

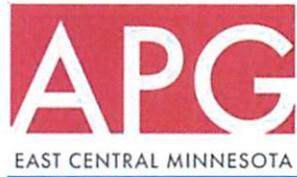
**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138
 NORTH BRANCH AREA EDUCATION CENTER, BOARD ROOM, ROOM C120
 38705 GRAND AVENUE
 NORTH BRANCH, MN 55056
 ORGANIZATIONAL SCHOOL BOARD MEETING
 JANUARY 11, 2024
 5:30 PM**

AGENDA

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Consider Nomination and Election of Officers (all votes are public)
 - A. Chair - Last year - MacMillan
 - B. Vice Chair - Last year - Grovender
 - C. Clerk - Last year - Naegele
 - D. Treasurer - Last year - LaValla
- V. Consider Setting of Board Salary
 - A. Officers: Chair: \$800 annually; Vice Chair: \$500 annually; Clerk: \$500 annually; and Treasurer: \$300 annually 2
 - B. Currently \$60 per meeting and \$125 for an all day meeting (four hours or more)
- VI. Consider Designation of Official Newspaper 3
- VII. Consider Appointment of Law Firm - Kennedy & Graven, Chartered and other legal support as needed
- VIII. Consider Designation of Official Depositories - Wells Fargo Bank, Associated Bank, MN Trust Bank, and Neighborhood National Bank
- IX. Consider Delegation of Authority to Make Electronic Funds Transfers on Behalf of the School District. Designate Todd Tetzlaff, Jenna Battaglia, Jennifer Thompson, Christine Lundgren, and Angela Nelson
- X. Consider Board Meeting Dates 20
- XI. Consider Appointment of Board Committee Representatives 21
- XII. Consider Authorization, if needed, to use current check signer plate until new plate is processed
- XIII. Consider Resolution Providing Limited Authorization for the Superintendent and Director of Business Services to Sign Contracts 22
- XIV. Adoption of School Board Policy Book
- XV. Adjournment to the Regular Meeting

COMPARISON OF RATES OF SCHOOL BOARD PAY FOR 2023

School	Mileage	Brd Reg Mtg	Brd Mtg ½ day	Brd Mtg Over 4 hrs	Officers
Chisago Lakes	IRS rate	\$45 for meetings under 3 hours	\$75 for meetings lasting 3 hours but less than 6 hours	\$125 for meetings 6 hours or more	\$600/yr - Chair, Clerk \$300/yr - Treasurer \$30 more per meeting for Vice Chair if Chair is absent
Forest Lake	IRS rate				\$5,621/yr – Chair \$5,421/yr – Vice Chair \$5,421/yr – Clerk \$5,421/yr – Treasurer \$5,221/yr - Directors
Braham	IRS rate	\$75/board mtgs \$50/other mtgs up to 4 hours	\$75 for meetings lasting 4-8 hours	\$125 if over 8 hours	\$800/yr – Chair, Vice Chair, Clerk, and Treasurer \$600/yr - Directors
Cambridge	IRS rate	\$250/month	\$65 under 4 hours	\$130 over 4 hours	\$100/monthly – Chair \$60/monthly– Clerk \$60/monthly - Treasurer
Rush City	IRS rate	\$50		\$100	No officer pay
Princeton	IRS rate	\$50 Official standing board committee meetings \$50 per day for MSBA training			\$550/month-Chair \$450/month-All other officers
North Branch	IRS rate	\$60 under 4 hours; \$125 over 4 hours	\$60 under 4 hours	\$125 over 4 hours	\$800/yr – Chair \$500/yr – Vice Chair \$500/yr – Clerk \$300/yr –Treasurer



234 S Main Street, Cambridge, MN 55008 | 763-691-6001 publicnotice@apgecm.com

December 7, 2023

Arle Chambers
ISD138
38705 Grand Avenue
North Branch, MN 55056

Dear Ms. Chambers and Board Members:

Please accept the following bid from **County News Review** for legal newspaper designation for School District 138. The County News Review is a legal newspaper under Minnesota Statutes Section 331A.02, Subd. 1.

The following rate structure for legals is effective January 1, 2024:

Per column inch rate: \$1.99

Index: .1800

Lines per inch: 9

**To expand coverage, your notices will also be published in the Scotsman at no additional charge.*

All published legal notices are also posted on **County News Review** website at no additional charge. A notarized affidavit will be provided for each notice published. A \$20 charge will be assessed on legal notices that require typing.

*The **County News Review** is published weekly on Thursday. The deadline is 10:00 a.m. on Monday for publication in the same week. Early deadlines apply during a holiday week. Please email legal notices to publicnotice@apgecm.com*

Thank you for considering **County News Review** as the official newspaper for School District # 138 for the upcoming year. Your school board meetings are attended by our reporter and published regularly. We appreciate the opportunity to serve the needs of your school district.

Sincerely,

Tonya Orbeck

Public Notice Manager
ECM Publishers, Inc. /Adams Publishing Group

Isanti-Chisago County

STAR

930 South Cleveland, Cambridge, MN 55008

763-689-1181

December 1, 2023

Arle Chambers
Administrative Assistant
North Branch School District #138
38705 Grand Ave
North Branch, MN 55056

REC'D @ DISTRICT
OFFICE

DEC 7 2023

ISD #138
NORTH BRANCH. MN

Dear Ms. Chambers,

Please accept our 2024 bid to become the official newspaper for the North Branch School District. The *Isanti/Chisago County Star* meets all of the requirements of a legal newspaper for the North Branch School District as set forth in MN Statute 331A.02- that statute is attached.

- The *Star* is distributed free weekly to 8,466 households including **1,550 in the North Branch School District**. Please see the attached CVC Audit for circulation verification and demographic information.
- We post all legal notices to our website (Isanti-chisagocountystar.com) under a public notice tab and on the statewide public notice website (mnpublicnotice.com), at no additional charge and free to all viewers.
- We post all notices in the *Star* e-edition also on the website at no additional charge and free to all viewers.
- We are the only locally owned newspaper and are family owned.
- We have 25 employees in our Cambridge facility who put together all of our newspapers with six of us living in the North Branch School District.

Our bid is **\$1.95** per column inch if you contract with us for one year or **\$1.85** per column inch if you contract with us for three years.

We use 7 point type and 9 lines per inch which equates to the index figure of **0.169** for the 1 year contract or **0.161** for the three year contract.

We would prefer legal notices emailed to starlegals@countystar.com. Our deadline is noon on Mondays for Thursday publication.

Thank you for the opportunity to bid to become the official newspaper for the North Branch School District for 2024-2026. We regularly attend your school board meetings and have a long history of serving the residents of the district. If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeff Andres", with a stylized flourish extending to the right.

Jeff Andres

Group Publisher, *Isanti-Chisago County Star*

Initial Audit Period: July 1, 2022 – June 30, 2023

Isanti-Chisago County Star

930 South Cleveland Street
Cambridge, MN 55008
(763) 689-1181
(763) 689-1185 (Fax)

EMAIL: jeff@northstarmedia.net
www.isanti-chisagocountystar.com

1. Audited Media Platforms

Print Publication:	Average Net Circulation:	8,760 (Print Edition)
Website:	Average Website Unique Users:	46,794
Social Media:	Average Facebook Likes:	3,028
	Average Twitter Followers:	939

Isanti-Chisago County Star – Total Gross Contacts

CVC Estimated Edition Readership:	14,953
Total Digital Contacts:	50,761
Total Estimated Gross Contacts:	65,714*

*Total gross contacts include CVC estimated edition readership, website unique users, social media followers, and opened e-newsletter contacts. Total gross contact estimates can include significant audience duplication. There was no attempt made to eliminate any duplication that may exist.

2. Publication Information

Number of Editions:	One
Format / Average Page Count:	Tabloid / 16 Pages
Circulation Cycle:	Weekly
Ownership:	Northstar Media, Inc.
Year Established:	1915
Publication Type:	Community Newspaper
	100% Controlled / <1% Paid / 0% Sponsor Paid
Content:	50% Advertising / 50% Editorial
Primary Delivery Methods:	88% Carrier Delivery / <1% Mail / 12% Controlled Bulk
Annual Mail Subscription Rate:	\$129.00
Insert Zoning Available:	No
CVC Member Number:	01-4409
DMA:	Minneapolis, MN
Audit Funded By:	Publisher



3. Rate Card and Mechanical Data

Rate Card Effective Date:	November 1, 2022
Mechanical Data:	Six (6) columns X 16" column depth Full page: 10.25" wide X 16" depth.
Open Rate:	Local: \$10.90 per column inch National: \$10.90 per column inch
Insert Open Rate:	\$45.00 per thousand
Classified Rate:	\$10.15 per column inch
Deadline Day & Time:	Tuesday by 4 PM

Additional rates may be available from the publisher.

4. Contact Information

Publisher:	Jeff Andres	EMAIL: jeff@northstarmedia.net
Advertising:	Kellie Champion	EMAIL: sales@countystar.com
Circulation:	Scott Kittleson	EMAIL: circulation@countystar.com



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5. Audited Circulation, Distribution and Net Press Averages - Print Edition

CVC Account Number: 01-4409	Thursday	Isanti-Chisago County Star Cambridge, MN
Audit Period Summary		
Average Net Circulation	(5-H)	8,760
Average Gross Distribution	(5-F)	8,819
Average Net Press Run	(5-A)	8,839
Audit Period Detail		
A. Average Net Press Run		8,839
B. Office / File		20
C. Controlled Distribution		
1. Carrier Delivery		7,749
2. Bulk Delivery / Demand Distribution		1,030
3. Mail		7
4. Requestor Mail		0
5. Waiting Rooms		0
6. Hotels		0
7. Events, Fairs, Festivals and Trade Shows		0
8. Education		0
9. Restock & Office Service		0
Total Average Controlled Distribution		8,786
Controlled Returns		(59)
TOTAL AVERAGE CONTROLLED CIRCULATION		8,727
D. Paid Distribution		
1. Carrier Delivery		0
2. Single Copy		0
3. Mail		33
4. Waiting Room		0
5. Hotels		0
6. Education		0
7. Restock & Office Service		0
Total Average Paid Distribution		33
Paid Returns		(0)
TOTAL AVERAGE PAID CIRCULATION		33
E. Sponsored / Voluntary Paid Distribution		
1. Carrier Delivery		0
2. Single Copy		0
3. Mail		0
4. Waiting Rooms		0
5. Education		0
Total Average Sponsored Distribution		0
Sponsored Returns		(0)
TOTAL AVERAGE SPONSORED CIRCULATION		0
F. Average Gross Distribution		8,819
G. Total Unclaimed / Returns		(59)*
H. Average Net Circulation		8,760



Explanatory – Print

PARAGRAPH FIVE AUDIT PERIOD SUMMARY

AVERAGE NET CIRCULATION: Average net circulation based on quarterly averages for the audit period indicated. (Total of controlled distribution (C), paid distribution (D), and sponsored distribution (E) minus unclaimed / return (G)). See audit period detail (H).

AVERAGE GROSS DISTRIBUTION: Average gross distribution based on quarterly averages for the audit period indicated. (Total of controlled distribution (A), paid distribution (B), and sponsored distribution (C)). See audit period detail (F).

NET PRESS RUN: Average net press run based on quarterly averages during the audit period indicated. The net press run average does not include press waste, or start-up copies. See audit period detail (A).

AUDIT PERIOD DETAIL

- A. 1. NET PRESS RUN:** Average net press run based on quarterly averages during the audit period indicated. The net press run average does not include press waste, or start-up copies.
- B. 1. OFFICE / FILE:** Undistributed editions maintained by the publisher for office purposes. Office / File editions do not qualify as controlled, paid, or sponsored distribution.
- C. CONTROLLED DISTRIBUTION (NON-PAID):** Editions distributed by the publisher free of charge.
- 1. CARRIER DELIVERY:** Editions delivered by private carrier to single family residences, and/or multi-family residences, and/or businesses.
- 2. CONTROLLED BULK / DEMAND DISTRIBUTION:** Editions distributed to newsracks, newsstands, and/or area retail businesses and available to individual readers. Subject to paragraph 5G returns.
- 3. MAIL:** Editions delivered by United States Postal Service mail to single family residences, and/or multi-family residences, and/or businesses, and/or post office boxes.
- 4. REQUESTOR MAIL:** Editions delivered on a requestor basis by United States Postal Service mail to single family residences, and/or multi-family residences, and/or businesses, and/or post office boxes. Qualified requestor circulation and other mail permit qualifications are audited by the United States Postal Service and not determined by CVC.
- 5. CONTROLLED WAITING ROOMS:** Editions delivered to the waiting areas of local business and office buildings, including, but not limited to salons, medical and professional offices.
- 6. CONTROLLED HOTELS:** Editions distributed to area hotels and available to individual readers. Subject to paragraph 5G returns.
- 7. EVENTS, FAIRS, FESTIVALS and TRADE SHOWS:** Editions distributed to attendees and members of conventions, local fairs, festivals, trade shows and available to individual readers. Subject to paragraph 5G returns.
- 8. CONTROLLED EDUCATION:** Editions distributed to area schools or educational institutions and available to individual readers. Subject to paragraph 5G returns.
- 9. RESTOCK / OFFICE SERVICE:** Editions maintained and distributed by the publisher for restock of newsracks, newsstands, area retail businesses, office deliveries, and advertising purposes during the edition cycle. Subject to paragraph 5G returns.
- CONTROLLED RETURNS:** Edition distributed in the controlled distribution category, returned to the publisher unclaimed during the edition cycle *(See paragraph 10 for CVC return/unclaimed confirmation.) Publications with greater than 25% returnable source distribution must report returns or unclaimed copies to qualify for net circulation reporting.
- D. PAID DISTRIBUTION:** Editions distributed by the publisher through paid subscription or other monetary exchange with individual readers.
- 1. CARRIER DELIVERY:** See C1 for explanation of carrier home delivery. See paragraph 11 for paid reporting analysis.
- 2. SINGLE COPY:** Editions distributed to newsracks, newsstands, and/or area retail businesses and available to individual readers. Subject to paragraph 5G returns. See paragraph 11 for paid reporting analysis.
- 3. MAIL:** See C3 for explanation of mail distribution. See paragraph 11 for paid reporting analysis.
- 4. PAID WAITING ROOMS:** See C5 for explanation of waiting room distribution.
- 5. PAID HOTELS:** See C6 for explanation of hotel distribution.
- 6. PAID EDUCATION:** See C8 for explanation of educational copy distribution.
- 7. RESTOCK / OFFICE SERVICE:** See C9 for explanation of restock and office distribution.
- PAID RETURNS:** See section C: controlled returns for explanation of returns reporting. *(See paragraph 10 for CVC return/unclaimed confirmation.)
- E. SPONSORED / VOLUNTARY PAID DISTRIBUTION:** Editions distributed by the publisher that are sponsored by a third party monetary exchange or voluntary reader payment system.
- 1. CARRIER DELIVERY:** See C1 for explanation of carrier home delivery.
- 2. SINGLE COPY:** Editions distributed to newsracks, newsstands, and/or area retail businesses and available to individual readers on a sponsored or voluntary pay basis. Subject to paragraph 5G returns.
- 3. MAIL:** See C3 for explanation of mail distribution.
- 4. SPONSORED WAITING ROOMS:** See C5 for explanation of waiting room distribution.
- 5. SPONSORED EDUCATION:** See C8 for explanation of educational copy distribution.
- 6. RESTOCK / OFFICE SERVICE:** See C9 for explanation of restock and office distribution.
- SPONSORED RETURNS:** See section C: controlled returns for explanation of returns reporting *(See paragraph 10 for CVC return/unclaimed confirmation.)
- F. AVERAGE GROSS DISTRIBUTION:** Average gross distribution based on quarterly averages for the audit period indicated. Total of controlled distribution (A), paid distribution (B), and sponsored distribution (C).
- G. TOTAL UNCLAIMED / RETURNS:** Distributed editions returned to the publisher unsold and/or unclaimed during the edition cycle. *(See paragraph 10 for CVC return/unclaimed confirmation.)
- H. AVERAGE NET CIRCULATION:** Average net circulation for the audit period indicated. Total of controlled distribution (C), paid distribution (D), and sponsored distribution (E) minus unclaimed / return (G).

6. Average Print Circulation History

YEAR	AUDIT SOURCE	Q1	Q2	Q3	Q4
01/01/23-12/31/23	CVC	8,425	8,406	-	-
07/01/22-12/31/22	CVC	-	-	9,265	8,946

7. Distribution by Zip Code (6/29/2023 Edition) Thursday

ZIP CODE	CITY / AREA	COUNTY	STATE	CARRIER DELIVERY	CONTROLLED BULK / SINGLE COPY	MAIL	OFFICE / RESTOCK	TOTAL
55006	Braham	Isanti	MN	0	225	0	0	225
55008	Cambridge	Isanti	MN	4,816	315	0	20	5,151
55032	Harris	Chisago	MN	0	50	0	0	50
55040	Isanti	Isanti	MN	2,300	0	0	0	2,300
55056	North Branch	Chisago	MN	1,125	375	0	0	1,500
55069	Rush City	Chisago	MN	0	65	0	0	65
Misc.	Assorted	Assorted	-	0	0	40	0	40
TOTAL				8,241	1,030	40	20	9,331

8. Distribution by County (6/29/2023 Edition) Thursday

COUNTY	CITY / AREA	STATE	CARRIER DELIVERY	CONTROLLED BULK / SINGLE COPY	MAIL	OFFICE / RESTOCK	TOTAL
Chisago	Harris North Branch Rush City	MN	1,125	490	0	0	1,615
Isanti	Braham Cambridge Isanti	MN	7,116	540	0	20	7,676
Misc.	Assorted	-	0	0	40	0	40
TOTAL			8,241	1,030	40	20	9,331

9. Verification of Distribution – Mail and Carrier Delivery Distribution

Isanti-Chisago County Star reported an average mail distribution of 40 during the audit period. Mail distribution is verified through the review of mail statements and/or additional publisher support documents. Isanti-Chisago County Star reported an average carrier delivery distribution of 7,749 during the audit period. Carrier delivery is verified through the review of carrier statements and/or additional publisher support documents. The Circulation Verification Council performed a delivery & readership verification in the primary market areas indicated in paragraph nine. Delivery verification is performed using multi-source methodologies considered necessary under the circumstances of the audit. Delivery verification can include, but is not limited to, residential and cell phone interviews, online surveys, email surveys, USPS surveys, in-person interviews and/or social media surveys. Delivery verification source data can include, but is not limited to, residential phone listings, cell phone exchanges, delivery lists, opt-in email databases, online, and/or social media databases.

CVC review indicates that a sufficient number of individuals reported that they receive Isanti-Chisago County Star on a regular basis to substantiate the publisher’s distribution claims.

CVC verification confirms that 282 of 377 or 74.8% report they regularly read or look through Isanti-Chisago County Star.

*Households reporting stop delivery requests were excluded from the survey.

The Circulation Verification Council estimates that all the information in this text box has a minimum accuracy level of +/-4%.



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10. Verification of Distribution – Controlled Bulk / Demand Distribution / Single Copy

The Circulation Verification Council performed delivery verification in the primary market areas indicated in paragraph nine. Delivery verification is performed using multi-source methodologies considered necessary under the circumstances of the audit. Delivery verification can include, but is not limited to, on-site verification, business phone verification, online, email, and/or social media contact. Delivery verification source data can include, but is not limited to, business and cell phone listings, delivery lists, opt-in email, online, and/or social media databases. Circulation Verification Council performed the delivery verification from locations chosen randomly from the publication’s delivery list(s).

CVC verification substantiates Isanti-Chisago County Star’s claim of 59 returnable source distributed editions returned to the publisher unclaimed after the edition cycle.

11. Paid Reporting Analysis

CARRIER DELIVERY	Basic Rates: N/A
	AVERAGE NUMBER OF SUBSCRIPTIONS
Full Basic Rate	0
MAIL	Basic Rates: \$129.00
	AVERAGE NUMBER OF SUBSCRIPTIONS
Full Basic Rate	33
Over 75% of basic rate	0
Over 50% of basic rate	0
Over 25% of basic rate	0
1%-24% of basic rate	0
SPONSORED	Basic Rates: N/A
	AVERAGE NUMBER OF SUBSCRIPTIONS
Full Basic Rate	0
SINGLE COPY	COVER PRICE: N/A
	AVERAGE WHOLESALE RATE: N/A

12A. Audited Average Website Reporting

	Monthly Audit Period Average
Website Unique Users	46,794

Explanatory – Website

PARAGRAPH TWELVE (A)

UNIQUE USERS: A unique user to a website where the user registers or where the user is identified or marked by a cookie, IP address, or other ID that is attached to the browser within the defined cycle. Limitations apply to the measurement of unique users. Please see CVC Rules & Regulations for further information.

12B. Audited Online/Digital Edition Reporting - Not Reported

12C. Text Media - Not Reported

12D. Social Media

Social Media Source	Average Media Usage	June 2023
www.facebook.com/isanti-chisago-county-star	3,028 Likes	3,116 Likes
Twitter - @countystar_news	939 Followers	946 Followers

Explanatory – Social Media

PARAGRAPH TWELVE (D)

FACEBOOK LIKES: The average number of likes as expressed by followers of the Facebook page. Information sourced at regular intervals from the publications page on Facebook.com or third party measurement sources.

TWITTER FOLLOWERS: The average number of followers as expressed by members of the Twitter community. Information sourced at regular intervals from the publications page on Twitter.com or third party measurement sources.

12E. Email Media - Not Reported

12F. Video & Podcast Media - Not Reported

13. Council Audit Statement

Circulation Verification Council (CVC) reviewed the printing, distribution, circulation, technology, and general business records of this publication for the purpose of compiling this information. The review was completed using Council audit procedures considered necessary under the circumstances of the audit in compliance with CVC Rules and Regulations. In our opinion, this report fairly and accurately represents the publication's printing, distribution, circulation, and technology reporting, if applicable, for the period indicated. The publication has sworn that the information presented for this audit reporting is accurate and supplied CVC with general business records substantiating the information under audit review. This report is released subject to the provisions of the CVC Rules & Regulations which are hereby incorporated by reference. CVC Rules & Regulations may be amended from time to time without notice at the sole discretion of CVC. In no event shall CVC be liable for indirect, incidental, consequential, special, or punitive damages, or damages for lost profits, lost income, or lost savings arising by negligence, intended conduct, breach of contract, or otherwise. CVC reports and data are released for the sole use of advertising purchase evaluations and any use for valuations or determination of value is strictly prohibited. CVC reports may not be used for USPS requestor or other permit qualifications. This report is subject to copyright laws and may only be reproduced by the publisher.



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The current status of this report expires September 30, 2024.

If this report is presented after September 30, 2024 please call the toll-free number listed below.



Isanti-Chisago County Star - Cambridge, MN - 01-4409 - Supplemental Readership Study

The Circulation Verification Council surveyed Isanti-Chisago County Star readers in the primary market areas indicated in publication's CVC audit report. The purpose was to identify the number of individuals who indicate they have read at least two of the last four issues of the publication, and gather study information solely for advertising purchase evaluations. Market statistics estimates appearing in CVC reports, when available, are obtained from EASI Software. CVC study sources can include, but are not limited to, residential and cell phone surveys, online surveys, email surveys, and/or social media surveys. Study source data can include, but are not limited to, residential phone listings, cell phone exchanges, publisher delivery lists, opt-in email, online, and/or social media databases. Residential and cell phone survey populations consist of adults age 18 and over, living in households within the survey area. Within this area, each individual had a known (or "non-zero") probability of being selected for the random sample. Surveys were conducted solely with pre-designated respondents and no substitutions were permitted. Initial survey attempts were spread evenly across all survey days (i.e., Tuesday through Saturday). A minimum of 250 completed surveys, or 2.5% of net circulation for publications under 10,000 circulation is required with no more than one survey per household. Survey Procedures: To ensure the highest degree of comparability and to facilitate the survey process, a standard, consistent, specified list of questions was asked. Surveys were conducted over a minimum period of two weeks to minimize the impact of weather and/or special circumstances. Every effort was made to ensure that surveys were assigned randomly by day and that an approximately equal number of surveys were completed on each survey day. Where appropriate, data was balanced and/or weighted by ZIP code using up-to-date known demographics: gender, age, number of adults in household and ethnicity in those cases where one minority comprised no less than ten percent of the total population. Non-responses to any single question were eliminated from the survey. In all cases, at least four attempts were made to contact all pre-designated respondents. Every effort was made to surmount language, cultural, behavioral and other barriers to a successful survey; and to the extent feasible, contact attempts were scheduled on a random basis. During the survey process, no questions were asked prior to the readership question, with the exception of a qualifying question designed to determine the ZIP code of the individual; and a general warm-up call explanation designed to put the respondent at ease. Warm-up questions did not include any reference to a publication itself or the nature of the study information. The study followed recommended guidelines developed in part from established media usage and evaluation guidelines. Survey totals may not equal 100% due to rounding. The Circulation Verification Council estimates that all the information in this survey has a maximum error margin of +/-4% at the 95% confidence level. 282 Survey respondents were interviewed during the verification of carrier delivery and mail distribution. 13 Survey respondents reported reading a minimum of two of the last four issues through single copy, controlled bulk, or pass along distribution. 109 Survey respondents responded to a geo-coded outbound email verification. This publication did not participate in the CVC online research program.

• **Average estimated readers per edition during the audit period: 2.2**
 *Readership estimates compiled from 2023 CVC circulation & readership study data.

1. Isanti-Chisago County Star is distributed regularly in your area. Do you regularly read or look through Isanti-Chisago County Star?

YES	404	Survey Respondents
-----	-----	--------------------

2. Do you frequently purchase products or services from ads seen in Isanti-Chisago County Star?

YES	279	69.1%
NO	125	30.9%

3. How long do you keep Isanti-Chisago County Star before discarding it?

51%	1-2 Days
20%	3-4 Days
18%	5-6 Days
11%	1 Week or More

4. Reader Gender (Voice recognition - Gender Bias Rotation)

Reader Demographics	Market Demographics
47%	51% Male Readers
53%	49% Female Readers



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5. What range best describes your age.

Reader Demographics	Market Demographics	
00%	04%	18 - 20
<01%	06%	21 - 24
09%	18%	25 - 34
16%	17%	35 - 44
28%	22%	45 - 54
28%	16%	55 - 64
16%	10%	65 - 74
03%	05%	75 - 84
<01%	02%	85 years or older

6. What range best describes your combined annual household income for last year?

Reader Demographics	Market Demographics	
00%	07%	under \$15,000
02%	07%	\$15,000 - \$24,999
03%	08%	\$25,000 - \$34,999
11%	14%	\$35,000 - \$49,999
22%	24%	\$50,000 - \$74,999
23%	18%	\$75,000 - \$99,999
15%	11%	\$100,000 - \$124,999
11%	05%	\$125,000 - \$149,999
07%	03%	\$150,000 - \$199,999
06%	03%	over \$200,000

7. What is the highest level of education you have obtained?

Reader Demographics	Market Demographics	
00%	07%	Some High School or Less
33%	42%	Graduated High School
32%	35%	Some College
24%	11%	Graduated College
07%	04%	Completed Master Degree
03%	01%	Completed Professional Degree
01%	<01%	Completed Doctorate Degree



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8. Which of the following products or services, if any, do you plan to purchase during the next twelve months?

- | | | |
|-----|---|----------------------------|
| 13% | New Automobile, Truck or SUV | (% = Positive respondents) |
| 13% | Used Automobile, Truck or SUV | |
| 09% | Antiques / Auctions | |
| 39% | Furniture / Home Furnishings | |
| 17% | Major Home Appliance | |
| 26% | Computers, Tablets or Laptops | |
| 39% | Home Improvements or Home Improvement Supplies | |
| 22% | Television or Electronics | |
| 14% | Carpet or Flooring | |
| 30% | Automobile Accessories (tires, brakes or service) | |
| 38% | Lawn & Garden Supplies | |
| 19% | Florist / Gift Shops | |
| 20% | Home Heating & Air Conditioning (service, new equipment) | |
| 41% | Vacations / Travel | |
| 10% | Real Estate (Sell or purchase) | |
| 45% | Men's Apparel | |
| 68% | Women's Apparel | |
| 15% | Children's Apparel | |
| 01% | Boats or Personal Watercraft | |
| 14% | Art & Crafts Supplies | |
| 08% | Childcare | |
| 06% | Education or Classes | |
| 09% | Attorney | |
| 33% | Veterinarian | |
| 14% | Chiropractor | |
| 21% | Financial Planner (Retirement, Investing) | |
| 29% | Tax Advisor / Tax Services | |
| 25% | Health Club / Exercise Class | |
| 32% | Cleaning Services (Carpet Cleaning, Air Duct Cleaning, Home Cleaning) | |
| 05% | Weight Loss | |
| 22% | Lawn Care Service (Maintenance & Landscaping) | |
| 19% | Legal Gambling Entertainment (Lottery, Casinos, Racetracks, Bingo) | |
| 38% | Pharmacist / Prescription Service | |
| 24% | Cell Phone or Smart Phone (New Service or Update Service) | |
| 71% | Dining & Entertainment | |
| 30% | Jewelry | |
| 04% | Wedding Supplies | |
| 18% | Athletic & Sports Equipment | |
| 03% | Motorcycles / ATV's | |
| 37% | Medical Services / Physicians | |
| 32% | Pet Supplies | |



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2023 Minnesota Statutes

331A.02 REQUIREMENTS FOR A QUALIFIED NEWSPAPER.

Subdivision 1. **Qualification.**

No newspaper in this state shall be entitled to any compensation or fee for publishing any public notice unless it is a qualified newspaper. A newspaper that is not qualified must inform a public body that presents a public notice for publication that it is not qualified. To be qualified, a newspaper shall:

(a) be printed in the English language in newspaper format and in column and sheet form equivalent in printed space to at least 800 square inches;

(b) if a daily, be published and distributed at least five days each week. If not a daily, the newspaper may be published and distributed at least twice a month with respect to the publishing of government public notices. In any week in which a legal holiday is included, not more than four issues of a daily paper are necessary;

(c) in at least half of its issues each year, have no more than 75 percent of its printed space comprised of advertising material and paid public notices. In all of its issues each year, have 25 percent, if published more often than weekly, or 50 percent, if weekly, of its news columns devoted to news of local interest. Not more than 25 percent of its total nonadvertising column inches in any issue may wholly duplicate any other publication unless the duplicated material is from recognized general news services;

(d) be of general circulation in the area to which a public notice is directed, or where there is a reasonable likelihood that the person to whom it is directed will become aware of the notice;

(e) have its known office of issue located in either:

(1) the county in which lies, in whole or in part, the political subdivision that is publishing the public notice; or

(2) an adjoining county;

(f) file a copy of each issue promptly with the State Historical Society;

(g) be made available at single or subscription prices to any person or entity requesting the newspaper and making the applicable payment, or be distributed without charge to local residents;

(h) have complied with all the foregoing conditions of this subdivision for at least one year immediately preceding the date of the notice publication;

(i) between September 1 and December 31 of each year publish a sworn United States Post Office periodicals-class statement of ownership and circulation or a statement of ownership and circulation verified by a recognized independent circulation auditing agency covering a period of at least one year ending no earlier than the June 30 preceding the

publication deadline. When publication occurs after December 31 and before July 1, qualification shall be effective from January 1 through December 31 of that year; and

(j) after publication of the statement described in paragraph (i), submit to the secretary of state by December 31 a filing containing the newspaper's name, address of its known office of issue, telephone number, and a statement that it has complied with all of the requirements of this section. The filing must be accompanied by a fee of \$25. The secretary of state shall make available for public inspection a list of newspapers that have filed. Acceptance of a filing does not constitute a guarantee by the state that any other qualification has been met.

Subd. 2.

[Repealed, 2004 c 182 s 33]

Subd. 3. Publication; suspension; changes.

The following circumstances shall not affect the qualification of a newspaper, invalidate an otherwise valid publication, or invalidate a designation as official newspaper.

(a) Suspension of publication for a period of not more than three consecutive months resulting from the destruction of its known office of issue, equipment, or other facility by the elements, unforeseen accident, or acts of God or by reason of a labor dispute.

(b) The consolidation of one newspaper with another published in the same county or in an adjoining county, or a change in its name or ownership, or a temporary change in its known office of issue.

(c) Change of the day of publication, the frequency of publication, or the change of the known office of issue from one place to another within the same county or in an adjoining county. Except as provided in this subdivision, suspension of publication, or a change of known office of issue, or failure to maintain its known office of issue in the county or in an adjoining county, shall deprive a newspaper of its standing as a qualified newspaper until it again becomes qualified pursuant to subdivision 1.

Subd. 4. Declaratory judgment of legality.

A person interested in a newspaper's qualification under this section may petition the district court in the county in which the newspaper has its known office of issue for a declaratory judgment to determine whether the newspaper is qualified. Unless filed by the publisher, the petition and summons shall be served on the publisher as in other civil actions. Service in other cases shall be made by publication of the petition and summons once each week for three successive weeks in the newspaper or newspapers the court may order and upon the persons as the court may direct. Publications made in a newspaper after a judgment that it is qualified but before the judgment is vacated or set aside shall be valid. Except as provided in this subdivision, the Uniform Declaratory Judgments Act and the Rules of Civil Procedure shall apply to the action.

Subd. 5. Posting notices on website.

If, in the normal course of its business, a qualified newspaper maintains a website, then as a condition of accepting and publishing public notices, the newspaper must agree to post all the notices on its website and on the Minnesota Newspaper Association's statewide public notice website, at no additional cost to the advertiser. The newspaper's website must include a link to its online public notices section, the contents of which must be accessible at no cost to the public. Each notice must remain on the website during the notice's full publication period. Failure to post or maintain a public notice on the newspaper's website or to post a public notice on the statewide public notice website does not affect the validity of the public notice.

History:

1984 c 543 s 21; 1985 c 174 s 1; 1Sp1985 c 13 s 315; 1987 c 30 s 1; 1987 c 286 s 1; 1988 c 682 s 42; 1990 c 395 s 1; 1991 c 205 s 17; 1997 c 137 s 13; 2001 c 38 s 1; 2004 c 182 s 8-11; 2009 c 152 s 5; 2022 c 61 s 5-7

Official Publication of the State of Minnesota
Revisor of Statutes

2024 SCHOOL BOARD MEETING SCHEDULE	
January 11, 2024	Organizational & Regular School Board Mtg
January 25, 2024	Work Session
January 29, 2024	School Board Retreat
February 8, 2024	Regular Meeting
February 22, 2024	Work Session
March 7, 2024	Regular Meeting
March 28, 2024	Work Session
April 11, 2024	Regular Meeting
April 25, 2024	Work Session
May 9, 2024	Regular Session
May 23, 2024	Work Session
June 13, 2024	Regular Session
June 18, 2024	School Board Retreat
July 11, 2024	Regular Session
August 1, 2024	Work Session
August 8, 2024	Regular Session
August 22, 2024	Work Session
September 12, 2024	Regular Session
September 26, 2024	Work Session
October 10, 2024	Regular Session
October 24, 2024	Work Session
November 14, 2024	Regular Session
November 21, 2024	Work Session
December 12, 2024	Regular Session

COMMITTEE ASSIGNMENTS FOR 2023

COMMITTEE	2023 SCHOOL BOARD MEMBER APPOINTEE(S)
Personnel Committee (Chair & V. Chair)	Grovender, MacMillan
Custodian	Grovender, LaValla, Trampe
Nine-month Classified	Grovender, MacMillan, Trampe
Twelve-month Classified	Grovender, MacMillan, Trampe
Twelve-month Classified Salary	Grovender, MacMillan, Trampe
Directors	Grovender, MacMillan, Naegele
Administrators	Grovender, MacMillan, Naegele
Teachers	Grovender, MacMillan, Naegele
Community Ed	LaValla
District Staff Development	Johnson
ECMECC	Superintendent
Legislative Liaison	Naegele (Alternate – Trampe)
MSBA Legislative	Naegele (Alternate – Grovender)
MSHSL	Superintendent
Native American Parent Advisory Committee	Naegele
OPEB	MacMillan, Trampe
Policy Committee	Grovender, MacMillan, Naegele
SCRED	Grovender (Alternate - LaValla)
SEE	MacMillan (Alternate – Naegele)

**EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 138
NORTH BRANCH, MINNESOTA**

Pursuant to due call and notice thereof, a meeting of the School Board of Independent School District No. 138, North Branch, Minnesota, was held on the 11th day of January 2024, at 5:30 p.m.

The following Board members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION PROVIDING LIMITED AUTHORIZATION FOR THE
SUPERINTENDENT AND DIRECTOR OF FINANCE AND HUMAN RESOURCES TO
SIGN CONTRACTS**

WHEREAS, Independent School District No. 138, North Branch, Minnesota (the “School District”) is an independent school district duly formed and organized pursuant to Minnesota law; and

WHEREAS, Minn. Stat. § 123B.52, subd. 2 allows a school board of an independent school district to authorize the superintendent and business manager to sign contracts within the school district’s adopted budget, and

WHEREAS, Minn. Stat. § 123B.52, subd. 1 stipulates that contracts made without compliance with that statute shall be void.

NOW, THEREFORE, BE IT RESOLVED by the School Board that the Superintendent and Director of Finance and Human Resources shall have the authority to execute and deliver contracts within the School District’s adopted budget, as approved by the School Board. Any

transaction in an amount exceeding the minimum for which bids are required must first be specifically authorized by the School Board and must fulfill all other applicable requirements.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:
and the following voted against:
whereupon said resolution was declared duly passed and adopted.

