

Independent School District #891
Canby Public School

1.0 Opening of Meeting: Chairperson Nathan Thorpe

The Canby School Board held its regular scheduled meeting on Monday, August 1, 2022 at 5:30 pm located at Canby High School Room 156. Board members present: Nathan Thorpe, Kari Harding, Jaci Weber, Angela Leppke and Brenda Full. Not Present: Tricia Buelstel. Also in attendance were Superintendent Ryan Nielsen, Elementary Principal Ryan Arndt, High School Principal Dr. Robert Slaba, a representative from CEA, and the Canby News.

- 1.1 Call to Order: Chair Thorpe called the meeting to order at 5:30 pm.
- 1.2 Roll Call: Absent: Director Buelstel
- 1.3 Welcome Visitors and Guests:
- 1.4 Address the Board: None
- 1.5 Approve the Agenda: Motion by Harding, second Leppke, to approve the agenda, motion carried 5-0.
- 1.6 Approval of the Minutes: Motion by Leppke, second Harding, to approve the minutes from regular scheduled board meeting held on 7-21-2022, motion carried 5-0.

2.0 New Business / Board Discussion:

2.1 Administrative Reports.

- 2.1.1 High School Principal Dr. Robert Slaba: Dr. Slaba stated the staff back to school letters will be sent out next week and student mailings will go out the following Wednesday. New teacher orientation will be held August 24 & 25th, back to school workshop is August 29-September 1 and school starts September 6th. Seventh grade orientation will be on the same night as open house at the elementary.
- 2.1.2 Elementary Principal Ryan Arndt: Mr. Arndt reported Open House will be held on August 31st with a burger feed that night. The enrollment at the elementary is increasing, but the number are extremely volatile this time of year. Currently there are forty eight kindergarten students with an addition fifteen new students K-6 since May. The pre-school classes are full. He also shared that he held a virtual meeting with staff last week to discuss the music position.
- 2.1.3 Superintendent Ryan Nielsen: Superintendent Nielsen provided an update on the the back to school workshop days that are planned for August 29-September 1. He said all staff will be required to attend the August 30th meeting for required trainings. A breakfast will be served to staff. He also informed the board most of the supplies have arrived, but there are few items that still need to be delivered. He thinks everything should be in place by the time staff arrive. They are reviewing the bus routes and looking to see if there are any other solutions to reduce the length of the routes. The concrete work at the high school and elementary school is nearly complete. They replaced the sidewalk on the north side of the high school and a piece by the H.S. main doors. At the elementary they replaced the area by the bike racks, the main entrance, and then a large

portion on the north side by the boiler room entrance. He also stated the work on the underground storage tank will take place the week of the eighth. Also, there is still repair work that needs to be completed on the football field fence.

- 2.2 PMA & ISG Presentation: Michael Hart and Steve Pumper from PMA, along with Charlotte Nienhaus from ISG presented to the board information related to the proposed referendum scheduled for November. Michael reviewed all the information on the tax impacts and Charlotte went through the Review and Comment draft.
- 2.3 Construction Management Representative: The facility committee recommends hiring a construction manager for the proposed project prior to the election. Superintendent Nielsen will make the contacts with them and set up a time to meet with the facility committee.
- 2.4 Policy 524 First Reading: The new legislation passed this spring requires the district to make changes and additions to policy 524 due to data privacy. The changes are included in this draft and the board will look to adopt it at the next meeting.

3.0 Board Action

3.1 Resolution – Review and Comment:

Member Harding introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING PREPARATION AND SUBMISSION OF A PROPOSAL TO THE COMMISSIONER OF EDUCATION FOR A REVIEW AND COMMENT ON A PROPOSED PROJECT

BE IT RESOLVED by the School Board (the “Board”) of Independent School District No. 891 (Canby Public School District), Lincoln, Lac Qui Parle, and Yellow Medicine Counties, Minnesota (the “District”), as follows:

1. The Board hereby finds and determines that it is necessary and expedient to provide for the acquisition and betterment of school sites and facilities, including the construction of secure entrances and accessibility improvements at the high school and elementary school; HVAC upgrades at the high school; the construction and equipping of Career and Technical Education and art classrooms at the high school; track and field upgrades and site improvements, including the construction, installation, and equipping of an outdoor synthetic track, spectator seating area and press box; the conversion of the existing high school locker room and wrestling area into restrooms, a concession area and lobby; renovations and upgrades to the Family and Consumer Science classroom and the creation of flexible learning spaces at the high school; and site drainage improvements at the elementary school (the “Project”), and to provide a method to finance the Project.

2. The administration of the District is authorized and directed to consult with the Minnesota Department of Education, to cause a proposal to be prepared and submitted on behalf of the Board to the Commissioner of Education for the Commissioner’s Review and Comment on the Project, and to take such other actions as necessary to comply with the provisions of Minnesota Statutes, Section 123B.71, as amended.

The motion for the adoption of the foregoing resolution was duly seconded by Member Weber, and upon vote being taken thereon the following director voted in favor of the motion:

Weber, Full, Harding, Leppke, Thorpe

and the following voted against: None
whereupon the resolution was declared duly passed and adopted.

3.2 Resolution – Relating to the Issuance of School Building Bonds and Calling an Election Thereon:

Member Weber introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO THE ISSUANCE OF
SCHOOL BUILDING BONDS AND CALLING AN ELECTION THEREON**

BE IT RESOLVED by the School Board of Independent School District No. 891, State of Minnesota, as follows:

1. The School Board hereby finds and determines that it is necessary and expedient for the School District to borrow money in an aggregate amount not to exceed \$22,000,000 and not to exceed any limitation upon the incurring of indebtedness which shall be applicable on the date or dates of the issuance of any bonds, for the purpose of providing funds for the acquisition and betterment of school sites and facilities, including the construction of secure entrances and accessibility improvements at the high school and elementary school; the construction and equipping of a gymnasium addition and locker rooms at the high school; HVAC upgrades at the high school; the construction and equipping of Career and Technical Education and art classrooms at the high school; track and field upgrades and site improvements, including the construction, installation, and equipping of an outdoor synthetic track, spectator seating area and press box; the conversion of the existing high school locker room and wrestling area into restrooms, a concession area and lobby; renovations and upgrades to the Family and Consumer Science classroom and the creation of flexible learning spaces at the high school; and site drainage improvements at the elementary school. The question on the borrowing of funds for these purposes shall be School District Question 1 on the School District ballot at the special election held to authorize said borrowing.

2. The actions of the administration in consulting with the Minnesota Department of Education, causing a proposal to be prepared for submission on behalf of the School Board to the Commissioner of Education for the Commissioner's Review and Comment 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. The actual holding of the special election on School District Question 1 specified above shall be contingent upon the receipt of a positive or unfavorable (provided applicable statutory requirements are met) Review and Comment from the Commissioner of Education on the projects included in the question.

3. 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) but not more than sixty (60) days prior to the date of the special election specified below.

4. The School Board must hold a public meeting to discuss the Commissioner's Review and Comment before the referendum for bonds.

5. The ballot question specified above shall be submitted to the qualified voters of the School District at a special election, which is hereby called and directed to be held on Tuesday, November 8, 2022, in conjunction with the State General Election.

6. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this special 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 those for the State General Election.

7. 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, and the Commissioner of Education at least seventy-four (74) days before the date of said election. The notice shall specify the date of the election and the language for each ballot question to be voted on at the special election. Any notice given prior to the adoption of this resolution is ratified and confirmed in all respects.

8. The Clerk is hereby authorized and directed to cause notice of said special election to be posted for public inspection at the administrative offices of the School District at least ten (10) days before the date of said election.

9. 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 special election and to cause two sample ballots to be posted in polling places located within the School District on election day. The sample ballot shall not be printed on the same color paper as the official ballot.

10. The Clerk is hereby authorized and directed to cause notice of said 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 the election. The notice of election so posted and published shall state each question to be submitted to the voters as set forth in the form of the ballot below, and shall include information concerning each established precinct and polling place.

11. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with state, city, township and county election authorities conducting the state general and 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 municipal and county officials regarding preparation and distribution of ballots, election administration and cost sharing.

12. The Clerk is further authorized and directed to cooperate and coordinate 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:


[Form of Ballot on the Following Page]

Special Election Ballot

Independent School District No. 891
(Canby Public School District)

November 8, 2022

Instructions to Voters:

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

To vote for a question, fill in the oval next to the word "Yes" on that question.
To vote against a question, fill in the oval next to the word "No" on that question.

School District Question 1
Approval of School District Bond Issue

☐

Yes

☐

No

Shall the school board of Independent School District No. 891 (Canby Public School District) be authorized to issue its general obligation school building bonds in an amount not to exceed \$22,000,000 to provide funds for the acquisition and betterment of school sites and facilities, including the construction of secure entrances and accessibility improvements at the high school and elementary school; the construction and equipping of a gymnasium addition and locker rooms at the high school; HVAC upgrades at the high school; the construction and equipping of Career and Technical Education and art classrooms at the high school; track and field upgrades and site improvements, including the construction, installation, and equipping of an outdoor synthetic track, spectator seating area and press box; the conversion of the existing high school locker room and wrestling area into restrooms, a concession area and lobby; renovations and upgrades to the Family and Consumer Science classroom and the creation of flexible learning spaces at the high school; and site drainage improvements at the elementary school?

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU
ARE VOTING FOR A PROPERTY TAX INCREASE.**

13. 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.

14. The individuals designated as judges for the State General Election shall act as election judges for this special 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 special election must be canvassed between the third and the tenth day following the special election.

15. 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 Harding and upon vote being taken thereon the following voted in favor:

Weber, Harding, Full, Thorpe, Leppke

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

3.3 Personnel:

3.3.1 Resignation: Motion by Weber, second Leppke, to approve the resignation of Allyson Pesek as an elementary teacher, motion carried 5-0.

3.3.2 Resignation: Motion by Harding, second Weber, to approve the resignation of Krystal Schmitt as the school nurse, motion carried 5-0.

3.4 Move Second August Board Meeting: Motion by Harding, second Leppke, to move the August 15th board meeting to August 22nd, motion carried 5-0.

3.5 Closed Session: Motion by Weber, second Harding, to move into closed session at 7:04 pm to discuss real estate negotiations, motion carried 5-0. Motion by Weber, second Harding, to reopen the meeting at 7:42 pm, motion carried 5-0.

4.0 Communication

4.1 Coaches Evaluation Committee Meeting: August 16, at 9:00 am

4.2 Next Board Meeting: August 22, 2022 at 5:30 pm

5.0 Adjournment

5.1 Adjournment: Motion to adjourn at 7:44 pm by Leppke, second Weber, motion carried 5-0.

School Board Clerk

Date