

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 191
(BURNSVILLE-EAGAN-SAVAGE)
DAKOTA AND SCOTT COUNTIES, MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota, was held in said school district on January 14, 2021, at ____ o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO SPECIAL ELECTION OF A SCHOOL BOARD
MEMBER
AND CALLING A SCHOOL DISTRICT SPECIAL ELECTION**

BE IT RESOLVED by the School Board (the "Board") of Independent School District No. 191, Dakota and Scott Counties, Minnesota (the "School District"), as follows:

1. (a) It is necessary for the School District to hold its special election for the purpose of electing one (1) school board member to fill the remainder of a four-year term terminating on the first Monday of January, 2023.

(b) The clerk shall include on the ballot the names of the individuals who file affidavits of candidacy on said special 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 special election is hereby called and directed to be held on Tuesday, the 2nd day of November, 2021, between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

3. Pursuant to Minnesota Statutes, Section 205A.11, the combined polling places and the precincts served by those polling places designated by the Board pursuant to a School District resolution duly adopted on December 10, 2020, are hereby designated for the special election; provided, however, that upon a determination by the Board that any other municipal election is being held within the geographic area of the School District, then the School District polling places and the precincts served by those polling places, as previously established and designated for

School District elections held in conjunction with a statewide election, are hereby designated for this special election.

4. The clerk is hereby authorized and directed to cause written notice of said special election to be provided to the county auditor of Dakota and Scott Counties, at least seventy-four (74) days before the date of said special election. The notice shall specify the date of said election and the office or offices to be voted on at said special election.

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

The notice of election so posted and published shall state the office to be filled as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is hereby 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.

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 any 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 officials regarding preparation and distribution of ballots, election administration and cost sharing.

5. 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 attached hereto as Exhibit A, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system.

6. The name of each candidate for office at each election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota law.

7. If the School District will be contracting to print the ballots for this election, it 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.

8. If not performed by election officials conducting other elections on that date, the clerk is hereby authorized and directed to provide for testing of the optical scan voting system within fourteen (14) days prior to the special election date. The clerk shall cause notice of the time and place of the test to be given at least two (2) days in advance of publication once in the official newspaper, by posting a notice, and by notifying the county or legislative district chair of each major political party.

9. If not performed by the election officials conducting other elections on that date, the clerk is hereby authorized and directed to cause notice of the location of the counting center or the place where the ballots will be counted to be published in the official newspaper at least once during the week preceding the week of the special election and in the newspaper of widest circulation once on the day preceding the special election, or once the week preceding the special election if the newspaper is a weekly.

10. The clerk is hereby authorized and directed to begin assembling names of trained election judges to serve at the various polling places and/or combined polling places during the November 2, 2021 special election. The election judges shall act as clerks of election and submit the results to the Board for canvass in the manner provided for other School District elections.

The motion for the adoption of the foregoing resolution was duly seconded by

_____ and upon vote being taken thereon the following voted in favor

thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Exhibit A

SCHOOL DISTRICT BALLOT

**INDEPENDENT SCHOOL DISTRICT NO. 191
(BURNSVILLE-EAGAN-SAVAGE)
SPECIAL ELECTION**

NOVEMBER 2, 2021

INSTRUCTIONS TO VOTERS
TO VOTE, COMPLETELY FILL IN THE OVAL(S) NEXT TO YOUR CHOICE(S).



SCHOOL BOARD MEMBER

VOTE FOR UP TO ONE

NAME

NAME

NAME

NAME

NAME

NAME

write-in, if any

STATE OF MINNESOTA)
COUNTIES OF DAKOTA)SS
AND SCOTT)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to the calling of the special election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this ____ day of _____ 2021.

School District Clerk