

**EXTRACT OF MINUTES OF MEETING  
OF SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 138  
NORTH BRANCH, MINNESOTA**

Pursuant to due call and notice thereof, a meeting of the School Board of Independent School District No. 138, North Branch, Minnesota, was held on the 8th day of January 2026, at 5:30 p.m.

The following Board members were present:

and the following were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION PROVIDING LIMITED AUTHORIZATION FOR THE  
SUPERINTENDENT AND DIRECTOR OF FINANCE AND HUMAN RESOURCES TO  
SIGN CONTRACTS**

**WHEREAS**, Independent School District No. 138, North Branch, Minnesota (the “School District”) is an independent school district duly formed and organized pursuant to Minnesota law; and

**WHEREAS**, Minn. Stat. § 123B.52, subd. 2 allows a school board of an independent school district to authorize the superintendent and business manager to sign contracts within the school district’s adopted budget, and

**WHEREAS**, Minn. Stat. § 123B.52, subd. 1 stipulates that contracts made without compliance with that statute shall be void.

**NOW, THEREFORE, BE IT RESOLVED** by the School Board that the Superintendent and Director of Finance and Human Resources shall have the authority to execute and deliver contracts within the School District’s adopted budget, as approved by the School Board. Any

transaction in an amount exceeding the minimum for which bids are required must first be specifically authorized by the School Board and must fulfill all other applicable requirements.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof: and the following voted against:

whereupon said resolution was declared duly passed and adopted.

## **CLERKS CERTIFICATE**

STATE OF MINNESOTA      )  
                                  ) ss.  
COUNTY OF CHISAGO      )

I, the undersigned, being the fully qualified and acting Clerk of Independent School District No. 138, North Branch, 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 Independent School District No. 138, duly called and held on the date therein indicated, so far as such minutes relate to the Resolution Providing Limited Authorization for the Superintendent and Director of Finance and Human Resources to Sign Contracts, and that said Resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such Clerk this 8th day of January, 2026.

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Clerk of the School Board  
Independent School District No. 138  
North Branch, Minnesota