

**MINUTES OF THE REGULAR SCHOOL BOARD MEETING
BEMIDJI AREA SCHOOLS
JULY 19, 2021**

The regular meeting of the Board of Education, Bemidji Area Schools, Bemidji, Beltrami/Hubbard Counties, Minnesota, was held on Monday, July 19, 2021, at 6:30 p.m., in the District Office Board Room.

MEMBERS PRESENT: Jeff Lind, Sarah Young, Ann Long Voelkner, Carol L. Johnson, Gabriel Warren, Jeff Haack, and Superintendent Tim Lutz

MEMBERS ABSENT:

CALL TO ORDER: (Time: 6:30 p.m.)

PREVIEW OF AGENDA – SUPERINTENDENT TIM LUTZ

APPROVAL OF AGENDA

The motion was offered by Sarah Young, seconded by Carol L. Johnson, and carried by all in attendance to approve the agenda.

CONSENT AGENDA

The motion was offered by Jeff Lind, seconded by Sarah Young, and carried by consent to approve the following items:

- A. Minutes from the June 21, 2021 School Board Meeting
- B. Current Bills & Special Checks Totaling: \$3,886,092.40
- C. Certified Staff Appointments
- D. Release from Contract Request
- E. Noncertified Staff Resignations
- F. Lane Advancements
- G. Second Reading and Adoption of SBR 700-40-4: Code of Conduct
- H. Second Reading and Adoption of SBR 900-90-2: COVID-19 Mitigation Strategies Policy

SPECIAL TOPICS

North Country Vocational Cooperative Center – Elaine Hoffman

COVID-19 UPDATES

COVID-19 Updates

Superintendent Tim Lutz indicated summer programs are underway and following CDC, MDH and MDE COVID protocols. There were very few COVID cases this summer.

School sites are maintaining cohorts over the summer, continuing hygiene practices and strategies, and we are keeping our buildings clean and disinfected.

The Delta variant is on the rise. We are awaiting additional guidance for school regarding revised protocols.

We are updating the Safe Return to School Learning Plan following CDC and MDE guidelines.

STUDENT REPRESENTATIVE REPORT

PUBLIC PARTICIPATION

LISTENING SESSION REVIEW

REFERENDUM UPDATE

Referendum Update

Superintendent Tim Lutz reviewed the agenda from the School Board Work Session held on July 14, 2021. The possibility of conducting an operating referendum this fall was discussed. Over 50% of the survey respondents indicated they would like to see a referendum rather than face additional budget cuts.

It was a consensus that the district needs to conduct an operating referendum. If we don't run and pass a referendum, we will be in need to make additional budget cuts in the near future. New ESSER funding dollars are one-time money with restrictions and will not fix the budget deficit.

DONATIONS

The motion was offered by Gabriel Warren, seconded by Sarah Young, and carried by all in attendance to accept the following donations: \$500.00 per year for three years from Choice Therapy, PA to the Health Careers Academy; \$750.00 from the Mu Chapter's Brune-Parker Legacy Scholarship for Special Projects to Horace May Elementary; \$570.00 from Hill's Country Greenhouse to Horace May Elementary; and \$15,000.00 from the Friends of the Carnegie Herbert and Vivian Olson Children's Reading Fund to purchase library books at Northern, J. W. Smith, Lincoln, Solway, Horace May and ECFE.

EQUITABLE STUDENT ACHIEVEMENT

Online Learning Update

Kyle McMartin provide an update on the Online Learning Program application process. All families who were involved in distance learning were contacted and approximately 10 students have pre-registered for this program. We will submit the application to the Minnesota Department of Education soon. We hope to hear back from them in two or three weeks if our application was approved. No action was taken.

RELATIONSHIPS/COLLABORATION

Resolution for Membership in the Minnesota State High School League

Carol L. Johnson offered the following resolution and moved its adoption:

2021-2022 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE

BE IT RESOLVED, that the Governing Board of School District #31, Counties of Beltrami and Hubbard, State of Minnesota, delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in Minnesota Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

BE IT FURTHER RESOLVED, that Bemidji High School is authorized by this, the Governing Board of said school district or school to renew its membership in the

Minnesota State High School League; and, participate in the approved interschool activities sponsored by said League and its various subdivisions.

BE IT FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, By-Laws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's Official Handbook, on file at the office of the school district, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by the Governing Board.

Signing the Resolution for Membership affirms that this Governing Board has reviewed the "*Why We Play*" video which defines the purpose and value of education-based athletic and activity programs and assists school communities in communicating a shared-common language.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided by law.

The motion for the foregoing resolution was seconded by Jeff Lind, and a tabulation of votes is as follows:

AYES: Jeff Lind, Carol L. Johnson, Sarah Young, Gabriel Warren, Jeff Haack, and Ann Long Voelkner
NOES: None
ABSENT: None

WHEREUPON, the foregoing resolution was duly passed and adopted.

HIGH QUALITY DISTRICT

Secondary High School Principal

The motion was offered by Carol L. Johnson, seconded by Jeff Haack, and carried by all in attendance to employ Christine Christiansen as a Secondary Assistant Principal effective with the July 1, 2021.

Resolution Renewing Approving LTFM Plan

Jeff Haack introduced the following resolution and moved its adoption:

RESOLUTION TO APPROVE THE LTFM PLAN FOR THE BEMIDJI SCHOOL DISTRICT #31 FOR FY 2022-2023

Gabriel Warren, ISD #31 Board Member seconded the resolution in support approving the district LTFM Plan for FY 2022-2023.

AYES: Carol L. Johnson, Gabriel Warren, Jeff Haack, Sarah Young, Jeff Lind, and Ann Long Voelkner
NAYS: None
ABSTAIN: None

WHEREUPON said resolution was declared duly passed and adopted.

Food Service Agreement with Charter Schools

The motion was offered by Sarah Young, seconded by Carol L. Johnson, and carried by all in attendance to enter into an agreement to provide meal services to Voyageurs School and Trek North Jr and Sr High School beginning in the 2021-2022 school year.

Legislative Updates

Krisi Fenner, Director of Business Services, reported on the key provisions on the E12 appropriations bill including the following Finance Provisions: Formula increase of \$161 per pupil; Special Education Cross-Subsidy; English Learner Aid; Voluntary Prekindergarten; Local Optional Revenue; Growing the Teacher of Color Workforce; Language Essentials for Teachers of Reading and Spelling grant; Non-exclusionary Discipline Training Grants; Digital Wellbeing grant; and the following Policy Provisions: Absence from school for religious observance; Staff Development revenue; Annual Expenditure Report; Revised Academic Standards Implementation Suspension; Special Education Recovery Services and Supports; Report on Behavioral Health Services Reimbursement; Mental Health Education; Respectful School Meal Policies; Seizure Training and Action Plan; Notification of Environmental Hazards; Limit on Screen Time for Children in Preschool and Kindergarten.

Colleen Cardenuto, Director of Curriculum and Administrative Services, highlighted some grants included in the new E12 appropriations bill including: Minnesota Math Corp – which will provide additional funding for math tutors in schools. Additional funding to a national organization which will provide training in suicide prevention to all teachers. Grants will be awarded to teachers who would complete LETRS training which will train Language Essential for Teachers of Reading and Spelling.

New policies that affect our district include:

- Our Academic Standard Implementation Cycle at the state level will be suspended until June 1, 2023 of the standards that were not implemented as of January 1, 2021 which means we will not have new standards for a short period of time.
- All Pre K-12 education grants awarded after July 1, 2022, to be awarded through a framework that encourages the goals of the grants to be aligned to the Minnesota's World's Best Workforce and the federal government's student accountability system.
- Provide instruction on prevention suicide or self-harm and we must use the resources provided by the commissioner or other evidence-based instruction to do this.

Resolution Relating to Determining the Necessity of Revoking an Existing Referendum Revenue Authorization and Replacing it With a New Referendum Revenue Authorization and Calling a Special Election Thereon

Member Jeff Haack introduced the following resolution and moved its adoption, which motion was seconded by Member Carol L. Johnson.

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF REVOKING AN EXISTING REFERENDUM REVENUE AUTHORIZATION AND REPLACING IT WITH 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. 31 (Bemidji), 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 revoke all of the School District's existing referendum revenue authorization of \$180 per pupil and replace that authorization with a

new authorization of \$460 per pupil, a net increase of \$280. The proposed referendum revenue authorization would be first levied in 2021 for taxes payable in 2022 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

2. The question on the revocation of the existing referendum revenue authorization and the approval of a new referendum revenue authorization of the School District 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 2, 2021, between the hours of 2:00 p.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 forty-five (45) days prior to 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. 31
(BEMIDJI), MINNESOTA**

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 31 (Bemidji), Minnesota, on November 2, 2021, between the hours of 2:00 p.m. and 8:00 p.m. to vote on the following question:

**School District Question
Revoking Existing Referendum Revenue Authorization;
Approving New Authorization**

The board of Independent School District No. 31 (Bemidji), Minnesota has proposed to revoke all of the School District's existing referendum revenue authorization of \$180 per pupil and replace that authorization with a new authorization of \$460 per pupil. The proposed referendum revenue authorization would be first levied in 2021 for taxes payable in 2022 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

Shall the revocation of the existing referendum authorization and the new authorization proposed by the board of Independent School District No. 31 (Bemidji), 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 0.07378% for taxes payable in 2022 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

<u>Market Value</u>	<u>Revoked Levy Authority Taxes Payable in 2021</u>	<u>New Levy Authority Taxes Payable in 2022</u>	<u>Difference between Revoked Levy Authority and New Levy Authority</u>
\$50,000	-\$14.43	\$36.89	\$22.45
75,000	-21.65	55.33	33.68
100,000	-28.87	73.78	44.91
125,000	-36.09	92.22	56.13
150,000	-43.30	110.66	67.36
200,000	-57.74	147.55	89.81
250,000	-72.17	184.44	112.27
300,000	-86.61	221.33	134.72
350,000	-101.04	258.21	157.17
400,000	-115.47	295.10	179.63
450,000	-129.91	331.99	202.08
500,000	-144.34	368.88	224.53
750,000	-216.51	553.31	336.80
1,000,000	-288.69	737.75	449.07

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

Combined Polling Place Precinct No. 1 – Solway School – 159 Lomen Avenue NE, Solway - encompasses all territory in Independent School District No. 31 located in **City of Solway, City of Wilton, Lammers Township, and Jones Township** located outside the corporate boundaries of the City of Bemidji, in Beltrami County.

Combined Polling Place Precinct No. 2 - Eckles Community Center - 9735 Cardinal Rd NW - encompasses all territory in Independent School District No. 31 located in **Liberty Township and Eckles Township** located outside the corporate boundaries of the City of Bemidji, in Beltrami County.

Combined Polling Place Precinct No. 3 – Roosevelt Community Center - 25053 Debs Road NW– encompasses all territory in Independent School District No. 31 located in **Roosevelt Township, Buzzle Township, Alaska Township, Maple Ridge Township, Durand Township,** and that portion of **Nebish Township** which lies within the boundaries of School District No. 31 in Beltrami County.

Combined Polling Place Precinct No. 4 – Northern Town Hall – 445 Town Hall Road NW - encompasses all territory in Independent School District No. 31 located in **Northern Precinct One** and **Northern Precinct Two** outside the corporate boundaries of the City of Bemidji in Beltrami County.

Combined Polling Place Precinct No. 5 – Horace May School – 4415 Washington Avenue South - encompasses all territory in Independent School District No. 31 located in **Fern Township, Rockwood Township, Helga Township**, and those portions of **Hart Lake Township, Guthrie Township, Lake Hattie Township, Farden Township**, and **Schoolcraft Township** in Hubbard county which lie within the boundaries of School District No. 31.

Combined Polling Place Precinct No. 6 – Lincoln School – 1617 5th Street NE - encompasses all territory in Independent School District No. 31 located in **Sugarbush Township, Ten Lake Township, Frohn Township**, and **Ward Five** in the City of Bemidji.

Combined Polling Place Precinct No. 7 – J. W. Smith School – 1712 America Avenue NW - encompasses all territory in Independent School District No. 31 located in **Ward One** and **Ward Three** in the City of Bemidji.

Combined Polling Place Precinct No. 8 – Boys and Girls Club – 1600 Minnesota Avenue NW - encompasses all territory in Independent School District No. 31 located in **Ward Two** and **Ward Four** in the City of Bemidji.

Combined Polling Place Precinct No. 9 – Bemidji Town Hall – 148 Carr Lake Road SE - encompasses all territory in Independent School District No. 31 located in **Grant Valley Township** and **Bemidji Township** located in Beltrami County lying outside the corporate boundaries of the City of Bemidji.

Combined Polling Place Precinct No. 10 – Port Hope Town Hall – 9779 Hillcrest Drive NE - encompasses all territory in Independent School District No. 31 located in **Port Hope Township, Turtle Lake Township, City of Turtle River**, and **Turtle River Township**.

All qualified electors residing in the School District may cast their ballots at the polling places listed 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 19, 2021

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:

**Special Election Ballot
School District Ballot
Independent School District No. 31
(Bemidji), Minnesota**

November 2, 2021

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 Renewal of School District
Revoking Existing Referendum Revenue Authorization;
Approving New Authorization**

The board of Independent School District No. 31 (Bemidji), Minnesota has proposed to revoke all of the School District's existing referendum revenue authorization of \$180 per pupil and replace that authorization with a new authorization of \$460 per pupil. The proposed referendum revenue authorization would be first levied in 2021 for taxes payable in 2022 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.



YES

NO

Shall the revocation of the existing referendum authorization and the new authorization proposed by the board of Independent School District No. 31 (Bemidji), Minnesota be approved?

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

(Reverse side of ballot)

OFFICIAL BALLOT

November 2, 2021

Judge

Judge

(The ballot is to be initialed by two judges)

7. 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.

8. 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.

9. 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.

10. 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.

11. 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.

12. 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 5, 2021, and the tenth day, November 12, 2021, 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: Gabriel Warren, Carol L. Johnson, Jeff Lind, Sarah Young, Jeff Haack, and Ann Long Voelkner. and the following voted against the same: None.

WHEREUPON, the resolution was declared duly passed and adopted.

WORKFORCE DEVELOPMENT

UPCOMING EVENTS

August Meeting – Monday, August 16, 2021, 6:30 p.m.

OTHER

Once Around the Table

School Board Members shared their observations of events in the district.

Negotiations Strategy Session – Closed

The motion was offered by Carol L. Johnson, seconded by Jeff Haack, and carried by all in attendance to close the meeting to discuss negotiations strategy. Time: 8:06 p.m.

The motion was offered by Jeff Haack, seconded by Gabriel Warren, and carried by all in attendance to open the meeting. Time: 8:42 p.m.

ADJOURNMENT

The motion was offered by Jeff Haack, seconded by Gabriel Warren, and carried by all in attendance to adjourn. Time: 8:42 p.m.

Sarah Young, Clerk

Date Approved

Ann Long Voelkner, Chair

Date Approved