SPECIFIC SERVICES CONTRACT
2026-2027

This contract between the Arrowhead Regional Computing Consortium (hereinafter ARCC) and Independent School District No. 0139 – Rush City (hereinafter MEMBER) outlines that:

WHEREAS, ARCC, pursuant to Minnesota Statutes 1974, Section 471.59, is empowered to exercise all functions common to its MEMBERS and as such is authorized to enter into contracts for service, and,

WHEREAS, MEMBER, has formally resolved to participate in specific services, and,

WHEREAS, ARCC is capable and responsible in providing such services,

THEREFORE, BE IT RESOLVED that the parties to this contract agree to the following provisions:

1. ARCC will take actions necessary and appropriate to accomplish the tasks as defined by the Joint Powers Agreement and its By-Laws to service the MEMBER'S needs.

a. Employ staff necessary to provide training*, development, implementation, reporting and operational support of the services available, including:
   - Statewide Finance System (SMART Finance) software, development, training and support
   - Training, editing, reporting and submission of UFARS data to the Minnesota Department of Education
   - School finance procedures particular to the state of Minnesota
   - Statewide Personnel/Payroll System (SMART HR) software, development, training and support
   - Training, editing, reporting and submission of STAR data to the Minnesota Professional Educator Licensing and Standards Board
   - Assistance with the Affordable Care Act: tracking, compliance and reporting and assistance in providing employee wage theft statements to district employees
   - Training, editing, reporting and submission of MARSS and EdFi data from Infinite Campus, PowerSchool and other student information systems to the Minnesota Department of Education
   - Training and support on submission of MCCC, Early Education, and other required student data from the Infinite Campus and PowerSchool student information system to the Minnesota Department of Education

- Downloading of statewide student test results from the Minnesota Department of Education and importing that data to the Infinite Campus Student Information System, third party integration
- Federal E-Rate support, Minnesota Telecom Equity Aid support

*Training will include time appropriate meals and refreshments at no additional charge.

b. Maintain appropriate records and procedures for backup of MEMBER's data that is housed on secure servers at our regional partner cmERDC in Sauk Rapids, MN.

c. Provide consultation and advice to MEMBER for conversion and implementation of selected services.

d. Use all means available and appropriate to provide MEMBER with services and supplies at the least cost.

e. Maintain systems and services.

f. Maintain confidentiality of MEMBER's data.

g. Employ safeguards to defend the security of data stored in said computer systems against unauthorized access and will respect the privacy of the MEMBER.

2. MEMBER agrees to follow guidelines for data input and control, turnaround time and others, as may be established by the ARCC Governance Board.

3. MEMBER will make payments for services and supplies invoiced, on the appropriate due dates.

a. Selected services are:

X	Finance/Accounting - Support and Training
X	Payroll/HR – Support and Training
	Infinite Campus – Support, Training, MARSS, Ed Fi & Other Mandated Reporting
	MARSS/EdFi Support Only – No other Student Information System Support

b. Invoices for the above selected services will be due and payable on July 1, 2026 and January 1, 2027.

c. Additional invoices, if any, during the year will contain details sufficient to support the invoiced amounts of project services received and forms costs.

4. The ARCC Governance board has set 2026-2027 service rates, as follows:

Membership Fee	$3,700.00 plus $5.25 per FY25 APU
Finance/Accounting	$16.25 per FY25 APU
Personnel/Payroll	$12.25 per FY25 APU plus $55.00 per payroll and $0.40 per check, ESS or direct deposit processed based on prior Feb 1 through January 31 processing
Student Records	Infinite Campus: Tiered Pricing based on FY25 ADM Served: First 2,500 — $9.00 per ADM Served, with a minimum of $4,500 2,501–5,000 — $6.00 per ADM Served 5,000+ — $3.00 per ADM Served MARSS and EdFi Training, Editing and Reporting: Based on FY25 ADM Served 0-999: — $2,000 1000-1999 — $2,500 2000+ — $3,000
Bank Reconciliation	$100 per hour
Project Services	$125.00 per hour, upon request from MEMBER

5. The ARCC Governance Board retains the right to alter the established rates for computer services on or before June 30 of any year.

6. MEMBER understands that ARCC will assist them in filing for their federal discounts on telecommunication costs through the Universal Service Administrative Company (E-rates). Due to timing of the E-rate cycle, application for 2027-2028 discounts will be made in 2026-2027. A separate Letter of Agency details ARCC and MEMBER responsibility.

7. This contract shall be in effect on July 1, 2026, and shall remain in effect through June 30, 2027. Services selected in this contract allow for processing and reporting of 2026-2027 activity, as well as processing and reporting of 2025-2026 activity during the contract period.

8. A 180-day notice is required to terminate this contract.

9. MEMBER shall neither assign nor transfer services received under this contract without prior written approval of ARCC.

10. MEMBER agrees to indemnify and save and hold ARCC harmless from any and all claims or causes of action arising out of the performance of this contract by ARCC or ARCC staff or agents. This shall not be construed to bar any legal remedies MEMBER may have for ARCC's failure to fulfill its obligation pursuant to this contract.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed, intending to be bound thereby:

ARCC:

Jennifer Smith, Executive Director

MEMBER:

Meeting Date Approved: June 18, 2026

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Kristin Papke
Clerk, Board of Education