

1. Regular meeting called to order by Chair. Pledge of Allegiance.
2. Adopt Agenda.
3. Consent Agenda:
 - a. Approve the minutes of the August 20 Regular School Board meeting.
 - b. Approve the September bills.
 - c. Review and accept the September Treasurer's report.
 - d. Enrollment Analysis.
 - e. Personnel.
4. Expenditure / Revenue Fund Summary Report.
5. Acknowledgement of Donations or Contributions.
6. Open Forum.
7. Elementary Principal's report.
8. High School Principal/Activities Director report.
9. Superintendent's Report.
10. Acknowledge Braham "HONORS" Recipients.
11. Student Council Representative's report.
(Luke Bendickson- School Board student representative for the 2018-19 school year.)
12. School Board members' reports/updates.
13. Consider Bids received for lease agreement of school owned property (farm land) for 2019 growing season.
14. Announcement of Truth-in-Taxation Public Hearing.
15. Consider proposed property tax levy for the 2018 Payable 2019.
16. Consider Resolution providing the sale of general obligation taxable OPEB refunding bonds; series 2018B.
17. Consider Resolution providing the sale of general obligation alternative facilities and capital facilities refunding bonds, series 2018A.
18. Consider MOU with BEA for supervision stipend.
19. Consider MOU with SEIU Local 284 Custodians & Groundskeepers.
20. Consider MOU with SEIU Local 284 Secretarial & Paraprofessional.
21. Consider MOU with SEIU Local 284 Food Service.
22. Consider Washington D.C trip request for July 2020.
23. Consider Sonoma CA Super Mileage trip for April 2019.
24. Consider cycle review of district policies for adoption.
25. Reminder of the October 15, 2018 School Board meeting.
26. Adjourn.

1. **Meeting called to order by Chair. Pledge of Allegiance.**

Roll Call.

2. **Adopt agenda.**

3. **Consent Agenda:**

a. Approve the minutes of the August 20th Regular School Board meeting.

Ind. School District No. 314
Isanti, Pine, Chisago & Kanabec Counties
Braham, MN 55006

Regular School Board Meeting
Monday, August 20, 2018
6:30 pm – BAHS Community Room

The regular school board meeting was called to order by Chair Steven Eklund at 6:30 p.m. The Pledge of Allegiance was recited.

Members present: - S. Eklund, M. Thompson, T. Cuda, D. Davis, D. Klemz, A. Flowers, A. Londgren. and Supt. Gagner. No members absent.

Motion by T. Cuda, second by D. Klemz to adopt the agenda as presented.

Motion by A. Flowers second by A. Londgren to approve the minutes of the July 16th regular school board meeting. Approve the August bills \$472,639.26; accept the August Treasurer’s report. The board approved the following: 1) **Wendy Kiewel** as the .1 FTE ELL teacher for 2018-19 school year. Pay will be BA step 1. Start date will be August 27, 2018. 2) **Kim Campbell** for the T/TH ala carte position. 4.5 hrs per day or 9 hrs a week. Pay will be step 1 of the helper/server pay scale, according to the food service workers contract. Her first day will be August 24, 2018. The board approved: 1) **Katie Theis**, music teacher, lane change from BA+30 to BA+45, step 6. Her salary for the 2018-19 school year will be based on BA+45, step 6. The board accepted: 1) **Mary Rubink**, ala carte helper/server resignation effective July 20, 2018. Mary has been with the district since 2014. 2) **Shawna Bobo**, special ed van driver, resignation effective Aug. 8th, 2018. Carried.

Motion by D. Davis second by T. Cuda to acknowledge the August 2018 donations for the purposes requested: \$10,000 from Monsanto for Science Equipment; \$350.00 from Team Foundation for Super Mileage Team Expenses. carried

Open Forum: No comments.

Principal Eklund reviewed his written report. He attended technology workshops at both TIES and Lake ECMECC. Learning new ways to engage students in their love of technology that is both meaningful and purposeful.

Principal/AD Kuhnke reviewed his written report. Fall sports and activities have started which have brought students back to the practice fields, gyms and theatre. Still looking to hire for various coaching/advising positions.

Supt. Gagner reviewed his written report. Irrigation project is complete. Working on submitting the school safety competitive grant application. He attended Grandy Lions, Braham Education Foundation, Nessel & Stanchfield township levy presentations and Braham Chamber & City council meetings during the month.

Supt. Gagner congratulated the following staff, students, and community members for their accomplishments as “Braham HONORS” recipients. They are: BEPO, Steve Beckman, Joel Schleicher, Dave Blomdahl, Dana Hendren, Terry & Patty Lind, James Lind, Jim & Bev Carlson, Don Fiedler, Shaun Fiedler, Aitor Leniz, Jay Sparling, Braham Police Department, Dennis Olson, Sue Pearson, Jodi Splittstoser, Marlys Carlson, Shawn Kuhnke, Mike Thompson, Drew Klemz, Eric Baumgart - Braham Police,

Kevin Stahl - Braham Police, Chris Caulk - Isanti County Sheriff.

No Student Council Report this month.

School board members attended various events and meetings including: Admin. negotiations, working the Pie Day booth, crisis team meeting, safety grant webinar, activities night, reviewed financial statements for board, youth football, levy presentation meetings with Braham City Council & Chamber, Nessel & Stanchfield townships and Senator Koran and Rep. Johnson.

Motion by A. Londgren, second by M. Thompson to approve the 2018-2019 Coaching and Fine Arts Assignments and volunteer workers. Carried.

Motion by D. Klemz, second by T. Cuda to authorize calling for bids for snow plowing for 2018-2019 and 2019-2020 school years.

Motion by A. Londgren, second by A. Flowers to authorize calling bids for lease agreement on school owned property (farmland) for 2019 growing season. Carried.

Motion by M. Thompson, second by A. Londgren to approve ratification of Braham Administration Association contract for 2018-2020. Carried.

Motion by D. Klemz, second by D. Davis to approve policy #101.2 - Memorials; and, #404 - Background Checks. Carried.

Motion by A. Londgren, second by A. Flowers to adopt policies #410 - Family and Medical Leave Policy; #413- School Board Policy Prohibiting Harassment & Violence; #414 Mandated Reporting of child neglect or physical or sexual abuse; #415 Mandated report of maltreatment of vulnerable adults; #514 - Bullying Prohibition Policy; #522 - Student Sex Nondiscrimination; #524 - Internet Use Policy; #616 - School District System Accountability; #902 - Community Use of School Buildings. There are no substantive changes to these policies. Carried.

Motion by M. Thompson, second by T. Cuda to adopt the Expenditure/Revenue Fund Summary Report as an additional budget item for monthly review.

Chair Eklund reminded all present of the Regular School Board meeting to be held on Monday, September 17, 2018 at 6:30 p.m. in B100 - Community Room.

Motion by Darrin Davis, second by Tony Cuda, to adjourn the Regular School Board meeting. Chair Eklund adjourned the meeting at 7:05 pm.

Attest: _____
Allison Londgren, Clerk

Attest: _____
Steven Eklund, Chair

- b. Approve the September bills.
- c. Review and accept the September Treasurer's report.

d. Enrollment Analysis

	Sep
	5
K	54
1	53
2	64
3	68
4	50
5	70
6	55
7	63
8	60
9	49
10	59
11	55
12	52
K - 12	
Sub-Total	752
ECSE	15
TOTAL	
K - 12 plus	
ECSE	767

e. Personnel

RECOMMENDATION:

Angela Kordiak, is being recommended by Principal Eklund, for the ECSE Para position. This is 33.75 hrs. per week. She will be paid at step 1 of the Para contract. Her first day will be Sept. 11, 2018.

Sarah Johnston, is being recommended by Principal/AD Kuhnke for the Knowledge Bowl Advisor. She will be paid at lane 2, step 1 of the C schedule.

RESIGNATION:

Tim Burton, Custodian, has submitted his resignation effective Sept. 7th, 2018. Tim has been with the district since 2013.

LANE CHANGE CORRECTION:

Brea Schminski, will be paid at BA+15, step 5.

LANE CHANGE REQUEST:

Luke Becker, Ind. tech teacher, has submitted a lane change request from BA+15 to BA+30, step 8. Mr. Becker has completed all necessary requirements to qualify for this lane change. His salary for 2018-2019 will be based on BA+30, step 8.

LEAVE REQUEST

Allyssa Mattson, Kindergarten para, has submitted her leave request effective Oct. 29-April 5th. She will return to work on April 8th.

Shandell Harvey, 5th Gr. teacher, is requesting a 12 week maternity leave, starting October 29, 2018 thru January 17, 2019. She will return to work on January 18, 2019.

4. **Expenditure / Revenue Fund Summary Report**

5. **Acknowledgement of Donations or Contributions**

Minnesota Statute 123B.02 permits school boards to "...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof."

Therefore, the Superintendent recommends the following resolution:

"BE IT RESOLVED by the School Board of Independent School District No.314 that the School Board accepts with appreciation the following contributions and permits their use as designated by the donors."

9/4/18	Rush Point Realty	Lunch programs	\$100.00	Overdue lunches
9/4/18	Susan Bradford & Chuck Larson	Elem. Teachers	\$250.00	School supplies
9/5/18	Allina Health, Isanti County Salvation Army, Frandsen Bank, Braham Evangelical Lutheran Church	Braham Schools	School supplies	Students needs
9/5/18	Girl Scout /Brownie Troop #17632	Elem. School	3 full backpacks of supplies	Elem. students needs
9/10/18	Steve Shurts	Golf Team	Golf clubs-\$200 value	Golf Team needs
9/12/18	Cub Foods	Elem. School	School supplies	Students needs

6. **Open Forum.**

7. **Review Elementary Principal's report.**

**Braham Area Elementary
September 2018 Board Report**

1. **We are off to a GREAT start of the year!**

- Thanks to the Braham Fire Dept. for welcoming students to school!

- Thank you to our teachers for making our school such a fun and inviting place for kids.

2. Good News Call Of The Day

- Everyday I make a positive phone call home with a different student to their parents.
- Students get a certificate to take home and one certificate on the wall.
- Students are chosen based on observation and/or teacher recommendation.

3. Bomber PRIDE

- 1st assembly is Friday, Sept. 14th @ 8:10.

4. Safety Drills

- Bus Evacuation is 9/12
- School Evacuation is 9/21

5. Preschool Screening

- Thursday, October 4
-

8. Review High School Principal's report.

**HS Principal
Activities Director
School Board Report
September 17, 2018**

1. Open House was a huge success! We had a great turnout of parents, students and families. We opened it up to all grades and we offered the handout of the chromebooks to students during the same time within their advisory class. 7th grade and new student orientation was held in C100 and was very well attended.
2. The first week of school has started smoothly. Students have had a positive attitude and the staff has done a great job of welcoming them back. The lessons I have seen have been fun and engaging. I have challenged our students to: #1 Work hard in everything they do. #2 Be nice to fellow classmates, teachers and everyone they meet. Kale Van Bruggen, keynote speaker at the Students of Excellence banquet on April 26, 2017 described these two traits as the key to a successful student / school.
3. All fall activities are up and running smoothly.
4. Fall Participation numbers:

Activity	Age	2016	2017	2018
Football	Grades 7 & 8:	30	30	30
	Grades 9 - 12:	39	41	34
Volleyball	Grades 7 & 8:	21	24	29
	Grades 9 - 12:	30	38	27
Cross Country	Grades 7 & 8:	9	6	4
	Grades 9 - 12:	8	13	18
Equestrian	7 - 12:	4	5	2
Fall Musical	7 - 12:	48	55	55
Jazz Band	7 - 12:	15	18	31

5. Homecoming is set for the week of September 23 through September 29.
 1. Dress up days and activities will be similar to what has happened in the past.
 2. Mrs. Johnson and Student Council are already working on the specific plans, including selling homecoming buttons, hiring a DJ, etc.
 3. Similar to last year, our Homecoming Coronation will be held at 2:00 in the afternoon on Sunday, September 23.
 4. We have a home volleyball game on Thursday, September 27 vs. Isle and a home football game on Friday, September 28 vs. Deer River.

6. Fall Musical tryouts have been held, they are now finalizing the cast and crew. They will be performing "The Addams Family" on November 2, 3, 4, 10 and 11.

7. Bus evacuation drills were performed on Wednesday, September 12 and the building evacuation drill will be performed on Friday, September 21.

Respectfully Submitted,
Shawn Kuhnke

9. **Superintendent's report.**

Braham Area Schools #314
Superintendent Report
September 17, 2018

1. The school year is off to a great start! Workshop days were very productive, open house was well attended, and students are quickly adapting to daily routines.

2. MASBO Tax Levy Meeting update (Sept. 11):
 - a. Judy Patzoldt and I attended. A few key dates:
 - i. School Board must certify proposed levy by Sept. 30
 - ii. Public meeting must be held between Nov. 24 - Dec. 28
 - iii. Final levy must be adopted by Dec. 28

3. Grandy Lions meeting highlights:
 - a. Pancake breakfast is set for October 14 at the Grandy Community Center
 - b. Donations impacting ISD #314
 - i. \$1,600 to Braham Covenant in support of the Braham School Backpack Program
 - ii. \$250 to BEPO (Braham Elementary Parent Organization)
 - iii. \$3,300 to Braham Schools to purchase boy's basketball uniforms

4. Braham Chamber update (Sept. 11):
 - Back-to-Business social will be Oct. 9. Work on recruiting new members.
 - Chamber will purchase 100 'Bomber Country' yard signs and sell for \$5.00 each.
 - Homecoming decorating contest being held. Details coming soon.

5. Comparisons from previous last day of school and first day of 2018-2019:

Year	K-12 Enrollment	FTE's Teachers	Bus routes	K-6 avg. class size*	Range	7-12 avg. class size	Range
2015 - 2016	774	62.4	11	18.6	14-22	21.0	7-33 (54 band)
2016 - 2017	719	53.4	11	21.0	18-24	20.1	8-34 (48 band)
2017 - 2018	736	50.3	11	23.3	18-33	20.5	8-36 (58 band)
2018 - 2019	752	49.7	11	23.0	16-35	19.3	5-37 (55 band)

*Average class size does NOT take into account 'specials', i.e. music, PE, Sp. Ed., Tech., etc.

6. ECMECC Operating Committee meeting highlights - August 24, 3018:

- Election of officers:
 - Tim Truebenbach Chair
 - Kathy Belsheim Vice Chair
 - Ken Gagner Supervising Superintendent
- Distance Learning Programs growing - 41 classes offered - over 650 students registered.
- Director evaluation, Governing Board agenda (Sept. 19), ECCO program, and ISTE trip updates were provided.

7. The auditing firm of Burkhardt, Burkhardt, Ltd. was in the district Aug. 27-29. Expect a final report in October or November.

8. Ongoing items:

- a. Work continues in all departments on fulfilling goals outlined in the district's World's Best Workforce plan. We are seeking staff and community members to serve on this committee with a first meeting scheduled for October 10. Those interested in serving should contact the district office.
- b. PLC teams met in August and will meet twice monthly during the school year with the task of meeting WBWF goals.

9. RRSEC Executive Council meeting highlights - August 23 & Sept. 12, 2018:

- Election of officers:
 - Craig Schultz Chair
 - Ken Gagner Vice Chair
- Extensive discussion was held on the safety upgrades which were approved for two of our level four buildings (south and east). Due to a change in MDE requirements there will be a \$25,000 increase for Rum River East.
- The Cooperative is under an MDE review during the 2018-2019 school year.
- Lease levy amounts were shared for FY '18. Braham's amount dropped approximately \$10,000 due to the cooperative billing non member districts for usage - a new practice.
- Negotiations: Acting now as fiscal agent, RRSEC will need a bargaining team for the three groups who will need new contracts in 2019-2021. Preliminary discussions suggested two superintendents, one governing board member, the executive director, and the business manager.

10. Upcoming ISD #314 Operating Levy public presentations schedule:

- a. Information available by appointment or on the school website and FaceBook page:

9/25/18	Grasston Senior Dining / 11:00 a.m. @ Grasston Hope Lutheran
9/27/18	Braham Girl Scouts / 7:00 p.m. @ Braham High School

10/1/18	Elmhurst Commons @ 12:15 p.m.
10/2/18	Braham Senior Dining / 11:00 a.m. @ Park Manor
10/5/18	ISD #314 retired staff / 9:00 a.m. @ B100 Braham High School
10/8/18	Braham Area High School / 6:30 p.m. @ C100
10/16/18	Braham Area High School / 6:30 p.m. @ C100
10/25/18	Rush Point Leisure Club / 12:45 p.m. @ Nessel Township Hall

10. **Acknowledge Braham “HONORS” Recipients.**

8/29	Seth Zeltinger, Jessica Olson, Becky Anderson	Braham Area School District #314 would like to recognize you for bringing your personal touch in serving breakfast on August 28, 2018. Your actions are appreciated and helped us kick of the new school year in style!
8/29	Trevor & Steph White, Mike Thompson, Steve Eklund, Eric Jones, Julia Kuhnke, Maya Londgren, Ella Doble, Tammi Johnson, Sarah Johnston, Braham Volleyball Team, Tracy and Karl Fix, Dayla McDonald, Chris Thielen, Jamie Thielen, Peter Hesselroth	Braham Area School District #314 would like to recognize you for your extra efforts to assist the district in preparing for the start of the 2018-2019 school year. Your willingness to help others is appreciated and serves as a model for us all.
8/29	Judy Patzoldt, Marie Sward, Nichole Nelson	Braham Area School District #314 would like to recognize you for your extra efforts to assist with the recently completed audit. Your attention to detail and prompt responses are critical to the success of this process. Your work is appreciated!
8-31-18	Bryan Johnson	Braham Area School District #314 would like to recognize you for your efforts in planning and securing grant funds to bring the McNasty Brass Band to Braham. Experiences such as these encourage our students to reach higher and contribute to a culture of excellence.
8/31/18	Braham Fire Department	Braham Area School District #314 would like to recognize the Braham Fire Department for your willingness to lend out the picnic tables for use at the 2018 Open House and football tailgating events. Your support allowed us to better showcase our district for the community of Braham. You are appreciated!

9/10	Braham Fire Department	Braham Area School District #314 would like to recognize the Braham Fire Department for making the 1st day of school special by stopping in to give "high 5's" to kids as they got off the bus.
9/10	Dawn Olson (Braham Ford)	Braham Area School District #314 would like to recognize Dawn Olson for the great job she does with bus scheduling prior to the start of the school year. She is a HUGE reason our students arrive at school safely and on time.
9/11	Jennifer Tauer and Cub Foods	Braham Area School District #314 would like to recognize Jennifer Tauer and Cub Foods for donating school supplies to our elementary school. Their giving spirit will help a lot of students throughout the year!

11. **Review Student Council Representative's report.**

**BAHS Student Council
School Board Report
September 2018**

Welcome to the 2018-2019 school year! We are excited for another year. We have a total of 38 members in Student Council. This year's executive council is as follows:

- President:** Dakota Hill and Kate Tomlinson
- Vice President:** Ben Carlson and Amaya Leniz
- Secretary:** Emma Downing and Abby Olson
- Treasurer:** Lilia Anderson and Reed Riesing
- Historian:** Jenna Mankie and Ellerie Shores
- Braham Chamber of Commerce Representative:** Savannah Kunshier
- School Board Representative:** Luke Bendickson

Homecoming 2018: Planning is on the way for Homecoming Week 2018. The week will begin with Coronation on Sunday, September 23rd at 2:00 p.m. and conclude with the dance on Saturday, September 29th from 9:00-Midnight.

Mentor Program: We will once again mentor students in grades 7 and 8. Details are currently being worked on.

WBWF: Dakota Hill and Ben Carlson will serve as our representatives on the World's Best Workforce committee.

Braham Event Center Youth Programming: Savannah Kunshier will serve as our representative to discuss youth programming held at the Braham Event Center.

Recycling and Announcements: We will continue to read announcements and collect recycling on Fridays.

Respectfully submitted by,

Tammi Johnson, Advisor
BAHS Student Council

Note: Future board reports will be submitted by secretaries, Abby Olson and Emma Downing.

12. **School Board members' reports/updates.**

13. **Consider Bids received for lease agreement of school owned property (farm land) for 2019 growing Season.**

Bids were due by MONDAY, September 17, 2018, 10:00 a.m and were opened the same day. The land lease is for the 4.3 acres, located west of the Elementary School.

Name	Bid Amount	Bid Amount/acre
Michael C. Dennis	\$70.00	\$301.00
Only one bid was received.		

14. **Announcement of Truth-in-Taxation Public Hearing.**

Braham ISD #314's Truth in Taxation Public Hearing will be held as a part of the Regular December School Board meeting which is scheduled for Monday, December 17th, 6:30 pm, in the Braham Area High School Community Room.

15. **Consider proposed property tax levy for the 2018 Payable 2019.**

The school district Proposed Property Tax Levy for 2018 Payable 2019 **MUST** be certified by the school board and submitted to the county auditor by September 28, 2018.

The school board is asked to authorize the district to **levy the maximum allowable.** The official paperwork is in the folder for board clerk signature.

Minnesota Department of Education
Levy Limitation and Certification Report
2018 Payable 2019

District Number-Type: 0314-01
District Name: Braham Public School District
Home County: ISANTI

Date Printed: 9/13/18
Limits Updated: 9/13/18
Proposed Submitted: 9/13/18

	LIMIT	PROPOSED
SUBTOTALS BY LEVY CATEGORY		
GENERAL - RMV VOTER - JOBZ EXEMPT	<p>The School Board has voted to certify the MAXIMUM levy authority.</p> <p>After October 1st, the county auditor should consult the Minnesota Department of Education (MDE) website for the district's current levy limitation and use this amount for the Truth in Taxation notices.</p> <p>If there is a change to the district's levy limitation after October 1st, the county will be notified by MDE via email. Before finalizing tax computations for the Truth in Taxation notices, counties should double check the MDE website to be sure no changes have been made to the district's levy limitation that the county is not already aware of through this email process.</p>	
GENERAL - RMV OTHER - JOBZ EXEMPT		
GENERAL - NTC VOTER - JOBZ EXEMPT		
GENERAL - NTC OTHER GENED - EXEMPT		
GENERAL - NTC OTHER - JOBZ EXEMPT		
COMMUNITY SERVICE - NTC OTHER - JOBZ EXEMPT		
GENERAL DEBT - NTC VOTER - JOBZ NONEXEMPT		
GENERAL DEBT - NTC OTHER - JOBZ NONEXEMPT		
OPEB DEBT - NTC VOTER - JOBZ NONEXEMPT		
OPEB DEBT - NTC OTHER - JOBZ NONEXEMPT		
SUBTOTALS BY FUND		
GENERAL FUND		
COMMUNITY SERVICES FUND		
GENERAL DEBT SERVICE FUND		
OPEB/PENSION DEBT SERVICE FUND		
SUBTOTALS BY TAX BASE		
REFERENDUM MARKET VALUE		
NET TAX CAPACITY		
SUBTOTALS BY TRUTH IN TAXATION CATEGORY		
VOTER APPROVED		
OTHER		
TOTAL LEVY		
TOTAL LEVY		

The school district must submit the completed original of this form to the home county auditor by September 30, 2018. A duplicate form must be submitted to Minnesota Department of Education, School Finance Division, 1500 Highway 36 West, Roseville, MN 55113, by October 7, 2018.

The certified levy listed above is the levy voted by the school board for taxes payable in 2019.

Signature of School Board Clerk _____

Date of Certification _____

16. **Consider Resolution providing the sale of general obligation taxable OPEB refunding bonds; series 2018B.** *Report from Ehlers; Greg Crowe & Barbie Doyle & handouts.*

RESOLUTION PROVIDING FOR THE SALE OF GENERAL OBLIGATION ALTERNATIVE FACILITIES AND CAPITAL FACILITIES REFUNDING BONDS, SERIES 2018A; AND COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THESE BONDS.

**EXTRACT OF MINUTES OF A MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 314 (BRAHAM)
STATE OF MINNESOTA**

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 314 (Braham), Minnesota, was duly held on September 17, 2018 at 6:30 PM.

MEMBERS PRESENT:

MEMBERS ABSENT:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION PROVIDING FOR THE SALE OF GENERAL OBLIGATION ALTERNATIVE FACILITIES AND CAPITAL FACILITIES REFUNDING BONDS, SERIES 2018A; AND COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THESE BONDS

BE IT RESOLVED by the School Board of Independent School District No. 314 (Braham), Minnesota, as follows:

- 1. Bond Authorization.** The School Board has determined that it is necessary and expedient to issue \$2,725,000 General Obligation Alternative Facilities and Capital Facilities Refunding Bonds, Series 2018A.
- 2. Sale.** The District has retained Ehlers & Associates, Inc. (Ehlers) in Roseville, Minnesota, as its independent municipal advisor for the Bonds. Ehlers is authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9). If the issuance of the Bonds is approved, the School Board shall meet at the time and place specified in the Official Statement to receive and consider proposals for the purchase of the Bonds.
- 3. Official Statement; Negotiation of Sale.** Ehlers is authorized to prepare and distribute an Official Statement and to open, read and tabulate the proposals for presentation to the Board.
- 4. Minnesota School District Credit Enhancement Program.** (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provision of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

The motion for 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 the resolution was declared duly passed and adopted.

-
-
17. **Consider Resolution providing the sale of general obligation alternative facilities and capital facilities refunding bonds, series 2018A.** *Report from Ehlers; Greg Crowe & Barbie Doyle & handouts.*

RESOLUTION PROVIDING FOR THE SALE OF GENERAL OBLIGATION TAXABLE OPEB REFUNDING BONDS, SERIES 2018B; AND COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THESE BONDS

**EXTRACT OF MINUTES OF A MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 314 (BRAHAM)
STATE OF MINNESOTA**

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 314 (Braham), Minnesota, was duly held on September 17, 2018 at 6:30 PM.

MEMBERS PRESENT:

MEMBERS ABSENT:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION PROVIDING FOR THE SALE OF GENERAL OBLIGATION TAXABLE OPEB REFUNDING BONDS, SERIES 2018B; AND COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THESE BONDS

BE IT RESOLVED by the School Board of Independent School District No. 314 (Braham), Minnesota, as follows:

1. Bond Authorization. The School Board has determined that it is necessary and expedient to issue \$790,000 General Obligation Taxable OPEB Refunding Bonds, Series 2018B.

2. Sale. The District has retained Ehlers & Associates, Inc. (Ehlers) in Roseville, Minnesota, as its independent municipal advisor for the Bonds. Ehlers is authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9). If the issuance of the Bonds is approved, the School Board shall meet at the time and place specified in the Official Statement to receive and consider proposals for the purchase of the Bonds.

3. Official Statement; Negotiation of Sale. Ehlers is authorized to prepare and distribute an Official Statement and to open, read and tabulate the proposals for presentation to the Board.

4. Minnesota School District Credit Enhancement Program. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provision of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

The motion for 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 the resolution was declared duly passed and adopted.

_____, _____, _____

18. **Consider MOU with BEA for supervision stipend.**

Consider approval of a Memorandum of Understanding (MOU) with BEA pertaining to the supervision stipend.
A copy of the MOU is in the board addendums for further review.

_____, _____, _____

19. **Consider MOU with SEIU Local 284 Custodians & Groundskeepers.**

Consider approval of Memorandum of Understanding (MOU) with SEIU Custodians & Groundskeepers pertaining to fringe benefit language.
A copy of the MOU is in the board addendums for further review.

_____, _____, _____

20. **Consider MOU with SEIU Local 284 Secretarial & Paraprofessional.**

Consider approval of Memorandum of Understanding (MOU) with SEIU Secretarial & Paraprofessional pertaining to fringe benefit language.
A copy of the MOU is in the board addendums for further review.

_____, _____, _____

21. **Consider MOU with SEIU Local 284 Food Service.**

Consider approval of Memorandum of Understanding (MOU) with SEIU Food Service pertaining to fringe benefit language. *A copy of the MOU is in the board addendums for further review.*

_____, _____, _____

22. **Consider Washington D.C. trip request for 2018.**

Tammi Johnson, Dean of Students, is requesting approval to organize a 4-day trip to Washington D.C. for 5-8th graders in July of 2020, *per policy #610*. If the board approves she would move forward and see if there is interest.

_____, _____, _____

23. **Consider Sonoma CA Super Mileage trip for April 2019.**

Luke Becker, Super Mileage Advisor, is requesting approval to attend Shell Eco Marathon in Sonoma CA with the Super Mileage team in April 2019, *per policy #610*.

_____, _____, _____

24. **Consider cycle review of district policies for adoption.**

The following policies are up for cycle review: #302 - Superintendent; #303 - Superintendent Selection; #304 Superintendent Contract, Duties, and Evaluation #305 - Policy Implementation.

Braham Area Public Schools

Ind. School Dist. #314

Braham, MN 55006

Adopted: March 17, 1997

Revised: August 22, 2016; **September 17, 2018**

#302 - SUPERINTENDENT

I. PURPOSE

The purpose of this policy is to recognize the importance of the role of the superintendent and the overall responsibility of that position within the school district.

II. GENERAL STATEMENT OF POLICY

The school board shall employ a superintendent who shall serve as an ex officio, non-voting member of the school board and as chief executive officer of the school system.

III. GENERAL RESPONSIBILITIES

- A. The superintendent is responsible for the management of the schools, the administration of all school district policies, and is directly accountable to the school board.
- B. The superintendent shall annually evaluate each principal assigned responsibility for supervising a school building in the district.
- C. The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.

- D. Where responsibilities are not specifically prescribed, nor school board policy applicable, the superintendent shall use personal and professional judgment, subject to review by the school board.

Legal References: Minn. Stat. § 123B.143 (Superintendent)

Cross References: MSBA/MASA Model Policy 202 (School Board Officers)
MSBA/MASA Model Policy 208 (Development, Adoption, and Implementation of Policies)
MSBA/MASA Model Policy 214 (Out-of-State Travel by School Board Members)
MSBA/MASA Model Policy 301 (School District Administration)
MSBA/MASA Model Policy 303 (Superintendent Selection)
MSBA/MASA Model Policy 304 (Superintendent Contract, Duties, and Evaluation)
MSBA/MASA Model Policy 305 (Policy Implementation)
MSBA/MASA Model Policy 306 (Administrator Code of Ethics)
MSBA/MASA Model Policy 412 (Expense Reimbursement)
MSBA/MASA Model Policy 510 (School Activities)
MSBA/MASA Model Policy 511 (Student Fundraising)
MSBA/MASA Model Policy 513 (Student Promotion, Retention, and Program Design)
MSBA/MASA Model Policy 602 (Organization of School Calendar and School Day)
MSBA/MASA Model Policy 605 (Alternative Programs)
MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)
MSBA/MASA Model Policy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)
MSBA/MASA Model Policy 802 (Disposition of Obsolete Equipment and Material)
MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites)
MSBA/MASA Model Policy 905 (Advertising)
MSBA/MASA Model Policy 906 (Community Notification of Predatory Offenders)
MSBA/MASA Model Policy 907 (Rewards)
MSBA Service Manual, Chapter 3, Superintendent of Schools

Braham Area Public Schools

Ind. School Dist. #314

Braham, MN 55006

Adopted: January 9, 1997

Revised: August 22, 2016; **September 17, 2018**

#303 - SUPERINTENDENT SELECTION

I. PURPOSE

The purpose of this policy is to convey to the school community that the authority to select and employ a superintendent is vested in the school board.

II. GENERAL STATEMENT OF POLICY

The school board shall employ a superintendent to serve as the chief executive officer of the school ~~board~~ **district** and to conduct the daily operations of the school district.

III. QUALIFICATIONS

- A. The school board shall consider applicants who meet or exceed the licensing standards set by the

Minnesota Board of School Administrators and qualifications established in the job description for the superintendent position. State and federal equal employment and nondiscrimination requirements shall be observed throughout the recruitment and selection process.

- B. The school board will consider professional preparation, experience, skill and demonstrated competence of qualified applicants in making a final decision.

IV. SELECTION

- A. A process for recruitment, screening, and interviewing of candidates shall be developed by the school board.
- B. The school board may contract for assistance in the search for a superintendent.
- C. The school board shall provide the contract for the superintendent and specifically identify all conditions of employment mutually agreed upon with the superintendent. In so doing, the school board shall observe all requirements of state and federal law and school board policy.

Legal References: Minn. Stat. § 123B.143 (Superintendent)

Minn. Rules, Chapter 3512

Cross References: MSBA Service Manual, Chapter 3, Superintendent of Schools

Braham Area Public Schools

Ind. School District #314

Braham, MN 55006

Adopted: January 9, 1997

Reviewed: August 22, 2016; **September 17, 2018**

#304 - SUPERINTENDENT CONTRACT, DUTIES, AND EVALUATION

I. PURPOSE

The purpose of this policy is to provide for the use of an employment contract with the superintendent, a position description and the use of an approved instrument to evaluate performance.

II. GENERAL STATEMENT OF POLICY

- A. The superintendent’s contract shall be used to formalize the employment relationship and to specifically identify and clarify all conditions of employment with the superintendent.
- B. The specific duties for which the superintendent is accountable shall be set forth in a position description for the superintendent and shall be measured by a performance appraisal instrument approved by the school board in consultation with the superintendent. The school board shall use this instrument to periodically evaluate the performance of the superintendent.
- C. The school board may use the model contract approved by the boards of the Minnesota School Boards Association and the Minnesota Association of School Administrators as a model instrument.

Legal References: Minn. Stat. § 123B.143 (Superintendent)

Cross References: MSBA Service Manual, Chapter 3, Superintendent of Schools (See Model Contract, Sample Performance Appraisals, and Model Job Description)

Braham Area Public Schools

Ind. School Dist. #314

Braham, MN 55006

Adopted: September 22, 1980

Reviewed and Accepted by Policy Review Committee: January 9, 1997

Revised: August 22, 2016; **September 17, 2018**

#305 - POLICY IMPLEMENTATION

I. PURPOSE

The purpose of this policy is to clarify the responsibility of the school administration for implementation of school board policy.

II. GENERAL STATEMENT OF POLICY

- A. It shall be the responsibility of the superintendent to implement school board policy and to recommend additions or modifications thereto. The administration is authorized to develop guidelines and directives to effectuate the implementation of school board policies. These guidelines and directives shall not be inconsistent with said policies. At least annually, these written procedures shall be presented to the school board for review.
- B. Employee and student handbooks shall be subject to annual review and approval by the school board.
- C. School principals and other administrators who have handbook responsibilities shall present recommended changes necessary to reflect new or modified policies. Changes of substance within handbooks shall be reviewed by the superintendent to assure compliance with school board policy and shall be approved by the school board.

Legal References: Minn. Stat. § 123B.143 (Superintendent)

Cross References: MSBA/MASA Model Policy 208 (Development, Adoption, and Implementation of Policies)

25. Reminder of the October Regular school board meeting.

The October Regular School Board meeting is set for Monday, October 15, 2018, at 6:30 pm, in B100 – Community Room.

26. Adjourn.

Time: