

INDEPENDENT SCHOOL DISTRICT #831
Forest Lake, Minnesota

August 4, 2011

Pursuant to due call and notice thereof, a Special Meeting of the School Board of Independent School District No. 831, Washington County, Minnesota, was held on the 4th day of August, 2011, at 6:00 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 THE ELECTION OF SCHOOL
BOARD MEMBERS AND CALLING THE
SCHOOL DISTRICT GENERAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District #831, State of Minnesota, as follows:

1. It is necessary for the school district to hold its general election for the purpose of electing four (4) School Board Members for a term of four years each (until 1/4/16).

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 directed to be held on Tuesday, the 8th day of November, 2011, 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 school district combined polling places and the precincts served by those polling places, as previously established and designated by school board resolution dated August 4, 2003 for school elections not held on the day of a statewide election are hereby designated for said general election. The City of Lino Lakes holds its municipal elections in the odd-numbered years, and the polling places for voters residing in those precincts in that city shall be the ones so designated by that city.
4. The clerk is hereby authorized and directed to cause written notice of said 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 election and the office or offices to be voted on at said 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 two sample ballots to be posted in each polling place on Election Day. The sample ballots shall not be printed on the same color paper as the official ballot, and must reflect the 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 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.

5. 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 election, and generally to cooperate with election authorities conducting this 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 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:

SCHOOL DISTRICT BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 831
FOREST LAKE AREA SCHOOL DISTRICT
GENERAL ELECTION

November 8, 2011

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 FOUR

Candidate name

Candidate name

Candidate name

Candidate name

write-in, if any

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 furnish, in accordance with MN 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 clerk is hereby authorized and directed to provide for testing of the optical scan voting system within fourteen (14) days prior to the general 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.

10. 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 general election and in the newspaper of widest circulation once on the day preceding the general election, or once the week preceding the general election if the newspaper is a weekly.
11. The following individuals, each of whom is trained and qualified to serve as an election judge, may be appointed as judges of election, to act as such at the respective polling places and for the respective precincts listed below:

<u>PRECINCT</u>	<u>LOCATION</u>	<u>JUDGE</u>
1	Scandia Elementary Scandia, MN	Mary Hulleman, Head Judge Judith Rydeen Patti Funni Ann Hoheisel Bev Pratt
2	Lino Lakes Senior Center 1189 Main St. Centennial Fire Station #2 7741 Lake Dr. St. Joseph's Catholic Church 161 Elm St. Lino Lakes City Hall 600 Town Center Pkwy.	Lino Lakes' City Judges Anoka County " " "
3	Linwood Elementary Wyoming, MN	Ilene Hudak, Head Judge Sheila Bein Julie Bernston Sharon Townsend Shirley Doberstein
4	Columbus Elementary Forest Lake, MN	Barb Masteller, Head Judge Sugar Martin Kathy Savord Joanne Keyes Shirley Faber
5	School District Office Forest Lake, MN	Berdie Beimert, Head Judge LaVone Radtke Bunny Sederholm Keith Hegstrom Rita Jelinek Pat Justice Judith Preisinger Jane Bolenbaugh Kathy Bell Sue Gort

Marlene English, Head Judge
Philomene Moser
Linda Josephson
Diane Mason
Mary Utect
Maureen Wolhauber
Evelyn Rodrique

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 motion for the adoption of the foregoing resolution was duly seconded by Member _____ and the following voted in favor thereof:

and the following voted against the same:

and the following was absent:

Whereupon said resolution was declared passed.