The regular meeting of the Board of Education of Alexandria School District, Alexandria, Minnesota, was called to order by School Board Chairperson Dean Anderson at 7:00 p.m. in the District Office Oak Conference Room, Alexandria, Minnesota.

School Board Members Present: Pam Carlson, Dean Anderson, Bob Cunniff, Dave Anderson, Sandy Susag, Angie Krebs and (ex-officio) Superintendent Julie Critz.

School Board Member Absent: Alan Zeithamer

Administrators Present: Trevor Peterson, Michelle Bethke-Kaliher, Rick Sansted, Scott Heckert and 6 visitors

**APPROVAL OF AGENDA**

Motion by Dave Anderson, seconded by Susag, to approve the July 15, 2019 agenda.

Ayes 6  
Nays 0  
Motion Carried.

**CONSENT AGENDA**

Motion by Dave Anderson, seconded by Cunniff, to approve the Consent Agenda as follows:

**MEETING MINUTES**

To approve the minutes of the special board meeting held on June 17, 2019, the regular board meeting held on June 17, 2019, the special board meeting held on June 24, 2019 and the special board meeting held on July 8, 2019.

**DISTRICT CLAIMS**

To ratify the payment of the June 2019 claims.

**EMPLOYMENT AGREEMENT**

To approve the following employment agreement:

- Kratzke, Andrew: Social Studies Teacher, effective 8/26/2019
- Larson, Carlyn: Elementary Teacher, effective 8/26/2019
- Johnson, Berta: Cook @ Discovery Middle School, effective 9/3/2019
- Rapp, Michaela: Social Worker @ Woodland Elementary School, effective 8/26/2019

**EMPLOYMENT AGREEMENTS – CO-CURRICULAR**

To approve the following coaching/co-curricular agreements:

- Jansen, Nick: 9th Grade Boys Basketball Coach
- Grote, Kallie: AAHS Student Council Jr. Class Advisor
- Hamre, McKenzie: Assistant Volleyball Coach
July 15, 2019

- Johnson, Brandon: Head Boys Soccer Coach
- Downer, Meghann: Middle School volleyball 8th Grade Coach

RESIGNATION AGREEMENTS

To approve the following resignation agreements:
- Turnquist, Felicia: Paraprofessional, effective 6/6/2019
- Lindberg, Evan: Technology Support, effective 7/12/2019
- Steele, Michelle: ECSE Coordinator, effective 6/24/2019

Co-Curricular Staff:
- Hovel, Blair: Middle School Football Coach
- Scherber, Jordan: Middle School Track Coach
- Hamre, Mackenzie: Middle School Volleyball and 7th Grade Volleyball Coach
- McGuire, Mitch: Student Council Jr. Advisor and Student Government
- Johnson, Brandon: Assistant Boys Soccer Coach
- Johnson, Abby: Middle School Annual/Yearbook Advisor
- Janssen, Chris: Middle School Football Coach
- Glade, Amy: Middle School Spring Drama Assistant Coach

REQUESTS FOR ADDITIONAL POSITION

To approved the following additional positions:
- Request to add an Assistant Drama Coach for Discovery Middle School
- Request for an additional .50 FTE Social Worker position

POSITION ELIMINATION

To approve the following position elimination:
- Olson, Karen: Truancy Mediator, effective 6/6/2019

DONATIONS AND GRANTS

To approve the resolution for the following donations and grants:

RESOLUTION FOR ALEXANDRIA PUBLIC SCHOOLS TO ACCEPT DONATIONS AND GRANTS

WHEREAS, the Alexandria School District Board encourages the support of the district’s educational programs through the funding and support of grant opportunities and donations that meet the goals and objectives of the school district;

WHEREAS, the school district will control and maintain all grants and donations to ensure that the interests of all students are met;

WHEREAS, the grants and donations listed below have been reviewed and approved by the administration of the Alexandria School District;

...
THEREFORE, BE IT RESOLVED, by the School Board of Alexandria School District - No. 206, State of Minnesota, to accept the following grants and donations:

- Voyager Elementary received a $1,260 donation from The Voyager PAC to extend the William Banke Memorial Marsh dock by one section.
- The Football Team received a $25,000 donation from the Football – Grid Club to support the football program.

FUNDRAISING ACTIVITY

To approve the following fundraising activity:

- In July 2019, clay pots will be sold at Art in the Park to raise funds to purchase a printing press for the Art Department.
- The Alexandria Volleyball Team will bag groceries at Elden’s Fresh Foods, host an adult co-ed volleyball tournament, sell pumpkins to community members and run concessions at the Breakdown Tournament to raise funds to purchase equipment and pay for other associated costs to the volleyball program.

FIRST READING OF DISTRICT POLICY REVISIONS

To approve the first reading of the following district policies:

- Policy 413 – Harassment and Violence
- Policy 506 – District-Wide Student Discipline
- Policy 730 – Transportation of Public School Students
- Policy 733 – Student Transportation Safety Policy
- Policy 810 – Health and Safety

DISTRICT POLICY ADOPTION

To adopt the following district policies:

- Policy 101.1 – Name of the School District
- Policy 606 – Textbooks and Instructional Materials
- Policy 655 – Student Activities
- Policy 661 – Release Time
- Policy 904 – Distribution of Materials on School District Property by Nonschool Organizations and Persons

REPEAL POLICY

To repeal the following district policy:

- Policy 510 – The Pupil Fair Dismissal Act of 1974 Suspension, Exclusion, and Expulsion – Chapter 572

ADOPT FACILITIES HANDBOOK

To adopt the 2019-2020 Facilities Rental Handbook and Procedures.
SCHOOL DISTRICT AGREEMENTS

To approve the following agreements:

- Ice Rental Agreement between the City of Alexandria and Alexandria Public Schools beginning September 1, 2019 through August 31, 2020
- PSEO Administration Contract between Minnesota State Community and Technical College and Alexandria Public Schools beginning July 1, 2019 through June 30, 2020
- Participating Agency Agreement between United Way of Douglas & Pope Counties and Alexandria Public Schools beginning July 1, 2019 through June 30, 2020
- Early Childhood Screening Contract with Horizon Public Health beginning July 1, 2019 through June 30, 2020
- Membership Agreement with Lakes Country Service Cooperative beginning July 1, 2019 through June 30, 2020

SUPERINTENDENT GOALS

To approve the 2019-2020 superintendent goals as presented.

Vote on Consent Agenda:

Ayes 6
Nays 0
Motion Carried.

HEALTH SERVICES UPDATE

Michelle Bethke-Kaliher and Melissa Bright provided an update on the school district’s health services programming.

APPROVE LONG TERM FACILITY MAINTENANCE REVENUE APPLICATION

Motion by Carlson, seconded by Cunniff, to approve the Long-Term Facilities Maintenance (LTFM) application as presented.

Ayes 6
Nays 0
Motion Carried.

ADOPT RESOLUTION DETERMINING THE NECESSITY OF APPROVING A NEW REFERENDUM REVENUE AUTHORIZATION AND CALLING A SPECIAL ELECTION THEREON

CERTIFICATION OF MINUTES RELATING TO SPECIAL ELECTION

Issuer: Independent School District No. 206 (Alexandria), Minnesota
Governing Body: School Board
Kind, date, time and place of meeting: A regular meeting held on July 15, 2019 at 7:00 p.m. at the School District offices.

Members present:
Members absent:

Documents attached:

Minutes of said meeting (including):

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF APPROVING A NEW REFERENDUM REVENUE AUTHORIZATION AND CALLING A SPECIAL ELECTION THEREON

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on July 15, 2019.

School District Clerk

Member __________ introduced the following resolution and moved its adoption, which motion was seconded by Member ____________:

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF APPROVING A NEW REFERENDUM REVENUE AUTHORIZATION AND CALLING A SPECIAL ELECTION THEREON

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 206 (Alexandria), Minnesota (the School District) as follows:
It is hereby found, determined and declared as follows:

1. The Board has investigated the facts and does hereby find, determine and declare that it is necessary and expedient to increase the School District’s general education revenue by the following amounts for taxes payable in the years specified:

   - $375 per pupil for taxes payable in 2020
   - $485 per pupil for taxes payable in 2021
   - $595 per pupil for taxes payable in 2022 through 2029

   The proposed new referendum revenue authorization would be applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

2. The question on the approval of the new referendum revenue authorization shall be submitted to the qualified electors of the School District at a special election, which is hereby called and directed to be held on Tuesday, November 5, 2019, between the hours of 7:00 a.m. and 8:00 p.m.

3. The School District’s combined polling places and the precincts served by the polling places, as established and designated by resolution of the Board pursuant to Minnesota Statutes, Section 205A.11, are hereby designated for this special election.

4. The Clerk is hereby authorized and directed to cause written notice of the special election to be:  (a) provided to each County Auditor at least seventy-four (74) days before the date of the special election; (b) provided to the Commissioner of Education at least seventy-four (74) days before the date of the special election; (c) mailed to every taxpayer in the School District, at least fifteen (15) days but no more than thirty (30) days before the date of the special election; (d) posted at the administrative offices of the School District, for public inspection, at least ten (10) days before the date of the special election; and (e) published in the official newspaper of the School District once each week for at least two consecutive weeks, with the last publication being at least one week before the date of the special election. The Notice of Special Election shall be prepared in substantially the following form:

   NOTICE OF SPECIAL ELECTION
   INDEPENDENT SCHOOL DISTRICT NO. 206
   (ALEXANDRIA), MINNESOTA

   NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 206 (Alexandria),
Minnesota, on November 5, 2019, between the hours of 7:00 a.m. and 8:00 p.m. to vote on the following question:

**School District Question**

**Approval of New School District Referendum Revenue Authorization**

The board of Independent School District No. 206 (Alexandria), Minnesota has proposed to increase the School District’s general education revenue by the following amounts for taxes payable in the years specified:

- $375 per pupil for taxes payable in 2020
- $485 per pupil for taxes payable in 2021
- $595 per pupil for taxes payable in 2022 through 2029

The proposed new referendum revenue authorization would be applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

Shall the increase in the general education revenue proposed by the board of Independent School District No. 206 (Alexandria), Minnesota be approved?

**PASSAGE OF THIS REFERENDUM WILL RESULT IN AN INCREASE IN YOUR PROPERTY TAXES.**

For the ballot question, the property tax portion of the revenue authorized will require an estimated referendum tax rate of 0.05321% for taxes payable in 2020 of the referendum market value of all classes of taxable property in the School District, as defined by Minnesota Statutes, Section 126C.01, Subdivision 3, which excludes certain agricultural property, seasonal property and post-secondary student housing.

The projected annual dollar increases for typical residential homesteads, apartments, commercial-industrial properties, and most other classes of property within the School District are as shown in the table below.

For agricultural property (both homestead and non-homestead), the taxes for the proposed referendum will be based on the value of the house, garage and one acre of land. There will be no referendum taxes paid on the value of agricultural land and buildings. For seasonal recreational residential property (e.g., cabins), there will be no taxes paid for the proposed referendum.

The figures in the table below are based on taxes for the voter approved referendum levy only, and do not include taxes for other purposes:

**Homestead Residential, Apartments, and Commercial/Industrial Properties**
<table>
<thead>
<tr>
<th>Market Value</th>
<th>Proposed Levy Authority Taxes Payable in 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>$50,000</td>
<td>$26.61</td>
</tr>
<tr>
<td>75,000</td>
<td>39.91</td>
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<tr>
<td>100,000</td>
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<td>399.10</td>
</tr>
<tr>
<td>1,000,000</td>
<td>532.18</td>
</tr>
</tbody>
</table>

The polling places and precincts served by the polling places for the special election will be as follows:

Precinct No. 1 - City of Alexandria, Ward 1, Precincts 1 and 2.
Voting Location: Lake Community Church, 490 Voyager Drive, Alexandria, MN 56308

Precinct No. 2 – City of Alexandria, Ward 2.
Voting Location: Living Waters Church, 1310 North Nokomis, Alexandria, MN 56308

Precinct No. 3 - City of Alexandria, Ward 3.
Voting Location: New Life Christian Church, 1910 County Road 82 SE, Alexandria, MN 56308

Precinct No. 4 - City of Alexandria, Ward 4.
Voting Location: Cornerstone Church, 202 7th Ave E, Alexandria, MN 56308

Precinct No. 5 - City of Alexandria, Ward 5, Precincts 1 and 2.
Alexandria City Hall, 704 Broadway, Alexandria, MN 56308

Precinct No. 6 - LaGrand Township.
Voting Location: LaGrand Town Hall, 501 Town Hall Rd NW, Alexandria, MN 56308
Precinct No. 7 - City of Garfield, Brandon Township, Ida Township, Leaf Valley Township, and Moe Township.
Voting Location: Ida Town Hall, 4700 County Road 6 NW, Garfield, MN 56332

Precinct No. 8 - City of Miltona, Miltona Township, and Spruce Hill Township.
Voting Location: Miltona Community Center, 5590 County Road 14 NE, Miltona, MN 56354

Precinct No. 9 - City of Carlos, Belle River Township, and Carlos Township.
Voting Location: Carlos Town Hall, 210 Victoria Ave., Carlos, MN 56319

Precinct No. 10 – City of Nelson, Alexandria Township, and Osakis Township.
Voting Location: Good Shepherd Lutheran Church, 2702 Highway 29 N, Alexandria, MN 56308

Precinct No. 11 - City of Forada and Hudson Township.
Voting Location: Forada City Fire Hall, 10991 Tobys Ave SE, Alexandria, MN 56308

Precinct No. 12 - Holmes City Township, Lake Mary Township, and Reno Township (Pope County).
Voting Location: Lake Mary Town Hall, 4791 County Road 4 SW, Alexandria, MN 56308

All qualified electors residing in the School District may cast their ballots at the polling places designated above during the polling hours specified above.

A voter must be registered to vote to be eligible to vote in the special election. Unregistered individuals may register to vote at the polling places on election day.

Dated: July 15, 2019. 

BY ORDER OF THE SCHOOL BOARD
/s/____________________________, Clerk

5. The Clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this special election. If an optical scan voting system is being used, the Clerk shall comply with the laws and rules governing the procedures and
requirements for optical scan voting systems. 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 election authorities conducting any 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 other elections, including entering into agreements with appropriate municipal and county officials regarding preparation and distribution of ballots or ballot cards, election administration, and cost sharing.

6. The Clerk is authorized and directed to cause a printed ballot for the question to be prepared in accordance with Minnesota Statutes, Section 205A.08, Subdivision 5 and the rules of the secretary of state for use at the special election. If an optical scan voting system is being used, the Clerk shall cause official ballots to be printed according to the format of ballots for optical scan voting systems provided by the laws and rules governing optical scan voting systems. The Clerk is further authorized and directed to cause a sample ballot to be posted in the administrative offices of the School District, for public inspection, at least four (4) days before the date of the special election and to cause two sample ballots to be posted at each polling place on the date of the special election and to cooperate with the proper election officials to cause ballots or ballot cards to be prepared for use at said election. The ballot shall be in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

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**Special Election Ballot**

**School District Ballot**

**Independent School District No. 206**

**(Alexandria), Minnesota**

**November 5, 2019**

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

**School District Question**

**Approval of New School District Referendum Revenue Authorization**
The board of Independent School District No. 206 (Alexandria), Minnesota has proposed to increase the School District’s general education revenue by the following amounts for taxes payable in the years specified:

- $375 per pupil for taxes payable in 2020
- $485 per pupil for taxes payable in 2021
- $595 per pupil for taxes payable in 2022 through 2029

The proposed new referendum revenue authorization would be applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE

(Reverse side of ballot)

OFFICIAL BALLOT

November 5, 2019

______________________________
Judge

______________________________
Judge

(The ballot is to be initialed by two judges)
If the School District will be contracting to print the ballots for this special 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, upon request, 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.

The Clerk shall prepare and have ready for use absentee ballots at least forty-six (46) days before the special election in accordance with Minnesota Statutes, Section 204B.35, Subdivision 4.

As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held on the day of a statewide election and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk or the clerk’s designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk’s designee shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member’s duty day.

The Board shall appoint election judges and alternates in accordance with Minnesota Statutes, Section 204B.21. The appointments will be made at least twenty-five (25) days before the special election.

Pursuant to Minnesota Statutes, Section 206.83, the Clerk shall provide for testing of the optical scan voting system within the fourteen (14) day period before the special election and shall cause notice of the time and place of the test to be published in the School District’s official newspaper at least two (2) days before the test.

Pursuant to Minnesota Statutes, Section 206.85, Subdivision 1(6), the Clerk shall cause notice of the location of the counting center or the places where the ballots will be counted to be published in the School District’s
official newspaper at least once within the week before the special election and in the daily newspaper of widest circulation, if any, once on the day before the special election.

13. The special election shall be held and the returns made and canvassed in the manner prescribed by law and the Board shall meet on a date between the third day,

November 8, 2019, and the tenth day, November 15, 2019, after the special election for the purpose of canvassing the results thereof.

14. Pursuant to Minnesota Statutes, Section 126C.17, Subdivision 9(e) and Section 205A.07, Subdivision 3a, the Clerk is hereby instructed to notify the Commissioner of Education of the results of the special election and to provide the certified vote totals for the ballot question in written form within fifteen (15) days after the results have been certified by the Board.

15. Pursuant to Minnesota Statutes, Section 211A.02, Subdivision 6, the Clerk is hereby instructed to make any campaign finance reports filed with the Clerk by campaign committees within seven (7) days after the special election available on the School District’s web site as soon as possible, but no later than thirty (30) days after receipt of any such report. The Clerk is further instructed to provide the Campaign Finance and Public Disclosure Board with a link to the section of web site where such reports are made available. Such reports must remain available on the web site for four (4) years from the date first posted.

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

| Ayes | 6 |
| Nays | 0 |

Motion Carried

APPROVE FIRST READING OF OPERATIONAL PLAN

Motion by Cunniff, seconded by Krebs, to approve the first reading of the 2019-2020 Operational Plan as presented.

| Ayes | 6 |
| Nays | 0 |
July 15, 2019

Motion Carried.

APPROVE STUDENT HANDBOOKS

Motion by Susag, seconded by Krebs, to approve the 2019-2020 student handbooks as presented.

Ayes 6
Nays 0
Motion Carried.

ADJOURNMENT

There being no further business to come before the School Board at this time, the meeting adjourned at 8:23 p.m.

ATTEST:

/s/ Pam Carlson
Clerk

/s/ Dean Anderson
Chairperson