

Independent School District #891  
Canby Public School

### 1.0 Opening of the Meeting:

- 1.1 Call to Order: Brenda Full called the meeting to order at 5:30 pm
- 1.2 Roll Call: Not present: Vice Chair Leppke and Chair Thorpe
- 1.3 Welcome Visitors
- 1.4 Approval of Agenda: Motion by Kockelman, second Fairchild, to approve the agenda, motion carried 4-0.
- 1.5 Approval of Minutes: Motion by Fairchild, second Kockelman, to approve the regular scheduled board minutes for the meeting held on 11-20-2023, motion carried 4-0.
- 1.6 Payment of Bills: Motion by Fairchild, second Bueltel, to approve the payment of bills dated 11-24-2023, motion carried 4-0.

#### **Bills Dated 11-24-2023**

General: 01	\$ 82,901.04
Transportation: 03	\$126,499.96
Student Activity: 21\$	1,761.37
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Total:	\$211,162.37

### 2.0 New Business / Non-Action Items

- 2.1 Administrative Reports:
  - 2.1.1 High School Principal: Dr. Slaba reported it continues to be a great fall. Students will be traveling to Lakeview tomorrow for an Achievement and Integration event.
  - 2.1.2 Elementary Principal: Principal Arndt reported that Bingo for books had about 420 people attend over the two nights. Moving it to a date prior to Thanksgiving helped with planning and scheduling and they may keep it at this date in the future; he is beginning to work on MCA assessment data entering.
  - 2.1.3 Superintendent Report: Superintendent Nielsen reported the new bus has arrived; he provided a review of the bid openings for the project that took place last week; shot clocks are now official in MN basketball and the system is working good; and the administration continues to look into the READ Act passed by the legislature last session to determine what professional development and curriculum considerations need to be implemented by 2025.
- 2.2 Auditor Report: A representative from Hoffman and Brobst, Marlene Verdos, presented to the board their finding for the fiscal year ending June 30, 2023. The Net Position of the district increased \$1,626,677 from the prior year to \$9,512,654. The general fund increased \$547,719 to \$6,241,058 with the unassigned fund balance decreasing by \$1,008,608 to \$4,134,126.
- 2.3 Canby E-learning Handbook: Superintendent Nielsen presented the revised parent handbook for E-learning.

### 3.0 Board Action

- 3.1 Resolution to approve the FY2023 audit: Member Fairchild introduced the following resolution and moved its adoption:

RESOLUTION APPROVING THE FY2023 AUDIT AS PRESENTED BY HOFFMAN & BROBST

BE IT RESOLVED by the School Board of Independent School District No. 891, State of Minnesota, as follows:

1. The school board accepts and approves the audit and its findings in accordance with Policy 703.

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

and the following voted against the same:

Absent: Chair Thorpe and Vice Chair Leppke

whereupon said resolution was declared duly passed and adopted.

### 3.2 Combined Polling Location:

Member Kockelman 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. 891, 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 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:

(Set forth each combined polling place explaining which precincts are being served, such as:)

Combined Polling Place: Canby Community Room, 110 Oscar Ave. North, Canby, MN 56220

"This combined polling place serves all territory in Independent School District No.891 located in Florida Township; Hammer Township, Oshkosh Township, Fortier Township, Wergeland Township, Norman Township, Manfred Township, Freeland Township, Alta Vista Township, Marble Township, Omro Township, Burton Township, Hansonville Township, Providence Two Township; the City of Canby; the City of Porter; the City of St. Leo, Yellow Medicine County, Lac Qui Parle County, and Lincoln County, Minnesota."

\*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 2:00 o'clock p.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.

The motion for the adoption of the foregoing resolution was duly seconded by Bueltel and upon vote being taken thereon the following voted in favor thereof: Bueltel, Kockelman, Fairchild, Full and the following voted against the same:

Absent: Chair Thorpe and Vice Chair Leppke

whereupon said resolution was declared duly passed and adopted.

3.3 Kindergarten Teacher: Motion by Kockelman, second Fairchild to approve the hiring of Lisa Vizeckie as a 0.56 FTE elementary teacher contingent on meeting all hiring requirements including a background check and licensure, motion carried 4-0.

### 4.0 Resolution for the Ratification of the 2023-2024, and 2024-2025 Master Agreement between the AFSCME Local Union No. 1686 and School District ISD 891:

The negotiating teams for the school board and the AFSCME Local Union No. 1686 have reached a tentative settlement. Tentative settlements are pending the ratification by the membership of their respective bodies. The AFSCME Union No. 1686 has already ratified the proposed master agreement and now it's pending school board

approval. The negotiations committee for the school board will present the proposed master agreement settlement for ratification

Resolution to ratify the 2023-2024 and 2024-2025 master agreement between the AFSCME Local Union No. 1686 and ISD #891 Board of Education.

The motion to introduce the resolution to ratify the master agreement was introduced by Director Fairchild and duly seconded by Kockelman. The following voted in favor: BuelteI, Kockelman, Fairchild, Full

And the following voted against:

Absent: Chair Thorpe and Vice Chair Leppke

Whereupon said resolution was declared duly passed and adopted.

- 4.1 Resolution for Classified Staff 2023-2024 Wages and Benefits: Motion to approve the resolution was introduced by member Fairchild, and was duly seconded by member Kockelman, the resolution carried 4-0.

## **5.0 Communication**

5.1 MSBA Leadership Conference

5.2 Truth and Taxation Meeting – December 18 at 6:00 pm

5.3 Next Board Meeting – Monday, December 18 at 5:30 pm

## **6.0 Adjournment**

6.1 Adjournment: 6:28 pm Motion to adjourn by Fairchild, second Kockelman, motion carried 6-0

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School Board Clerk

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Date