South St. Paul School Board - Special Meeting

Monday, November 9, 2026 6:15 PM

District Office, 104 - 5th Avenue South, South St Paul, Minnesota 55075

I. **ROLL CALL**

II. **APPROVAL OF MEETING AGENDA**

II.A. School Board Meeting Agenda, November 9, 2026

III. **BUSINESS ITEMS**

III.A. Approval, for the South St. Paul School Board to approve the Resolution Canvassing Returns of Votes of School District General Election. (L. Brandecker)

III.B. Approval, for the South St. Paul School Board to approve the Resolution Authorizing Issuance of Certificates of Election and Directing the School District Clerk to Perform Other Election Related Duties. (L. Brandecker)

IV. **ADJOURNMENT**

South St. Paul Public Schools

School Board Agenda Item

Date: November 9, 2026

Place on Agenda: Business Meeting

Action Requested: Approval

Attachment: Resolution Canvassing Returns of Votes of School District General and Special Election

Topic: Canvass of November 3, 2026 School Board and General Election

Presenter(s): Lisa Brandecker, Manager of Administrative Services and Communications

Background:

South St. Paul Public Schools held its School Board General and Special Elections on Tuesday, November 3, 2026. The general election included four School Board seats for four-year terms beginning in January 2027. A special election was also held to fill the remainder of a School Board term expiring in January 2029.

In accordance with Minnesota Statute 205A.10, Subdivision 3, the School Board is required to canvass the election returns and declare the results between the third and 14th days following the election. The Board's November 9 special meeting falls within this required timeframe.

Based on the election returns, the following candidates received the highest number of votes:

General Election, Four-Year Terms

- Lisa Moore
- Timothy Felton
- Nicholas Schaefer
- Ann Schultz Counihan

Special Election, Term Expiring January 2029

- Amy Wardell

The attached resolution provides the canvass of election returns for the Board's review and approval.

Recommendation:

Administration recommends that the School Board approve the Resolution Canvassing Returns of Votes of School District General and Special Election held on November 3, 2026.

Alternatives:

N/A

EXTRACT OF MINUTES OF MEETING
OF THE SCHOOL BOARD
OF SPECIAL SCHOOL DISTRICT NO. 6
(SOUTH ST. PAUL PUBLIC SCHOOLS)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a special meeting of the School Board of Special School District No. 6 (South St. Paul Public Schools), State of Minnesota, was duly held in the School District on the 9th day of November, 2026, at 6:15 o'clock p.m. for the purpose, in part, of canvassing its general and special election.

The following members were present:

and the following were absent:

Member _____ moved the adoption of the following resolution:

RESOLUTION CANVASSING RETURNS
OF VOTES OF SCHOOL DISTRICT GENERAL AND SPECIAL ELECTION

BE IT RESOLVED by the School Board of Special School District No. 6, State of Minnesota, as follows:

1. It is hereby found, determined, and declared that the general and special election of the voters of this School District held on November 3, 2026, in conjunction with the State General Election, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, a total of 9,466 voters of the School District voted at said general election on the election of four (4) school board members for four (4) year term vacancies on the School Board caused by expiration of term on the first Monday in January next following the general election as follows:

Lisa Moore	2,830	Kim Humann	2,185
Timothy Felton	2,605	Sanderia Davis	2,043
Nicholas Schaefer	2,513	Wendy Woods Felton	1,935
Ann Schultz Counihan	2,399	Anne Claflin	1,877
Christine Estee	2,378	Andrew Hoffman	1,807
		Write-In	89

3. Lisa Moore, Timothy Felton, Nicholas Schaefer, and Ann Schultz Counihan having received the highest number of votes, are elected to four (4) year terms beginning on the first Monday in January, 2027.

4. As specified in the attached Abstract and Return of Votes Cast, a total of 9,466 voters of the district voted at said special election on the election of one (1) individual to fill the vacancy in the term of school board member expiring January 1, 2029, as follows:

Amy Wardell	5,536	Write-In	88

5. Amy Wardell, having received the highest number of votes, is elected to fill the vacancy in the term of a School Board member expiring January 1, 2029. **Said individual shall take office as soon as he or she qualifies**.

6. The Clerk is hereby directed to certify the results of the election to the County Auditor of each county in which the School District is located in whole or in part.

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 the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

I, the undersigned, being the duly qualified and acting Clerk of Special School District No. 6 (South St. Paul Public Schools), State of 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 said school district duly called and held on the date therein indicated, so far as such minutes relate to canvassing the results of the general and special election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such Clerk this 9th day of November, 2026.

_____
School District Clerk

SUMMARY OF ELECTION TOTALS

GENERAL ELECTION
SCHOOL BOARD MEMBER

Lisa Moore	2,830
Timothy Felton	2,605
Nicholas Schaefer	2,513
Ann Schultz Counihan	2,399
Christine Estee	2,378
Kim Humann	2,185
Sanderia Davis	2,043
Wendy Woods Felton	1,935
Anne Claflin	1,877
Andrew Hoffman	1,807
Write-In	89
TOTAL VOTES CAST FOR THIS OFFICE	22,661

SPECIAL ELECTION

SCHOOL BOARD MEMBERS
to fill vacancy in term expiring January 1, 2029

Amy Wardell	5,536
Write-In	88
TOTAL VOTES FOR THIS OFFICE	5,624

CLERK'S CERTIFICATE AS TO
ABSTRACT AND RETURN OF VOTES CAST

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

I, the undersigned, being the duly qualified and acting Clerk of Special School District No. 6 (South St. Paul Public Schools), State of Minnesota, do hereby certify that I have carefully compared the attached copy of the Abstract and Return of Votes Cast in the general and special election held on November 3, 2026, in conjunction with the State General Election, with the original thereof on file and of record in my office and the same is a full, true and complete copy thereof.

WITNESS MY HAND officially as Clerk of said School District this 9th day of November, 2026.

_____
School District Clerk

STATISTICS

	TOTAL	Absentee	Election Day
Registered Voters - Total	13,403		
Ballots Cast - Total	9,466	3,065	6,401
Voter Turnout - Total	70.63%		

School Board Member Special School District 6 (South St Paul)

Vote For 4

	TOTAL	VOTE %	Absentee	Election Day
Lisa Moore	2,830	12.49%	901	1,929
Timothy Felton	2,605	11.50%	752	1,853
Nicholas Schaefer	2,513	11.09%	675	1,838
Ann Schultz Counihan	2,399	10.59%	756	1,643
Christine Estee	2,378	10.49%	888	1,490
Kim Humann	2,185	9.64%	811	1,374
Sanderia Davis	2,043	9.02%	802	1,241
Wendy Woods Felton	1,935	8.54%	621	1,314
Anne Claflin	1,877	8.28%	728	1,149
Andrew Hoffman	1,807	7.97%	536	1,271
Write-In Totals	89	0.39%	20	69
Total Votes Cast	22,661	100.00%	7,490	15,171

Special Election for School Board Member SSD 6 (South St Paul)

Vote For 1

	TOTAL	VOTE %	Absentee	Election Day
Amy Wardell	5,536	98.44%	1,805	3,731
Write-In Totals	88	1.56%	20	68
Total Votes Cast	5,624	100.00%	1,825	3,799

South St. Paul Public Schools

School Board Agenda Item

Date: November 9, 2026

Place on Agenda: Business Meeting

Action Requested: Approval

Attachment: Resolution Authorizing Issuance of Certificates of Election and Directing the School District Clerk to Perform Other Election Related Duties

Topic: Resolution Authorizing Issuance of Certificates of Election

Presenter(s): Lisa Brandecker, Manager of Administrative Services and Communications

Background:

Following the canvassing of the November 3, 2026, School Board General and Special Election results, the School Board must take the next step in the election process by authorizing the issuance of Certificates of Election to the successful candidates.

The attached resolution authorizes the Board Chair and Clerk to execute Certificates of Election for the following individuals:

General Election, Four-Year Terms

- Lisa Moore
- Timothy Felton
- Nicholas Schaefer
- Ann Schultz Counihan

Special Election, Term Expiring January 2029

- Amy Wardell

Following the required seven-day election contest period, and once all required campaign financial reports have been filed, the School Board Clerk will issue the Certificates of Election to the successful candidates, along with an acceptance of office and oath of office form.

Recommendation:

Administration recommends that the School Board approve the Resolution Authorizing Issuance of Certificates of Election and Directing the School District Clerk to Perform Other Election Related Duties.

Alternatives:

N/A

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD
OF SPECIAL SCHOOL DISTRICT NO. 6
(SOUTH ST. PAUL PUBLIC SCHOOLS)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a special meeting of the School Board of Special School District No. 6 (South St. Paul Public Schools), State of Minnesota, was held in the School District on the 9th day of November, 2026, at 6:15 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING ISSUANCE OF CERTIFICATES OF ELECTION AND DIRECTING THE SCHOOL DISTRICT CLERK TO PERFORM OTHER ELECTION RELATED DUTIES

WHEREAS, the School Board canvassed the general and special election for School Board members held in conjunction with the State General Election on November 3, 2026.

NOW THEREFORE, BE IT RESOLVED by the School Board of Special School District No. 6, State of Minnesota, as follows:

1. The Board Chair and Clerk are hereby authorized to execute Certificates of Election on behalf of the School Board of Special School District No. 6 to the following candidates:

a. Lisa Moore
b. Timothy Felton
c. Nicholas Schaefer
d. Ann Schultz Counihan

who have received a sufficiently large number of votes to be elected to fill vacancies on the School Board caused by expiration of term on the first Monday in January following the election, based on the results of the canvass.

2. The Board Chair and Clerk are hereby authorized to execute the Certificate of Election on behalf of the School Board of Special School District No. 6 to Amy Wardell who has received a sufficiently large number of votes to fill the vacancy in the term of School Board member expiring January 1, 2029. Such individual shall take office as soon as he or she qualifies.

3. The Certificate of Election shall be in substantially the form attached hereto.

4. After the time for contesting the election has passed and the candidate has filed all campaign financial reports required by Minnesota Statutes, Chapter 211A, the Clerk of the School Board is hereby directed to deliver a certificate to each person entitled thereto personally or by certified mail.

5. The Clerk is hereby directed to enclose with the certificate a form of acceptance of office and oath of office in substantially the form attached hereto.

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

I, the undersigned, being the duly qualified and acting Clerk of Special School District No. 6 (South St. Paul Public Schools), State of 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 said school district duly called and held on the date therein indicated, so far as such minutes relate to authorizing the issuance of certificates of election, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such Clerk this 9th day of November, 2026.

_____
School District Clerk

CERTIFICATE OF ELECTION
(Full 4 Year Term)

This is to certify as follows:

1. The School Board of Special School District No. 6 on November 9, 2026, canvassed the general election of School Board members held on November 3, 2026.

2. Lisa Moore received the largest number of votes cast for the office of School Board member of Special School District No. 6 for a full four (4) year term.

3. There are four (4) full four (4) year term vacancies on the School Board caused by expiration of term on the first Monday in January following the election.

4. Therefore Lisa Moore is elected to the office of School Board member of Special School District No. 6 for a full four (4) year term beginning on the first Monday in January, 2027 and expiring on the first Monday in January, 2031.

By authority of the School Board of Special School District No. 6, pursuant to resolution dated November 9, 2026.

Dated _____ _____
Board Chair

Dated _____ _____
Clerk

CERTIFICATE OF ELECTION
(Full 4 Year Term)

This is to certify as follows:

1. The School Board of Special School District No. 6 on November 9, 2026, canvassed the general election of School Board members held on November 3, 2026.

2. Timothy Felton received the second largest number of votes cast for the office of School Board member of Special School District No. 6 for a full four (4) year term.

3. There are four (4) full four (4) year term vacancies on the School Board caused by expiration of term on the first Monday in January following the election.

4. Therefore Timothy Felton is elected to the office of School Board member of Special School District No. 6 for a full four (4) year term beginning on the first Monday in January, 2027 and expiring on the first Monday in January, 2031.

By authority of the School Board of Special School District No. 6, pursuant to resolution dated November 9, 2026.

Dated _____ _____
Board Chair

Dated _____ _____
Clerk

CERTIFICATE OF ELECTION
(Full 4 Year Term)

This is to certify as follows:

1. The School Board of Special School District No. 6 on November 9, 2026, canvassed the general election of School Board members held on November 3, 2026.

2. Nicholas Schaefer received the third largest number of votes cast for the office of School Board member of Special School District No. 6 for a full four (4) year term.

3. There are four (4) full four (4) year term vacancies on the School Board caused by expiration of term on the first Monday in January following the election.

4. Therefore Nicholas Schaefer is elected to the office of School Board member of Special School District No. 6 for a full four (4) year term beginning on the first Monday in January, 2027 and expiring on the first Monday in January, 2031.

By authority of the School Board of Special School District No. 6, pursuant to resolution dated November 9, 2026.

Dated _____ _____
Board Chair

Dated _____ _____
Clerk

CERTIFICATE OF ELECTION
(Full 4 Year Term)

This is to certify as follows:

1. The School Board of Special School District No. 6 on November 9, 2026, canvassed the general election of School Board members held on November 3, 2026.

2. Ann Schultz Counihan received the fourth largest number of votes cast for the office of School Board member of Special School District No. 6 for a full four (4) year term.

3. There are four (4) full four (4) year term vacancies on the School Board caused by expiration of term on the first Monday in January following the election.

4. Therefore Ann Schultz Counihan is elected to the office of School Board member of Special School District No. 6 for a full four (4) year term beginning on the first Monday in January, 2027 and expiring on the first Monday in January, 2031.

By authority of the School Board of Special School District No. 6, pursuant to resolution dated November 9, 2026.

Dated _____ _____
Board Chair

Dated _____ _____
Clerk

CERTIFICATE OF ELECTION
(Vacancy)

This is to certify as follows:

1. The School Board of Special School District No. 6 on November 9, 2026, canvassed the special election held on November 3, 2026 to fill a vacancy in term of School Board member expiring January 1, 2029.

2. Amy Wardell received the largest number of votes cast for the office of school board member of Special School District No. 6 for a vacancy in term expiring January 1, 2029.

3. Therefore Amy Wardell is elected to the office of school board member of Special School District No. 6 for the remainder of the term expiring January 1, 2029.

By authority of the School Board of Special School District No. 6, pursuant to resolution dated November 9, 2026.

Dated _____ _____
Board Chair

Dated _____ _____
Clerk