

1. Call to Order at 7:30 p.m.
ADMINISTRATION: Supt. Barb Muckenhirn, Dan Carpenter
OTHER ATTENDEES: Ryan Bergeron, Brittany Babcock
2. Roll Call: Kurt Stenberg, Brandon Ignaszewski, SueAnn Wahl, Joe Melby, Peter Kern, Brandon Kuznia, Allison Harder
3. Truth in Taxation Hearing
Description: 2023 Payable 2024 Truth in Taxation School Tax Levy (including Opportunity for Comments from the Public on the 2023 Payable 2024 School Tax Levy)
4. Listening Session
 - a. No items
5. Recommendation to add items to the agenda from Board members to School Administrators
 - a. No items
6. **Motion by Board Member Joe Melby seconded by Brandon Ignaszewski to approve the agenda of the December 18, 2023 Regular Board Meeting as presented/amended.**
7. **Motion by Board Member Allison Harder seconded by Brandon Kuznia to approve the minutes of the preceding regular meeting of November 20, 2023.**
8. Business Services
 - 8.1 **Motion by Board Member SueAnn Wahl seconded by Kurt Stenberg to approve the payment of bills check #40752 through #40843 a total of \$105,800.92 and Purchasing Card electronic payments dated November 7, 2023 and Electronic Funds Transfers as submitted.**

8.2 Treasurer's Report

TREASURER'S REPORT FOR MONTH OF NOVEMBER, 2023

| | |
|-------------------|--------------|
| Beginning Balance | \$254,584.24 |
|-------------------|--------------|

| | |
|----------------|--------------|
| Receipts | \$209,006.20 |
| Expenditures | \$446,563.65 |
| Ending Balance | \$17,026.79 |

9. Significant School Events and Communication:

9.1 World's Best Workforce Annual Report

10. Old Business

11. New Business

11.1 Adoption of revised 2023-2024 estimated school budget

During the regular June 2023 Board meeting, the Board adopted a 2023-2024 budget based on rolling over of the previous year's (2022-2023) budget with the understanding the FY 24 Budget will be amended at a later date.

Motion by Joe Melby seconded by Brandon Kuznia to approve the revised 2023-2024 estimated school budget as presented.

Roll Call Vote: Yes: Kurt Stenberg, Brandon Ignaszewski, SueAnn Wahl, Joe Melby, Brandon Kuznia, Allison Harder; No: Peter Kern

11.2 2023 Levy Pay 2024

Motion by SueAnn Wahl seconded by Kurt Stenberg to adopt the 2023 Payable 2024 School Tax Levy in the amount of \$687,686 The amount represents an overall school tax levy for Payable 2023 increasing by \$63,510 or 10.19% over the previous year.

NOTE: This amount is an overall school tax increase and NOT reflective of an increase in each property owners' school taxes in payable 20234

11.3. Acceptance of Donations to the School District

- \$200.00 Ardy Lorensen to Pep Band for Meal Money for State Volleyball
- \$900.00 Byron & Carolyn Eeg to Robotics
- \$785.00 Byron & Carolyn Eeg to GMR Music Department
- \$500.00 Anonymous to Boys Basketball
- \$250.00 Anonymous to Boys Basketball

Motion by Board Member Allison Harder and second by SueAnn Wahl to accept donations to Pep Band, Robotics, GMR Music Department and Boys Basketball programs.

11.4. Personnel

Description: Personnel changes including hires, separations and changes for consideration for approval:

Hire

Amanda King - Jr. High Softball Coach
Lynsi Hanson - Asst. Softball Coach
Carly Mekash - Asst. Girls Basketball Coach
Connor Wojckowski - Jr. High Girls Basketball Coach

Change

Stacey Dallager - change from 4 to 5 days/week paraprofessional

Resignation

Lynn Balstad - Preschool Screening, School Readiness and ECFE Program

Motion by Board Member Allison Harder Second by Brandon Kuznia to approve the hire of Amanda King as Jr. High Softball Coach.

Motion by Board Member Kurt Stenberg Second by Allison Harder to approve the hire of Lynsi Hanson as Assistant Softball Coach.

Motion by Board Member Brandon Ignaszewski Second by SueAnn Wahl to approve the hire of Carly Mekash as Assistant Girls Basketball Coach.

Motion by Board Member Allison Harder Second by Pete Kern to approve the hire of Connor Wojocowski as Jr. High Girls Basketball Coach.

Motion by Board Member SueAnn Wahl Second by Brandon Ignaszewski to approve the change in the paraprofessional position of Stacey Dallager from 4 days per week to 5 days per week.

Motion by Board Member Joe Melby Second by Brandon Kuznia to accept, with gratitude for her many years of service, the resignation of Lynn Balstad, Preschool Screening, School Readiness and ECFE Program.

11.5. 2023-2024 Teacher Seniority List

Motion by Joe Melby seconded by Pete Kern to approve the 2023-2024 Teacher Seniority List.

11.6. Schedule for: Policy 412: Expense Reimbursement

Recommended mileage reimbursement rate of 65.5 cents per mile (current federal rate) for preapproved travel

Recommended Reimbursement Rates for meals per person (including tax and tip) for preapproved travel

In State

Out of State

Regular September Meeting
Monday, December 18, 2023 | 7:30 p.m. Central

GMR School Library
401 Park Avenue West
Greenbush, MN 56726

| | | |
|-----------|---------|---------|
| Breakfast | \$13.00 | \$15.00 |
| Lunch | \$16.00 | \$20.00 |
| Dinner | \$23.00 | \$30.00 |

Motion by Peter Kern seconded by SueAnn Wahl to approve the district mileage reimbursement rate of 65.5 cents per mile and the meal reimbursement allowance schedule as presented. Motion carried.

11.7. [Annual] Resolution to Combine Polling Places as required by law passed during the 2017 Legislative Session.

If the Board chooses to run an election (eg: Bond Facility), the School District is responsible for all cost aspects (process, election equipment, election judges, protocol) of the election.

Board Member Joe Melby introduced the following resolution and moved its adoption:

RESOLUTION ESTABLISHING COMBINED POLLING PLACES FOR MULTIPLE PRECINCTS AND DESIGNATING HOURS DURING WHICH THE POLLING PLACES WILL REMAIN OPEN FOR VOTING FOR SCHOOL DISTRICT ELECTIONS NOT HELD ON THE DAY OF A STATEWIDE ELECTION

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

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school district elections not held on the day of a statewide election. Each combined polling place must be a polling place that has been designated for use as a polling place by a county or municipality. The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election in the calendar year following the adoption of this resolution: (Set forth each combined polling place explaining which precincts are being served, such as:)

Combined Polling Place:

Greenbush Community Center

Middle River Community Center

Regular September Meeting
Monday, December 18, 2023 | 7:30 p.m. Central

GMR School Library
401 Park Avenue West
Greenbush, MN 56726

244 Main St N
Greenbush, MN 56726

250 Hill Ave
Middle River, MN 56737

Greenbush Community Center
244 Main St N
Greenbush, MN 56726

This combined polling place shall serve all territory in Independent School District #2683 located in the following Precincts within Roseau and Kittson Counties located in Minnesota:

- Kittson: CARIBOU TWP
- Kittson: KLONDIKE UNORG
- Kittson: PEATLAND UNORG
- Kittson: PELAN TWP
- Roseau: BARNETT TOWNSHIP
- Roseau: BARTO TOWNSHIP
- Roseau: DEER TOWNSHIP
- Roseau: DEWEY TOWNSHIP
- Roseau: GREENBUSH
- Roseau: HEREIM TOWNSHIP
- Roseau: HUSS TOWNSHIP
- Roseau: LIND TOWNSHIP
- Roseau: MOOSE TOWNSHIP
- Roseau: JUNE BERRY/BLOOMING VALLEY UNORG
- Roseau: PALMVILLE TOWNSHIP
- Roseau: POHLITZ TOWNSHIP
- Roseau: POLONIA TOWNSHIP
- Roseau: POPLAR GROVE TOWNSHIP
- Roseau: SKAGEN TOWNSHIP
- Roseau: SOLER TOWNSHIP
- Roseau: STRATHCONA

Middle River Community Center
250 Hill Ave
Middle River, MN 56737

This combined polling place shall serve all territory in Independent School District #2683 located in the following Precincts within Marshall County located in Minnesota:

- Marshall: CEDAR TWP
- Marshall: COMO TWP
- Marshall: EAST PARK TWP
- Marshall: EAST VALLEY TWP
- Marshall: HOLT TWP

- Marshall: HUNTLY TWP
 - Marshall: MIDDLE RIVER
 - Marshall: MOOSE RIVER TWP
 - Marshall: ROLLIS TWP
 - Marshall: SPRUCE VALLEY TWP
 - Marshall: THIEF LAKE TWP
 - Marshall: WHITEFORD TWP
- located in Marshall County, Minnesota.

Note: See Section 2.3.2 of the Election Manual regarding changing polling places in the case of an emergency or if the polling place is no longer available.

*3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

Note: See Section 3.6 of the Election Manual regarding certain restrictions on voting hours.

4. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located, in whole or in part, within thirty (30) days after its adoption.

5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to each affected household with at least one registered voter in the school district whose school district polling place location has been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor, who shall change the registrant's status to "challenged" in the statewide registration system. (If a combined polling place is changed, the change must be adopted at least ninety (90) days prior to the first election where it will be used unless that polling place has become unavailable for use.)

Note: A resolution similar to this model resolution must be adopted by December 31 of each year, and the combined polling places specified shall be the combined polling places for the following calendar year.

The motion for the adoption of the foregoing resolution was duly seconded by Board Member Brandon Kuznia and upon vote being taken thereon, the following voted in favor thereof: Kurt Stenberg, Brandon Ignaszewski, SueAnn Wahl, Joe Melby, Peter Kern, Brandon Kuznia, Allison Harder

and the following voted against the same: none

whereupon said resolution was declared duly Passed and Adopted.

11.8. Meeting Date Restrictions

Public meeting restriction dates per Minnesota Statute include the regularly scheduled January 15, 2024 meeting (Martin Luther King Jr. Holiday) and February 19, 2024 meeting (President's Day Holiday). See Attached.

Motion by Board Member Pete Kern and seconded by SueAnn Wahl to hold the regular January 2024 School Board meeting on January 22, 2024 and the February 2024 meeting. Looking at adjusting the monthly meeting date/time. Will reorganize and choose February date at January meeting.

12. Reports

12.1 Principal

- Staff Development Day: January 15th, 2024
- Congrats to Principal Dan Carpenter on completing his licensure.

12.2 Superintendent

- Budget & Audit Progress Update
- MREA Legislative Platform
- MSBA Legislative Platform
- COVID Information
- January Organizational Board Meeting

Minnesota Statute requires the School Board to elect its officers for the new calendar year at its first regular meeting in January. The first regular meeting in January is sometimes referred to as an Organizational Meeting.

M.S. 123B.14 states, "On the first Monday of January of each year, or as soon thereafter as practicable, the board must meet and organize..."

Board members will nominate and elect Officers, including: Chair, Vice-Chair, Clerk and Treasurer.

Board Approval during the January organizational meeting will also include:

- Designation of official depository for school funds;
- Designation of the Law Firm (legal counsel);
- Designation of the official newspaper;
- Committee and / or representative appointment(s);
- Designation of dates for the Regular monthly meetings-

12. Adjournment

Regular September Meeting
Monday, December 18, 2023 | 7:30 p.m. Central

GMR School Library
401 Park Avenue West
Greenbush, MN 56726

Description:

Motion by SueAnn Wahl, Second by Kurt Stenberg to ADJOURN

13. Communications

- Regular January School Board Meeting - January ____ (TBD agenda item), 2023 at 7:30 p.m. in School Library
- Region 1 Joint Powers Board election ballots - return to Superintendent following meeting

Recorded by: Allison Harder, Clerk