

INDEPENDENT SCHOOL DISTRICT 195
Randolph, Minnesota 55065

REGULAR SCHOOL BOARD MEETING

July 15, 2024

- 1) The Randolph School Board met in regular session on Monday, July 15, 2024, at 7:00 p.m. in the air conditioned Science Room. Gary Moorhouse called the meeting to order. Directors present: Gary Moorhouse, Jason Podritz, Leah Radman, Regina Wernimont, Heather Siebenaler, Cory Lorenzen and Michael Kelley, Superintendent. Administrators present: Ben Fisher, Mike Schmidt and Patty Riemenschneider. Staff member present: Kathy Stauffer. Guest: Bianca Caputo, from the Cannon Falls Beacon.
- 2) A motion to approve the agenda with the addition of three new hires, was made by Jason Podritz, seconded by Leah Radman. All members voting in favor.
- 3) A motion was made by Cory Lorenzen, seconded by Leah Radman to approve the following consent agenda items:
 - 3.1) Minutes of the Regular School Board meeting held June 17, 2024, as presented.
 - 3.2) June 2024, financial reports.All members voting in favor.
- 4) Member, Jason Podritz, introduced the following resolution and moved its adoption:

RESOLUTION FOR ACCEPTANCE OF DONATIONS

WHEREAS the following have been generously donated:

- Miesville Lions Club – \$1,500.00 – Football Team

The motion for the adoption of the foregoing resolution was duly seconded by member, Regina Wernimont.

THEREFORE, BE IT RESOLVED by the Randolph School Board to gratefully accept these gifts.

Upon vote being taken thereon, the following voted in favor thereof: Jason Podritz, Leah Radman, Cory Lorenzen, Regina Wernimont, Heather Siebenaler, Gary Moorhouse

and the following voted against the same: None

whereupon said resolution was declared and duly passed and adopted.

- 5) The Board discussed the following school board reorganization items for 2023-2024:
- 5.1) School Board Officer Salaries remain as the current salary of \$180.00 per year
 - 5.2) School Board Director Salaries remain as the current salary of \$100.0 per meeting
 - 5.3) Regular School Board Meetings remain the 3rd Monday of each month at 7:00 p.m. in Conference Room 1 or announced meeting room. There are three Monday holiday conflicts in January, February and April of 2025, so those meetings will be held on the third Tuesday of the month.
 - 5.4) School District Legal Counsel remains as the current –
 - a) Laura Booth from Ratwik, Roszak and Maloney, P.A.
 - b) Negotiations and Personnel – Knutson, Flynn, Olson and Deans
 - 5.6) School District Official Newspaper remains as current with the Cannon Falls Beacon.
 - 5.7) School District Official Bank Depository remains as current with Merchants Bank of Cannon Falls.
 - 5.8) Financial Investments remain as current with Merchants Bank and ICS Service.
 - 5.9) Use of Facsimile Signature remains as current. Annual approval is needed for using facsimile signatures on checks.
 - 5.10) Compliance Statement Adoption remains as current. This Compliance Statement is needed to fulfill many mandated reports.

A motion to retain these School Board Reorganization items as established was made by Regina Wernimont, seconded by Leah Radman. All members voting in favor.

- 6) The board discussed the following fiscal management items:
- 6.1) Substitute teacher pay to remain as current \$176.00 per day
 - 6.2) Mileage Reimbursement to continue at the federal mileage rate for district paid mileage. A motion to approve was made by Jason Podritz, seconded by Heather Siebenaler. All members voting in favor.
- 7) Ben Fisher, High School Principal/Special Education Director, presented the Master Schedule for 2024-2025.
- 8) Mike Schmidt, Assistant HS Principal/Athletic Director, reported registration is open for the 2024-2025 activities, Booster Club Golf Tournament is rescheduled for August 5.

- 9) Patty Riemenschneider, Business Manager, reported on the 2023-2024 Transportation Repair log expenses were up with a total of \$53,512.42 – last year’s total was \$33,253.22; School Store profits for 2023-2024 were \$1,745.78; annual school audit will be held week of July 29th.

Randolph School is one of the 380 recipients of the 2024 Minnesota Department of Education School Finance Awards for 2023 Financial Reporting. (There were 574 eligible reporting entities). There is no application process for the award. Eligibility is based on timely submissions of financial data and compliance with Minnesota Statutes. Click on the link below for the complete list of all the school district recipients:

2023%20School%20Finance%20Award%20Recipients.pdf

This is the last year MDE will be recognizing the School Finance Award Recipients.

- 10) Michael Kelley, Superintendent, reported he attended the July 10 Randolph City Council Meeting to obtain the school house building permit for 2024-2025; Digital Yearbooks are on our school website – this gets updated every 5 years; road construction update; purchased a 12 foot trailer to pull behind our buses or school vans – the School Board asked to have a school decal on it; plans for the 2024-2025 school house include: 2,064 square feet, 3 (up to 5) bedrooms, 2 ½ bathrooms; Lori Underdahl will be giving a “Two Bite Club” Presentation at the State Conference on August 4th; 6 new tables will be purchased for the Commons and we will be eliminating the blue chairs that mark up the floors. Reminder... this is a School Board Election Year on November 5, 2024. Gary Moorhouse, Jason Podritz and Heather Siebenaler’s terms will be expiring in January. Election filing dates are July 30 – August 13, 2024.

- 11) Member, Regina Wernimont, introduced the following resolution and moved 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. 195, State of Minnesota as follows:

1. It is necessary for the school district to hold its general election for the purpose of electing three 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 eighty-four (84) 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. 195

Randolph Public Schools

November 5, 2024

Instructions to Voters:

To vote, completely fill in the oval(s) next to your choice(s) like .

**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 adoption of the foregoing resolution was duly seconded by Member, Heather Siebenaler, and upon vote being taken thereon, the following voted in favor thereof:

Jason Podritz, Leah Radman, Cory Lorenzen, Regina Wernimont, Heather Siebenaler, Gary Moorhouse

and the following voted against the same:

None

Whereupon said resolution was declared and duly passed and adopted.

- 12) A motion was made by Regina Wernimont, seconded by Jason Podritz to approve Barret Freeland's resignation from his Assistant Football Coaching position. All members voting in favor.
- 13) A motion was made by Cory Lorenzen, seconded by Leah Radman to approve the contract change for Carlton Lindow, from Jr. High Football Coach to Assistant Football Coach. All members voting in favor.
- 14) A motion was made by Jason Podritz, seconded by Heather Siebenaler to approve the fall coaching volunteers for 2024-2025:
- Rick Olson – Volunteer Football Coach
 - Jared Rowan – Volunteer Football Coach
 - Kaven Blonigan – Volunteer Football Coach
 - Tim Torstenson – Volunteer Volleyball Coach
 - Joel Leer – Volunteer Cross Country Coach

All members voting in favor.

- 15) A motion was made by Regina Wernimont, seconded by Jason Podritz to approve hiring Emily Werner for the Business Teacher position for 2024-2025. All members voting in favor.
- 16) A motion was made by Leah Radman, seconded by Heather Siebenaler to approve hiring Susie Lau for the Early Childhood Parent Educator position for 2024-2025. All members voting in favor.
- 17) A motion was made by Jason Podritz, seconded by Regina Wernimont to approve hiring Tim Bowes for the High School Flex Teacher position for 2024-2025. All members voting in favor.
- 18) A motion was made by Regina Wernimont, seconded by Cory Lorenzen to approve hiring Ashley Winzig for a Paraprofessional position for 2024-2025. All members voting in favor.
- 19) A motion was made by Jason Podritz, seconded by Leah Radman to approve hiring Renae Schuster for a Paraprofessional position for 2024-2025. All members voting in favor.
- 20) 2024 Minnesota Legislative Changes affected several policy revisions. A motion was made by Regina Wernimont, seconded by Heather Siebenaler to approve the revisions to the following policies:
- 418 – Drug-Free Workplace/Drug-Free School
 - 419 - Tobacco-Free Environment
 - 425 – Staff Development and Mentoring
 - 509 - Enrollment of Nonresident Students
 - 513 - Student Promotion, Retention, and Program Design

- 515 - Protection and Privacy of Pupil Records
- 532 - Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds
- 601 - School District Curriculum and Instruction Goals
- 603 - Curriculum Development
- 613 - Graduation Requirements
- 616 - School District System Accountability
- 624 - Online Instruction
- 709 - Student Transportation Safety

All members voting in favor.

- 21) A motion was made by Regina Wernimont, seconded by Jason Podritz to adjourn. All members voting in favor.

Clerk: Cory Lorenzen

