

1. Call to Order at 7:32 P.M.

2. Roll Call: Shane Kilen, Brandon Ignaszewski, Allison Harder, Joe Melby, Kurt Stenberg, Carrie Jo Howard  
ABSENT: Brandon Kuznia

ADMINISTRATION: Supt. Larry Guggisberg, Princ. Sharon Schultz

OTHER ATTENDEES: Cooky Kujava, Ryan Bergeron, Mary Anderson

3. Listening Session- Nothing to Report

4. Recommendation to add items to the agenda from Board members or School Administrators

5. Approval of Agenda

5.1. A motion was made by Carrie Jo Howard, seconded by Allison Harder to approve the agenda of the August 22, 2022 Regular Board Meeting as amended. Motion was unanimously approved.

6. Minutes

6.1. A motion was made by Carrie Jo Howard, seconded by Kurt Stenberg to approve the minutes of the preceding regular meeting of July 18, 2022. Motion was unanimously approved.

7. Business Services

7.1. A motion was made by Kurt Stenberg, seconded by Brandon Ignaszewski to approve the payment of bills check #39481 through #39540 for a total of \$323,150.23 and Purchasing Card electronic payments dated July 6, 2022 and Electronic Funds Transfers as submitted. Motion was unanimously approved.

7.2. Treasurer's Report

7.3. Greenbush Middle River School District Budget to Actual Expenditure Report

8. Significant School Events and Communication:

8.1. Accept donation of student desks

Motion by Board member Joe Melby and seconded by Kurt Stenberg to accept a donation of used high school student desks and chairs from the Roseau School District. Motion was unanimously approved.

9. Old Business

9.1. Resolution calling for a School Board election during the Nov. 8, 2022 General Election

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 2683, Greenbush-Middle River, Minnesota was held on the 22<sup>nd</sup> day of August 2022 at 7:30 pm for the purpose in part to APPROVE RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION

The following Board members were present: Brandon Ignaszewski, Allison Harder, Joe Melby, Kurt Stenberg, Carrie Jo Howad, Shane Kilen

and the following were absent: Brandon Kuznia

Board member Carrie Jo Howard introduced the following resolution and moved its adoption:

BE IT RESOLVED by the School Board of Independent School District No. 2683 State of Minnesota as follows:

(a) 1. It is necessary for the school district to hold its general election for the purpose of electing four (4) school board members for terms of four (4) years each.

(b) The clerk shall include on the ballot the names of the individuals who file or have filed affidavits of candidacy during the period established 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 elected to be held in conjunction with the state general election on Tuesday, the 8<sup>th</sup> day of November, 2022.

3. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general 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 for the state general election.

4. The clerk is hereby authorized and directed to cause written notice of said general 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 general election and the office or offices to be voted on at said general election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

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 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 general 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 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.


The clerk is 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.

5. The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this election, and generally to cooperate with 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 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.

General Election Ballot  
Independent School District No. 2683\_Greenbush Middle River School  
District  
November 8, 2022

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Instructions to Voters:

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

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**School Board Member Vote for Up  
to Four**

- 
- Allison Harder
  - Kurt Stenberg
  - Sue Ann Wahl
  - Peter Kern
  - \_\_\_\_\_  
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, if requested by the election official, 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.

9. The individuals designated as judges for the state general election shall act as election judges for this 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 general election must be canvassed between the third and the tenth day following the general election.

10. 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 above-mentioned resolution was seconded by Board Member Shane Kilen and upon roll call vote;

the following voted in favor of: Brandon Ignaszewski, Allison Harder, Joe Melby, Kurt Stenberg, Carrie Jo Howard, Shane Kilen

And the following opposed: None

Thereby the resolution passed.

## 9.2. School Meals Program

### 9.2.a. Re-instate Cost-based School Meal Program

Motion by Board member Allison Harder and seconded by Joe Melby to re-instate a cost for school meals and increase student meal costs by 10 cents over the rate listed for 2020-2021. Adult meals are charged according to the minimum rate established by the MN Dept of Education Nutrition Program. Motion was unanimously carried. Motion was unanimously approved.

### 9.2.b. Approve Incentive for Families to Submit 2022-23 Application for Educational Benefits.

Motion by Board member Joe Melby and seconded by Allison Harder to approve a Free Activity Pass incentive for submission of an application of Educational Benefits for the 2022-2023 school year. Motion was unanimously approved.

## 10. New Business:

### 10.1. Renewal of Safe Return to In-Person Learning Plan

Motion by Board member Joe Melby and seconded by Allison Harder to implement the 2022-2023 Safe In-Person Learning Plan for the Greenbush Middle River School District as of August 22, 2022. Motion was unanimously approved.

### 10.2. Ratification of Non-licensed Employee Agreements

Motion by Carrie Jo Howard and seconded by Allison Harder to approve en masse employment Agreements with all non-licensed employee groups as recommended by Board representatives assigned to the non-licensed negotiations committee. Motion carried with a majority vote. Kurt Stenberg abstained from voting.

### 10.3. Approve Substitute Teacher Rates of Pay

Motion by Board member Carrie Jo Howard and seconded by Joe Melby to increase the rate of pay for substitute teachers at \$130.00 per day substitute teaching or \$70.00 per ½ day substitute teaching. Motion was unanimously approved.

### 10.4. Policy Up-dates

#### 10.4.a.

Policy 416 - Drug and Alcohol Testing

Policy 418 - Drug-Free Workplace/Drug-Free School

Policy 524 - Internet Acceptable Use and Safety Policy

Motion by Board member Allison Harder and seconded by Brandon Ignaszewski to adopt “en masse” the revised model school board policies 416, 418 and 524 as recommended by the MN School Boards Association. Motion was unanimously approved.

### 10.5. GMR Staffing for 2022-2023

### 10.6. Tax Credit for School Supplies (Parent & Teacher)

### 10.7. Approve Sharing Services Agreement for Licensed School Social Worker

Motion by Board member Shane Kilen and seconded by Allison Harder to advertise for a full time social worker for the 2022-2023 school year. Motion was unanimously approved.

### 10.8. Set date for Truth-in-Taxation School Board agenda item

Motion by Board member Carrie Jo Howard and seconded by Joe Melby to approve the regular December 19, 2022 school board meeting to include School Taxes Payable in 2023 as an agenda item within said meeting. Motion was unanimously approved.

#### 10.9. Board Approval to dispose of obsolete equipment and materials

Motion by Board member Allison Harder and seconded by Kurt Stenberg to approve disposal of obsolete equipment and materials in accordance with MSBA Policy for disposal of obsolete equipment and materials. Motion was unanimously approved.

#### 10.10. Board acceptance of Milk Bids

Motion by Board Member Allison Harder and seconded by Joe Melby to approve the 2022-2023 milk bid submitted by Prairie Farms. Motion was unanimously approved.

10.11 Outdoor Restroom Facility – Board members Allison Harder and Brandon Ignaszewski, Supt. Larry Guggisberg and Coach Kent Christian will meet with Greenbush City Mayor and City Council Representatives to discuss the need and options for an updated restroom facility on GMR School grounds to be used for Summer Rec, School and other Community activity needs.

### 11. Reports:

#### 11.1. Superintendent

11.1.a. Start of the School Year - School Facility Improvements

#### 11.2. Principal

11.2.a. Summary Report on Joint Sports Meeting held on August 15, 2022

11.2.b. Summer School

11.2.c. Organizations using School Facilities during summer months

### 12. Adjournment

Motion by Board member Carrie Jo Howard and seconded by Allison Harder to ADJOURN. Motion was unanimously approved.

### 13. Communications

- Teacher Workshop Days – August 29 – Sept. 1
- GMR School Open House – August 31
- First Student Day – Sept. 6
- MSBA Advocacy Tour Meeting 6:30 PM ON Sept 14 in TRF (Lincoln High School)
- MREA will host online member meetings in September to discuss key E-12 issues for 2022 and gain feedback from member educators, school board and administrators on needs and priorities for the next legislative session. Each session will cover the same topics.
- Regular September School Board Meeting – Sept. 19, 2022 @7:30 pm in GMR School Library
- On-site 2021-2022 School Financial Audit – Sept. 19 -21