clerk shall make all Campaign Financial Reports required to be filed with the school district under Minnesota Statutes, Section 211A.02, and received on or after May 17, 2014, 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 Member,

Jay Otte, and upon vote being taken thereon, the following voted in favor thereof:

Steve Weidner, Sara Taylor, Cory Lorenzen, Jay Otte, Garlan Dubbels, Gary Moorhouse

and the following voted against the same:

none

Whereupon said resolution was declared and duly passed and adopted.

- 15) A motion was made by Sara Taylor, seconded by Garlan Dubbels to approve hiring Jody Sampson as a business education teacher for 2016-2017. All members voting in favor.
- 16) A motion was made by Jay Otte, seconded by Garlan Dubbels to approve Tracey Ryan's resignation from her Community Education position effective August 5, 2016. The board thanked her for her years of service. All members voting in favor.
- 17) A motion was made by Sara Taylor, seconded by Steve Weidner to approve Vicki Heather's resignation from her paraprofessional position. The board commented she was great with high school students and will be missed. All members voting in favor.
- 18) A motion was made by Steve Weidner, seconded by Sara Taylor to approve the 2nd Reading of:
- Policy 721 – Uniform Grant Guidance Policy Regarding Federal Revenue Sources
- All members voting in favor.
- 19) A motion was made by Sara Taylor, seconded by Garlan Dubbels to approve the revisions to the following policies:
- Policy 414 – Mandated Reporting of Child Neglect or Physical or Sexual Abuse
 - Policy 506 – Student Discipline
 - Policy 520 – Student Surveys
 - Policy 529 – Staff Notification of Violent Behavior by Students
- All members voting in favor.
- 20) A motion to adjourn was made by Steve Weidner, seconded by Cory Lorenzen. All members voting in favor.

Clerk: Sara Taylor