

**MINUTES OF THE REGULAR SCHOOL BOARD MEETING
BEMIDJI AREA SCHOOLS
JULY 15, 2024**

The regular meeting of the Board of Education, Bemidji Area Schools, Bemidji, Beltrami/Hubbard Counties, Minnesota, was held on Monday, July 15, 2024, at 6:30 p.m., in the District Office Board Room

MEMBERS PRESENT: Jenny Frenzel, Anna Manecke, Julie Laitala, Ann Long Voelkner, Dave Wall and Superintendent Jeremy Olson

McKenzie Edevold – Student Representative

MEMBERS ABSENT: Justin Hoover

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

APPROVAL OF AGENDA

The motion was offered by Anna Manecke, seconded by Jenny Frenzel and carried by all in attendance to approve the agenda.

PUBLIC PARTICIPATION

There were no public participation participants.

REQUEST TO REMOVE TOPIC(S) FROM THE CONSENT AGENDA

CONSENT AGENDA

The motion was offered by Jenny Frenzel, seconded by Ann Long Voelkner, and carried by all in attendance to approve the following items:

- A. Minutes from the June 17, 2024 and July 8, 2024 Board Meetings
- B. Current Bills and Special Checks Totaling \$4,828,798.30
- C. Release from Contract Requests
- D. Non-Certified Staff Resignations
- E. Certified Staff Appointments
- F. Lane Advancements
- G. Request for Extended Leave: Heather Ritchie
- H. Second Reading and Adoption of Revised SBR 700-40-2: Student Discipline Subject MSBA 506 and SBR 700-40-2R: Code of Conduct MSBA 506R
- I. Second Reading and Adoption of Revised SBR 300-70-1: Payment of Fees and Other Charges
- J. Request to Submit Grant – Lincoln Elementary

SPECIAL TOPICS

STUDENT REPRESENTATIVE REPORTS

Welcome to our new Student Representative McKenzie Edevold.

LISTENING SESSION REVIEW

There were no participants in listening sessions.

DONATIONS

There were no donations.

INFORMATIONAL ITEMS

District Goal Review

Superintendent Olson spoke about working on the district goals for this next school year. Board members added the focus that they would like for district goals.

ACTION ITEMS

Resolution Relating to the Election of School Board Members and Calling the School District General Election

Ann Long Voelkner introduced the following resolution and urged 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 No. 31, State of Minnesota as follows:

1. It is necessary for the school district to hold its general election for the purpose of electing three (3) school board members for terms of four (4) years each. 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 5th day of November, 2024.
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. 31
Bemidji Area Schools
November 5, 2024

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 Three

Candidate U
Candidate V
Candidate W
Candidate X

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 motion for the foregoing resolution was duly seconded by Anna Manecke and upon vote being taken:

AYES: Jenny Frenzel, Julie Laitala, Anna Manecke, Ann Long Voelkner, and Dave Wall

NOES: None

ABSENT: Justin Hoover

WHEREUPON said resolution declared passed and adopted.

Resolution Renewing Approval of Long Term Facilities Maintenance Plan (LTFM)

Jenny Frenzel introduced the following resolution and moved its adoption:

RESOLUTION TO APPROVE THE LTFM PLAN FOR THE BEMIDJI SCHOOL DISTRICT #31 FOR FY 2025-2026

Anna Manecke, ISD #31 Board Member seconded the resolution in support approving the district's LTFM Plan for FY 2025-2026.

Ayes: Jenny Frenzel, Julie Laitala, Anna Manecke, Ann Long Voelkner, and Dave Wall

Nays: None

Abstain: None

Whereupon said resolution was declared duly passed and adopted.

First Reading of SBR 400-30-3:Textbooks and Instructional Materials MSBA 606 and SBR 400-30-3R:Textbooks and Instructional Procedures MSBA 606R

The motion was offered by Ann Long Voelkner, seconded by Jenny Frenzel, and carried by all in attendance to approve the first reading of revised policy SBR 400-30-3: Textbooks and Instructional Materials MSBA policy 606 and SBR 400-30-3R:Textbooks and Instructional Materials Procedures MSBA policy 606R.

First Reading of SBR 400-30-3.5:Library Materials MSBA 606.5

The motion was offered by Jenny Frenzel, seconded by Anna Manecke, and carried by all in attendance to approve the first reading of revised policy SBR 400-30-3.5:Library Materials.

Cell Phone Addendum to Bemidji High School Handbook

The motion was offered by Ann Long Voelkner, seconded by Julie Laitala, and carried by all in attendance to approve this cell phone addendum to the Bemidji High School handbook.

Board Meeting Restructuring

The motion was offered by Jenny Frenzel, seconded by Anna Manecke, and carried by all in attendance to approve having Board Work Sessions from 5:00 p.m.- 5:55 p.m. and the listening session 6:00 p.m. – 6:25 p.m. on Regular Board Meeting nights.

UPCOMING EVENTS

Data Day, August 15, 2024, 8:00 a.m., Bemidji High School
August School Board Meeting, August 19, 2024, 6:30 PM, District Office Board Room

OTHER

Superintendent's Report

Superintendent Olson and Director of Curriculum, Colleen Cardenuto shared information about the district.

Review of Superintendent's Evaluation

Board Chair Wall read a review of Superintendent Olson's evaluation.

The motion was offered by Julie Laitala, seconded by Ann Long Voelkner, and carried by all in attendance to go into closed session for Negotiations Strategy. Time: 7:23 p.m.

Negotiations Strategy (Closed Session, MN State Statute 13D.03)

The meeting was called into open session. Time 8:07 p.m.

ADJOURNMENT

The motion was offered by Jenny Frenzel, seconded by Julie Laitala, and carried by all in attendance to adjourn the meeting. Time: 8:08 p.m.

Anna Manecke, Clerk

Date Approved

Dave Wall, Chair

Date Approved