<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Call Meeting to Order</td>
<td>2</td>
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<td>II. Pledge of Allegiance</td>
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<td>III. Roll Call</td>
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<td>IV. Adoption of Agenda</td>
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<td>V. Oath of office to new board member</td>
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<td>VI. Communications/Recognition</td>
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<td>9</td>
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<td>10</td>
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<td>10</td>
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<td>B. Summer School Presentation</td>
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<td>17</td>
</tr>
<tr>
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<td>19</td>
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<tr>
<td>A. Donations</td>
<td>19</td>
</tr>
<tr>
<td>B. World’s Best Workforce</td>
<td>21</td>
</tr>
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<td>C. Integration Plan</td>
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<td>E. School Closing Message</td>
<td>26</td>
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<td>29</td>
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<td>G. Date for Organizational Meeting in January</td>
<td>30</td>
</tr>
<tr>
<td>XIII. Adjournment</td>
<td>31</td>
</tr>
</tbody>
</table>
Agenda Item I: Call Meeting to Order
Commentary by Pat Heller

Background:

The Board Chair will call the meeting to order.

Administration Recommendation:
Board Action not required.
Agenda Item II: Pledge of Allegiance
Commentary by Pat Heller

Background:

The Board Chair will call the Pledge of Allegiance.

Administration Recommendation:
Board Action not required.
Agenda Item III: Roll Call
Commentary by Pat Heller

Background:
The Board Chair will take roll call. A quorum must be established in order for the meeting to proceed.

Board Members:
- Pat Heller, Board Chair
- Becky Feldewerd, Clerk/Vice Chair
- Kris Winter, Treasurer
- Randy Dufner, Director
- Mark Heidgerken, Director
- Lee Uphoff, Director
- Kyle Klasen, Director

Administration Recommendation:
Board Action not required.
Agenda Item IV: Approve the Agenda
Commentary by Pat Heller

Background:

Once quorum has been established the Board Chair will request approval of the meeting agenda.

Administration Recommendation:
To approve the meeting agenda.

Motion to approve the meeting agenda made by: ______________________ Seconded by:
_____________________ Action: ______________________
Agenda Item V: Oath of Office to new board member.
Commentary by: Pat Heller

Background:
Chair Heller will administer the Oath of Office to Kyle Klasen

Administration Recommendation:
Board Action not required.
Agenda Item VI: Communications/Recognition - A: Open Forum Report
Commentary by:

Background:

Open Forum Report

Administration Recommendation:
Board Action not required.
Agenda Item VII: Board Committees
Commentary by: Committee Members

Background:

A. Health & Safety: Pat Heller, Randy Dufner
B. Community Ed. Advisory: Pat Heller, Mark Heidgerken
C. Labor Management Committee: Pat Heller
D. Wellness: Pat Heller, Becky Feldewerd
E. WCED: Kris Winter
F. Technology: Lee Uphoff, Becky Feldewerd
G. Staff Development: Lee Uphoff

Administration Recommendation:

Board Action not required.
Agenda Item VIII: Administrative Reports
Commentary by: Administration

Background:

Administration will provide an update to the School Board.
Chad Doetkott, High School Principal
Robert Anderson, Middle School Principal
Jim Conrad, Elementary Principal
Greg Winter, Superintendent

Administration Recommendation:
Board Action not required.
Agenda Item IX: Non Action Item A: Presentation of the audit by a representative from Clifton Larson Allen.
Commentary by: Gregory A. Winter

Background:
A presentation will be given on this year’s audit. The School Board will have one month to request revisions before acting on the acceptance of the audit at the December meeting.

Administration Recommendation:
Board Action not required.
Agenda Item IX: Non Action Item B: Presentation of the summer school program.
Commentary by: Gregory A. Winter

Background:
Ms. Barutt and Ms. Wiechmann will give a short presentation on the summer school program held this past summer.

Administration Recommendation:
Board Action not required.
Agenda Item X: Consent Agenda
Commentary by: Pat Heller

Background:

A. October 23, 2017 Regular School Board Minutes
B. November 14, 2017 Special School Board Minutes
C. Bills & Wire Transfers
   a. A copy of the Bills and Wire Transfers have been available for your review
D. Personnel Action
   a. A summary of personnel actions for this month is attached, including hires, retirements, leave of absences, change in assignments, additional assignments, resignations and terminations.
   b. Coaches are present for any questions in regard to additional coaching staff requested.

Any items Board members wish to have considered as separate action?

Board approval of Consent Agenda is needed.

Administration Recommendation:
To approve the Consent agenda.

Motion to approve Consent agenda made by: ________________ Seconded by: 
__________________ Action __________________________
Chair Heller called the meeting to order at 7:02 pm. The Pledge of Allegiance was recited. The following members were present: Mr. Heller, Mrs. Feldewerd, Mrs. Winter, Mr. Dufner, Mr. Heidgerken, & Mrs. Uphoff. Also present was: Mr. Winter, Mr. Conrad, Mr. Doetkott, & Mr. Anderson.

Mrs. Winter moved, with a second by Mrs. Uphoff, to approve the agenda. The Motion was unanimously carried.

Nothing to report on Open Forum.

Administrative & Board reports were given. No action taken.

Mr. Winter & the Board had a discussion on factors involved in closing of school. No action taken.

Mr. Dufner moved, with a second by Mrs. Winter, to approve the following consent agenda:

- September 25, 2017 Regular School Board Minutes
- Bills & Wire Transfers in the amount of $1,571,073.92
- New Hire – Kailee Brand – Volunteer Cheer Coach – Effective 9-26-17
- New Hire - Laura Nathe – After school media para – Effective 9-26-17
- New Hire - Sharon Uphoff – 3 ½ Paraprofessional – Effective 10-9-17
- New Hire - Karen Jo Meyer – Increase 1 hour and 5 min on Para schedule – Effective 10-17-17
- Change of Assignment – Bobbi Zirbes – Lead Cook Position – Effective - 10-2-17
- Change of Assignment - Radi Wenker – Head Dish Room Staff – Effective 10-6-17
- Change of Assignment - LuAnn Kalthoff – Cashier Position – Effective 10-6-17
- Change of Assignment – Jan Haskmap – Cashier Position – Effective 10-6-17
- Change of Assignment – Sharon Uphoff – Increase Para time by 1 hour & 25 minutes – Effective 10-10-17
- Change of Assignment - Diane Olmscheid – Para – Effective 10-23-17
- Leave Request – Scott Brever – Paternity Leave – Effective – Dates as Submitted

The Motion was unanimously carried.
Mrs. Feldewerd moved, with a second by Mr. Heidgerken, to approve the treasurer’s report as presented. The Motion was unanimously carried.

Mrs. Winter moved, with a second by Mrs. Uphoff, to approve the following donation:

➢ Freeport State Bank - $600.00 for Speech Trophies on 8-28-17

By a roll call vote being taken the following voted in favor thereof:

Mr. Heller, Mrs. Winter, Mr. Dufner, Mrs. Feldewerd, Mr. Heidgerken, & Mr. Uphoff

Those voting against the same: None

Whereupon said resolution was declared duly passed and adopted.

Mrs. Uphoff moved, with a second by Mrs. Feldewerd to approve the Resolution Authorizing Issuance of Individual Procurement Cards. The Motion was unanimously carried.

Mr. Dufner moved, with a second by Mrs. Winter, to adjourn the meeting at 7:47 pm. The Motion was unanimously carried.

________________________________________
Becky Felderwerd, Clerk
Chair Heller called the meeting to order at 7:02 am. The Pledge of Allegiance was recited. The following members were present: Mr. Heller, Mrs. Feldewerd, Mrs. Winter, Mr. Heidgerken, & Mrs. Uphoff. Mr. Dufner was absent. Also present was: Mr. Winter & Mr. Klasen.

Mrs. Winter moved, with a second by Mr. Heidgerken, to approve the agenda. The Motion was unanimously carried.

Mrs. Uphoff moved, with a second by Mrs. Winter to approve the Resolution Canvassing Returns of Votes of School District Special Election to fill a vacated board seat. Kyle Klasen having received the highest number of votes, is elected to fill the vacancy in term expiring the first Monday in January 2019. Upon a roll call vote those voting in favor: Mr. Heller, Mrs. Feldewerd, Mrs. Winter, Mr. Heidgerken, & Mrs. Uphoff. Mr. Dufner was absent. Those voting against: None. Whereupon said resolution is declared duly passed and adopted.

Mrs. Feldewerd moved, with a second by Mr. Heidgerken, to approve the Resolution Canvassing Results of Election on Operating Referendum. Six Hundred Twenty (620) voted in favor, Five Hundred Seventy (570) voted against the same. Upon a roll call vote those voting in favor: Mr. Heller, Mrs. Feldewerd, Mrs. Winter, Mr. Heidgerken, & Mrs. Uphoff. Mr. Dufner was absent. Those voting against: None. Whereupon said resolution is declared duly passed and adopted.

Mr. Heidgerken moved, with a second by Mrs. Winter, to adjourn the meeting at 7:06 am.

Becky Feldewerd, Clerk
## Personnel Action

### NEW HIRES

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Building</th>
<th>Status</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eduardo Rangel</td>
<td>Custodian</td>
<td>District Wide</td>
<td>Part time</td>
<td>11/6/2017</td>
</tr>
<tr>
<td>Mary Niehaus</td>
<td>Para - 7.08 hours</td>
<td>Elementary</td>
<td>Part time</td>
<td>11/17/2017</td>
</tr>
<tr>
<td>Jordan Welie</td>
<td>7/8 Girls BB coach</td>
<td>District Wide</td>
<td>Part time</td>
<td>1/2/2018</td>
</tr>
</tbody>
</table>

### RESIGNATIONS/TERMINATION/RETIREMENT

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Building</th>
<th>Status</th>
<th>Effective</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeff Birch</td>
<td>Teacher</td>
<td>Elementary</td>
<td>Part time</td>
<td>11/2/2017</td>
<td>Retirement</td>
</tr>
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</table>

### CHANGE OF ASSIGNMENTS/LANE CHANGES

<table>
<thead>
<tr>
<th>Name</th>
<th>From Building to New Building</th>
<th>Building</th>
<th>Status</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lisa Wiechmann</td>
<td>Move from Elem dish room to High School</td>
<td>High School</td>
<td>Part time</td>
<td>11/1/2017</td>
</tr>
<tr>
<td>Gayle King</td>
<td>2 Dishroom Asst.</td>
<td>Elementary</td>
<td>Part time</td>
<td>11/1/2017</td>
</tr>
<tr>
<td>Ryan Moscho</td>
<td>BA+15 to MA</td>
<td>Elementary</td>
<td>Full time</td>
<td>7/1/2017</td>
</tr>
<tr>
<td>Carolyn Moscho</td>
<td>BA+15 to MA</td>
<td>Elementary</td>
<td>Full time</td>
<td>7/1/2017</td>
</tr>
<tr>
<td>Nathan Meyer</td>
<td>BA+30 to BA+45</td>
<td>Middle School</td>
<td>Full time</td>
<td>7/1/2017</td>
</tr>
<tr>
<td>Josh Meyer</td>
<td>BA+15 to BA+30</td>
<td>Elementary</td>
<td>Full time</td>
<td>7/1/2017</td>
</tr>
<tr>
<td>Caitlin Mayo</td>
<td>BA+15 to MA</td>
<td>Middle School</td>
<td>Full time</td>
<td>7/1/2017</td>
</tr>
<tr>
<td>McKenzie Brinkman</td>
<td>BA to BA+15</td>
<td>Elementary</td>
<td>Full time</td>
<td>7/1/2017</td>
</tr>
<tr>
<td>Steph Selto</td>
<td>MA to MA+15</td>
<td>Elementary</td>
<td>Full time</td>
<td>7/1/2017</td>
</tr>
<tr>
<td>Nick Sunderman</td>
<td>MA+30 to MA+45</td>
<td>Elementary</td>
<td>Full time</td>
<td>7/1/2017</td>
</tr>
<tr>
<td>Steven Waddell</td>
<td>MA+15 to MA+30</td>
<td>High School</td>
<td>Full time</td>
<td>7/1/2017</td>
</tr>
<tr>
<td>Brandon Welie</td>
<td>MA+15 to MA+30</td>
<td>High School</td>
<td>Full time</td>
<td>7/1/2017</td>
</tr>
<tr>
<td>Alan Walz</td>
<td>MA to MA+15</td>
<td>Middle School</td>
<td>Full time</td>
<td>7/1/2017</td>
</tr>
<tr>
<td>Tara Prout</td>
<td>MA to MA+15</td>
<td>Elementary</td>
<td>Full time</td>
<td>7/1/2017</td>
</tr>
<tr>
<td>Tracy Borscht</td>
<td>BA to BA+15</td>
<td>Elementary</td>
<td>Full time</td>
<td>7/1/2017</td>
</tr>
<tr>
<td>Mogan Brown</td>
<td>MA+15 to MA+30</td>
<td>Elementary</td>
<td>Full time</td>
<td>7/1/2017</td>
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### LEAVE REQUESTS

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Building</th>
<th>Status</th>
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<th>Reason</th>
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<tbody>
<tr>
<td>Antra Beste</td>
<td>Teacher</td>
<td>High School</td>
<td>Full time</td>
<td>2/27/2018</td>
<td>Maternity</td>
</tr>
<tr>
<td>Carrie Schulzetenberg</td>
<td>Teacher</td>
<td>Elementary</td>
<td>Full time</td>
<td>5/2/2018</td>
<td>Maternity</td>
</tr>
</tbody>
</table>
Agenda Item XI: Treasurer’s Report
Commentary by: Greg Winter, Erin Noska

Background:
Mr. Winter and Ms. Noska will give recommendation for treasurer’s report subject to audit. The Board Treasurer and Finance Officer meet once a month to review the previous month’s financial activity. Reports that are reviewed are the treasurer’s report, payment registers, and employee receipts.

Administration Recommendation:
To approve the treasurer’s report subject to audit.

Motion to approve Treasurer’s made by: _______________________ Seconded by: _______________________
_______________________ Action: _______________________

Revenue/Expenditure Document is in School Board Folder

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>DATE</th>
<th>STARTING CHECK #</th>
<th>ENDING CHECK #</th>
<th>AMOUNT</th>
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<tr>
<td>Payroll Check</td>
<td>S201809</td>
<td>11/3/2017</td>
<td>140923</td>
<td>$18,807.89</td>
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<td>ACH Deposit</td>
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<td>Payroll Check</td>
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<td>Description</td>
<td>Date</td>
<td>Batch Numbers</td>
<td>Amount</td>
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<td>ACH Deposit</td>
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<td>Payroll Check</td>
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<td>Fed Tax/FICA/State Tax/PERA/TRA Wire</td>
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<td>$148,800.65</td>
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<td>OCT 17 WIRE PAYMENTS-END OF MONTH</td>
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<td>Batch 10/27/2017</td>
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<td>55620 55659</td>
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<td>Batch 11/3/2017</td>
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<td>55660 55704</td>
<td>$54,168.66</td>
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<td>Batch 11/10/2017</td>
<td></td>
<td>55705 55806</td>
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<td>Batch 11/17/2017</td>
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<td>55807 55864</td>
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<td>Batch 11/22/2017</td>
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<td>55865 55906</td>
<td>$30,290.69</td>
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<td>NOV '17 WIRE PAYMENTS-BEGINNING OF MONTH</td>
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<td>$216,156.89</td>
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<td>NOV LTFM Checks</td>
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<td>$145,344.13</td>
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<td>$1,934,375.03</td>
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</table>
Agenda Item XII: Action Item A: Gifts and Donations
Commentary by: Greg Winter

Background: Therefore the Superintendent recommends the following resolution:

WHEREAS, School Board Policy #706 establishes guidelines for acceptance of gifts/donations to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and

BE IT RESOLVED that the School Board of Melrose Area Public Schools accept with appreciation the following gifts/donations and permit their use as designated by the donor(s)

Administration Recommendation: To adopt resolution

<table>
<thead>
<tr>
<th>Date</th>
<th>Donor</th>
<th>Site</th>
<th>Item/Nature of Gift/Donation</th>
<th>Value/Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/22</td>
<td>Central Minnesota Builders Association</td>
<td>HS/MS</td>
<td>Cash donation for supplies</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>11/22</td>
<td>Melrose Lions</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$300.00</td>
</tr>
<tr>
<td>11/22</td>
<td>Bernicks Pepsi of St. Cloud</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$350.00</td>
</tr>
<tr>
<td>11/22</td>
<td>Jim's Wholesale Inc.</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$25.00</td>
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<tr>
<td>11/22</td>
<td>Famo Feeds Inc.</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$25.00</td>
</tr>
<tr>
<td>11/22</td>
<td>Commercial Contractors Co</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$50.00</td>
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<tr>
<td>11/22</td>
<td>Freeport Electric Inc.</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$100.00</td>
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<tr>
<td>11/22</td>
<td>Ameriprise Financial Services Inc.</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$50.00</td>
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<tr>
<td>Date</td>
<td>Organization</td>
<td>Grade</td>
<td>Program</td>
<td>Amount</td>
</tr>
<tr>
<td>-------</td>
<td>---------------------------------------------------</td>
<td>-------</td>
<td>--------------------------------</td>
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</tr>
<tr>
<td>11/22</td>
<td>Spring Hill Rec Club</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$250.00</td>
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<td>11/22</td>
<td>Kraemer Lumber Company Inc.</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$60.00</td>
</tr>
<tr>
<td>11/22</td>
<td>St. Rosa Area Jaycees</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$100.00</td>
</tr>
<tr>
<td>11/22</td>
<td>American Legion Post 101</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$100.00</td>
</tr>
<tr>
<td>11/22</td>
<td>Freeport Screen Printing Inc.</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$200.00</td>
</tr>
<tr>
<td>11/22</td>
<td>Jennie-O Turkey Store Inc.</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$150.00</td>
</tr>
<tr>
<td>11/22</td>
<td>CAP Enterprises of Melrose Inc.</td>
<td>HS</td>
<td>Renaissance Program</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

Motion to approve donations made by: __________________________ Seconded by: __________________________

Roll Call Vote:
Pat Heller: ______
Kris Winter ______
Randy Dufner ______
Becky Feldewerd ______
Mark Heidgerken ______
Lee Uphoff ______
Kyle Klasen ______
Agenda Item XII: Action Item B: World’s Best Workforce
Commentary by: Greg Winter

Background: The board will consider the plan as presented by Ms. Pearson before tonight’s meeting.

Administration Recommendation: Approve the resolution

Motion to approve donations made by: ___________________ Seconded by: ___________________
______________________ Action: ____________
Agenda Item XI: Action Item C: Integration Plan
Commentary by: Greg Winter

Background:
The board will consider the plan as presented by Ms. Barutt before tonight's meeting.

Administration Recommendation: Approve the resolution

Motion to approve donations made by: ___________________________ Seconded by:
________________________ Action: __________
Agenda Item XII: Action Item D: Resolution to approve Combined Polling Locations
Commentary by: Greg Winter

Background:
This is an annual resolution that is required by the State of Minnesota in case of an election.

Administration Recommendation: Approve the resolution.

Motion to approve donations made by: __________________ Seconded by: 
_________________ Action: ______________________________

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. 740, Melrose Area Schools, 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:

   COMBINED POLLING PLACE NO. 1: Melrose City Center
This combined polling place serves all territory in Independent School District No. 740 located in the City of Melrose; and Melrose and Sauk Centre Townships; Stearns County, Minnesota.

**COMBINED POLLING PLACE NO. 2:** St. Rosa Church Basement
28905 Co. Rd. 17
St. Rosa, MN 56331

This combined polling place serves all territory in Independent School District No. 740 located in the City of St. Rosa; and Millwood and Krain Townships in Stearns County; Birchdale and Grey Eagle Townships in Todd County; and Elmdale Township in Morrison County, Minnesota.

**COMBINED POLLING PLACE NO. 3:** New Munich City Hall
220 Main Street
New Munich, MN 56356

This combined polling place serves all territory in Independent School District No. 740 located in the City of New Munich; and Oak, Albany and St. Martin Townships; Stearns County, Minnesota.

**COMBINED POLLING PLACE NO. 4:** Greenwald City Office
121 4th Street N.
Greenwald, MN 56335

This combined polling place serves all territory in Independent School District No. 740 located in the City of Meire Grove, the City of Spring Hill and the City of Greenwald; and Grove, Lake Henry, Lake George, Spring Hill and Getty Townships; Stearns County, Minnesota.

**COMBINED POLLING PLACE NO. 5:** Freeport City Hall
125 Main Street E.
Freeport, MN 56331

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.
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.
Agenda Item XII: Action Item E: School Closing Message

Commentary by: Greg Winter

Background:
This is a follow-up from October discussion to set some parameters for the closing of school due to winter weather conditions.

Administration Recommendation: Approve the resolution.

Motion to approve weather announcements made by: ___________________ Seconded by: ___________________
Action: ___________________

**Winter Storm Weather Announcements will be broadcast over the following radio and television stations:**

**Radio Stations**
KASM 1150 am Albany
KEYL 1400 am Long Prairie
KCLD 104.7 FM St. Cloud
KIK 100.7 FM Alexandria
WCCO 830 am Minneapolis

**Television Stations**
WCCO Channel 4
KSTP Channel 5
KMSP Channel 9
KARE Channel 11

**School Closing Criteria**

Closing school due to poor weather conditions is always a difficult decision. Although our primary mission is to educate students, we are very concerned with the safe transportation of
our students to and from school. Consideration is given to weather reports, visibility, wind, existing snow, road conditions, temperature, daylight hours, and highway department recommendations. In deciding to close or postpone school, Melrose Area Public Schools consults with the bus companies and a number of weather sites and surrounding school districts to determine whether or not it is safe to transport students. Consideration for closing schools due to temperature will be considered when there is a sustained wind chill of -45. We will make every effort to post decisions before 6:10 a.m.

**PLEASE NOTE** that at any time during inclement weather, parents have the option of keeping their children at home. However, we are confident in our bussing service to pick up students in a timely fashion in warm, safe buses. Parents should dress their children appropriately for inclement weather.

The BEST way to receive timely notices regarding school closure is through the School Messenger system at Melrose Area Public Schools. Make sure all information the school has is current.

**What Parents Should Do:**

Listen, watch, or check online for weather related school announcements. Please do not call the school, school personnel, or the bus companies. These phone lines are being used for or must be kept available for the weather emergency. If everyone calls, it is impossible to make the necessary notifications.

The decision to have school during inclement weather has to do with the school's ability to safely transport students, however if a parent feels that it is unsafe for their child to come to school, the parent should keep their child home. **The final decision to send a child to school during inclement weather rests with the parent.**

**2 Hour Late Start**

In the event of a 2 hour late start, all morning Early Childhood classes are cancelled.

**Early Closings**

Notice of an early closing will be given by the same sources as listed above. Parents must have alternate child care plans made and clearly explained to their child. It is important for parents to review these plans with their young children. If your children are to go home and
there is no one there, make sure they have a key to get in your house and adequate supervision.

All Community Ed. classes will also be cancelled for early closings.

**Extra Curricular Activities**
When school is canceled because of inclement weather, normally all extra curricular activities are canceled as well. There may be very rare circumstances whereby some extra curricular practices/events may be held. It remains the parent's decision whether or not to have their student participate in these practices. No student will be penalized in any way for not participating on a day when school has been canceled.

When school is closed early because of inclement weather, all extra curricular activities will be canceled. Students are to go directly home.
Agenda Item XII: Action Item F: Crisis Safety Plan
Commentary by: Greg Winter

Background:
The Crisis Safety Plan was updated by the Superintendent and Principals and sent to the Health and Safety Committee for review and approval. Document was previously sent out to board members

Administration Recommendation: Approve the resolution.

Motion to approve donations made by: ________________________ Seconded by: ________________________
____________________ Action: ________________________
Agenda Item XII: Action Item G: Set Date for Organization Meeting in January
Commentary by: Greg Winter

Background:
Need to set a date for the Organizational Meeting. Corresponding date this year from previous dates would be Wednesday, January 3, 2018 at 7 p.m.

Administration Recommendation: Approve January 3, 2018 at 7 p.m.

Motion to approve made by: __________________________ Seconded by: __________________________
_________________________ Action: __________________________
Agenda Item XIII: Adjournment
Commentary by: Pat Heller

Background: Adjourn Meeting (Work session to follow after 10 minute break)

Administration Recommendation:
To Adjourn Meeting

Motion to adjourn meeting made by: ___________________________ Seconded by:
____________________ Action: ___________________________