

Work Session

Tuesday, October 6, 2026 4:30 PM

917 Board Room, 130 145th Street East, Rosemount, MN 55068

I. MISSION

In partnership with member districts, Intermediate School District 917 provides high quality, equitable and specialized programming to meet the needs of all students.

II. Call to Order - Chair Cindy Nordstrom

III. Conduct Pledge of Allegiance - Chair Cindy Nordstrom

IV. Visitors Opportunity to be Heard - Chair Cindy Nordstrom (*Communications*)

V. Aligning our actions with our values and beliefs (*Integrity*)

V.A.

- Policy

V.A.1. Review Policies – Dr. Brooke Peterson (on behalf of Supt. Dr. Michael Favor) (*Integrity*)

First Reading -

Policy 616 – School District System Accountability

Policy 620 – Credit for Learning

Policy 722 – Public Data and Data Subject Requests

VI. Executive Director of Student Services - Dr. Melissa Schaller (*Stewardship*)

- Bills
- Direct Deposit
- Wire Transfers
- Investment Reports
- Payment Register

VII. Review AR Aging Report – Dr. Melissa Schaller (on behalf of Mark Johns) (*Stewardship*)

VIII. Review Medical Insurance RFP - Dr. Melissa Schaller (on behalf of Mark Johns) (*Stewardship*)

IX. Review 2026-2028 Contracts - Nicole Flesner (*Stewardship*) Custodian

X. Review Assurance of Compliance - Michelle Humphrey (on behalf of Dr. Michael Favor) (*Integrity*)

XI. Review Special Education and Secondary Enrollment Reports - Dr. Melissa Schaller (*Communication*) (These will be brought in to the Board meeting.)

XII. Updates from Student Services - Dr. Melissa Schaller (*Communications*)

XIII. Updates from Member Districts - All

XIV. Adjournment - Chair Cindy Nordstrom



Intermediate School District 917
Purposeful. Personalized. Partners.
1300 145th Street East, Rosemount, MN

55068 (651) 423-8229 *

<http://www.isd917.org>

Dr. Michael Favor

TO: School Board

FROM: Dr. Brooke Peterson

DATE: October 6, 2026

RE: First reading on policies

The policies listed below are for a first reading:

- **Policy 616 School District System Accountability**
- **Policy 620 Credit for Learning**
- **Policy 722 Public Data and Data Subject Requests**

616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

I. PURPOSE

The purpose of this policy is to focus public education strategies on a process that promotes higher academic achievement for all students and ensures community participation in decisions regarding implementation of the Minnesota K-12 Academic Standards and federal law.

II. GENERAL STATEMENT OF POLICY

Implementation of the Minnesota Academic Standards and federal law requires accountability for Minnesota independent school districts. Intermediate School District 917 will support its member school districts which establish a system of transition to the graduation requirements of the Minnesota Academic Standards. The school district also established a system to review and improve instruction, curriculum, and assessment. Intermediate School District 917 is accountable to member districts.

III. DEFINITIONS

- A. ~~(this was moved down to B)~~ “Credit” means ~~a student’s successful completion of an academic year of study or a student’s mastery of the applicable subject matter, as determined by the school district.~~ “Comprehensive achievement and civic readiness” means striving to: meet school readiness goals; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school; and prepare students to be lifelong learners.
- B. “Credit” means a student’s successful completion of an academic year of study or a student’s mastery of the applicable subject matter, as determined by the school district.
- C. ~~“World’s best workforce” means striving to meet school readiness~~

~~goals; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.~~

IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION AND REPORTING

A. Continuous Improvement Plans

1. Each ISD 917 Principal/Assistant Director shall adopt a comprehensive, continuous improvement plan to support and improve learning and teaching that is aligned with the district strategic directions, state and federal regulations.
2. Site Continuous Improvement Plan goals and progress towards those goals will be posted on the district website.

B. System for Reviewing All Instruction and Curriculum.

Incorporated in the process will be analysis of the school district's progress toward implementation of the Minnesota Academic Standards. Instruction and curriculum shall be reviewed and evaluated by taking into account strategies and best practices, student outcomes, principal evaluations under Minnesota Statutes section 123B.147, and teacher evaluations under Minnesota Statutes section 122A.40 or 122A.41.

The Director of Teaching and Learning will establish a curriculum review cycle.

C. Implementation of Graduation Requirements

Intermediate School District 917 follows the guidance of member districts for local graduation requirements or Intermediate School District 917 graduation requirements for Alternative Learning Programs only.

Legal References: 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: ISD 917 Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)

MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 615 (Testing
Accommodations, Modifications, and Exemptions for IEPs,
Section 504 Plans, and LEP Students)

722 PUBLIC DATA AND DATA SUBJECT REQUESTS

I. PURPOSE

The school district recognizes its responsibility relative to the collection, maintenance, and dissemination of public data as provided in state statutes.

II. GENERAL STATEMENT OF POLICY

The school district will comply with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13 (MGDPA), and Minnesota Rules, parts 1205.0100-1205.2000 in responding to requests for public data.

III. DEFINITIONS

A. Confidential Data on Individuals

Data made not public by statute or federal law applicable to the data and are inaccessible to the individual subject of those data.

B. Data on Individuals

All government data in which any individual is or can be identified as the subject of that data, unless the appearance of the name or other identifying data can be clearly demonstrated to be only incidental to the data and the data are not accessed by the name or other identifying data of any individual.

C. Data Practices Compliance Officer

The data practices compliance official is the designated employee of the school district to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems. The responsible authority may be the data practices compliance official.

D. Government Data

All data collected, created, received, maintained or disseminated by any government entity regardless of its physical form, storage media or conditions of use.

E. Individual

“Individual” means a natural person. In the case of a minor or an incapacitated person as defined in Minnesota Statutes, ~~524.5-102, subdivision 6~~ **section 13D.02, subdivision 8**, “individual” includes a parent or guardian or an individual acting as a parent or guardian in the absence of a parent or guardian, except that the responsible authority shall withhold data from parents or guardians, or individuals acting as parents or guardians in the absence of parents or guardians, upon request by the minor if the responsible authority determines that withholding the data would be in the best interest of the minor.

F. Inspection

“Inspection” means the visual inspection of paper and similar types of government data. Inspection does not include printing copies by the school district, unless printing a copy is the only method to provide for inspection of the data. For data stored in electronic form and made available in electronic form on a remote access basis to the public by the school district, inspection includes remote access to the data by the public and the ability to print copies of or download the data on the public’s own computer equipment.

G. Not Public Data

Any government data classified by statute, federal law, or temporary classification as confidential, private, nonpublic, or protected nonpublic.

H. Nonpublic Data

Data not on individuals made by statute or federal law applicable to the data: (a) not accessible to the public; and (b) accessible to the subject, if any, of the data.

I. Private Data on Individuals

Data made by statute or federal law applicable to the data: (a) not public; and (b) accessible to the individual subject of those data.

J. Protected Nonpublic Data

Data not on individuals made by statute or federal law applicable to the data (a) not public and (b) not accessible to the subject of the data.

K. Public Data

All government data collected, created, received, maintained, or disseminated by the school district, unless classified by statute, temporary classification pursuant to statute, or federal law, as nonpublic or protected nonpublic; or, with respect to data on individuals, as private or confidential.

L. Public Data Not on Individuals

Data accessible to the public pursuant to Minnesota Statutes, section 13.03.

M. Public Data on Individuals

Data accessible to the public in accordance with the provisions of Minnesota Statutes, section 13.03.

N. Responsible Authority

The individual designated by the school board as the individual responsible for the collection, use, and dissemination of any set of data on individuals, government data, or summary data, unless otherwise provided by state law. Until an individual is designated by the school board, the responsible authority is the superintendent.

O. Summary Data

Statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify an individual is ascertainable. Unless classified pursuant to Minnesota Statutes, section 13.06, another statute, or federal law, summary data is public.

IV. REQUESTS FOR PUBLIC DATA

A. All requests for public data must be made in writing directed to the responsible authority.

1. A request for public data must include the following information:

- a. Date the request is made;
- b. A clear description of the data requested;
- c. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
- d. Method to contact the requestor (such as phone number, address, or email address).

2. Unless specifically authorized by statute, the school district may not require persons to identify themselves, state a reason for, or justify a request to gain access to public government data. A person may be asked to provide certain identifying or clarifying information for the sole purpose of facilitating access to the data.

3. The identity of the requestor is public, if provided, but cannot be required by the government entity.

4. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.

B. The responsible authority will respond to a data request at reasonable times and places as follows:

1. The responsible authority will notify the requestor in writing as follows:

- a. The requested data does not exist; or
- b. The requested data does exist but either all or a portion of the data is not accessible to the requestor; or

(1) If the responsible authority determines that the requested data is classified so that access to the requestor is denied, the responsible authority shall inform the requestor of the determination either orally or in writing at the time of the request, or in writing as soon after that time as possible, and shall cite the specific statutory section, temporary

classification, or specific provision of federal law on which the denial was based.

(2) Upon the request of a requestor who is denied access to data, the responsible authority shall certify in writing that the request has been denied and cite the specific statutory section, temporary classification, or specific provision of federal law upon which the denial was based.

c. ~~The requested data does exist and provide arrangements for inspection of the data, identify when the data will be available for pickup, or indicate that the data will be sent by mail. If the requestor does not appear at the time and place established for inspection of the data or the data is not picked up within ten (10) business days after the requestor is notified, the school district will conclude that the data is no longer wanted and will consider the request closed.~~ If the school district notifies the requesting person that responsive data or copies are available for inspection or collection, and the requesting person does not inspect the data or collect the copies within five (5) business days of the notification, the school district may suspend any further response to the request until the requesting person inspects the data that has been made available, or collects and pays for the copies that have been produced.

2. The school district's response time may be affected by the size and complexity of the particular request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.

3. The school district will provide an explanation of technical terminology, abbreviations, or acronyms contained in the responsive data on request.

4. The school district is not required by the MGDPA to create or collect new data in response to a data request, or to provide responsive data in a specific form or arrangement if the school district does not keep the data in that form or arrangement.

5. The school district is not required to respond to questions that are not about a particular data request or requests for data in general.

V. REQUEST FOR SUMMARY DATA

A. A request for the preparation of summary data shall be made in writing directed to the responsible authority.

1. A request for the preparation of summary data must include the following information:

a. Date the request is made;

b. A clear description of the data requested;

c. Identify the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and

d. Method to contact requestor (phone number, address, or email address).

B. The responsible authority will respond within ten (10) business days of the receipt of a request to prepare summary data and inform the requestor of the following:

1. The estimated costs of preparing the summary data, if any; and

2. The summary data requested; or

3. A written statement describing a time schedule for preparing the requested summary data, including reasons for any time delays; or

4. A written statement describing the reasons why the responsible authority has determined that the requestor's access would compromise the private or confidential data.

C. The school district may require the requestor to pre-pay all or a portion of the cost of creating the summary data before the school district begins to prepare the summary data.

VI. DATA BY **ABOUT** AN INDIVIDUAL DATA SUBJECT

A. ~~Private or confidential data on an individual shall not be collected, stored, used or disseminated by the school district for any purposes other than those stated to the individual at the time of collection in accordance with Minnesota Statutes section 13.04, except as provided in Minnesota Statutes section 13.05, subdivision 4.~~ **Collection and storage of all data on individuals and the use and dissemination of private and confidential data on individuals shall be limited to that necessary for the administration and management of programs specifically authorized by the legislature or local governing body or mandated by the federal government.**

B. ~~Upon request to the responsible authority or designee, an individual shall be informed whether the individual is the subject of stored data on individuals, and whether it is classified as public, private, or confidential. Upon further request, an individual who is the subject of stored private or public data on individuals shall be shown the data without any charge and, if desired, shall be informed of the content and meaning of that data.~~ **Private or confidential data on an individual shall not be collected, stored, used, or disseminated by the school district for any purposes other than those stated to the individual at the time of collection in accordance with Minnesota Statutes section 13.04, except as provided in Minnesota Statutes, section 13.05, subdivision 4.**

C. ~~After an individual has been shown the private data and informed of its meaning, the data need not be disclosed to that individual for six months thereafter unless a dispute or action pursuant to this section is pending or additional data on the individual has been collected or created.~~ **Upon request to the responsible authority or designee, an individual shall be informed whether the individual is the subject of stored data on individuals, and whether it is classified as public, private or confidential. Upon further request, an individual who is the subject of stored private or public data on individuals shall be shown the data without any charge and, if desired, shall be informed of the content and meaning of that data.**

D. ~~The responsible authority or designee shall provide copies of the private or public data upon request by the individual subject of the data. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.~~ **After an individual has been shown the private data and informed of its meaning, the data need not be disclosed to that individual for six (6) months**

thereafter unless a dispute or action pursuant to this section is pending or additional data on the individual has been collected or created.

E. ~~The responsible authority or designee shall comply immediately, if possible, with any request made pursuant to this subdivision, or within ten days of the date of the request, excluding Saturdays, Sundays and legal holidays, if immediate compliance is not possible. The responsible authority or designee shall provide copies of the private or public data upon request by the individual subject of the data. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.~~

F. ~~An individual subject of the data may contest the accuracy or completeness of public or private data. To exercise this right, an individual shall notify in writing the responsible authority describing the nature of the disagreement. The responsible authority shall within 30 days either: (1) correct the data found to be inaccurate or incomplete and attempt to notify past recipients of inaccurate or incomplete data, including recipient named by the individual; or (2) notify the individual that the authority believes the data to be correct. Data in dispute shall be disclosed only if the individual's statement of disagreement is included with the disclosed data.~~ The responsible authority or designee shall comply immediately, if possible, with any request made pursuant to this subdivision, or within ten (10) days of the date of the request, excluding Saturdays, Sundays and legal holidays, if immediate compliance is not possible.

G. ~~The determination of the responsible authority may be appealed pursuant to the provisions of the Administrative Procedure Act relation to contested cases. Upon receipt of an appeal by an individual, the commissioner shall, before issuing the order and notice of a contested case hearing required by Minnesota Statutes chapter 14, try to resolve the dispute through education, conference, conciliation, or persuasion. If the parties consent, the commissioner may refer the matter to mediation. Following these efforts, the commissioner shall dismiss the appeal or issue the order and notice of hearing.~~ An individual subject of the data may contest the accuracy or completeness of public or private data. To exercise this right, an individual shall notify in writing the responsible authority describing the nature of the disagreement. The responsible authority shall within thirty (30) days either: (1) correct the data found to be inaccurate or incomplete and attempt to notify past recipients of inaccurate or incomplete data, including recipients named by the individual; or (2) notify the individual that the authority believes the data

to be correct. Data in dispute shall be disclosed only if the individual's statement of disagreement is included with the disclosed data.

H. ~~Data on individuals that have been successfully challenged by an individual must be completed, corrected, or destroyed by a government entity without regard to the requirements of Minnesota statutes section 138.17.~~ The determination of the responsible authority may be appealed by a data subject pursuant to the provisions of the Administrative Procedure Act relating to contested cases. Upon receipt of an appeal by an individual, the Commissioner of the Minnesota Department of Administration ("Commissioner") shall, before issuing the order and notice of a contested case hearing required by Minnesota Statutes, chapter 14, try to resolve the dispute through education, conference, conciliation, or persuasion. If the parties consent, the Commissioner may refer the matter to mediation. Following these efforts, the Commissioner shall dismiss the appeal or issue the order and notice of hearing.

I. ~~After completing, correcting, or destroying successfully challenged data, the school district may retain a copy of the commissioner of administration's order issued under Minnesota Statutes chapter 14 or, if no order were issued, a summary of the dispute between the parties that does not contain any particulars of the successfully challenged data.~~ Data on individuals that have been successfully challenged by an individual must be completed, corrected, or destroyed by a government entity without regard to the requirements of Minnesota Statutes, section 138.17.

J. After completing, correcting, or destroying successfully challenged data, the school district may retain a copy of the Commissioner's order issued under Minnesota Statutes, chapter 14 or, if no order were issued, a summary of the dispute between the parties that does not contain any particulars of the successfully challenged data.

VII. REQUESTS FOR DATA BY AN INDIVIDUAL SUBJECT OF THE DATA

A. All requests for individual subject data must be made in writing directed to the responsible authority.

B. A request for individual subject data must include the following information:

1. Statement that one is making a request as a data subject for data about the individual or about a student for whom the individual is the parent or guardian;

2. Date the request is made;
 3. A clear description of the data requested;
 4. Proof that the individual is the data subject or the data subject's parent or guardian;
 5. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
 6. Method to contact the requestor (such as phone number, address, or email address).
- C. The identity of the requestor of private data is private.
- D. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.
- E. ~~—Policy 515 (Protection and Privacy of Pupil Records) addresses requests of students or their parents or guardians for educational records and data.~~ The school district's Protection and Privacy of Pupil Records policy addresses requests of students or their parents for educational records and data.

VIII. COSTS

A. Public Data

1. The school district will charge for copies provided as follows:
 - a. One hundred (100) or fewer pages of black and white, letter or legal sized paper copies will be charged at twenty-five (25) cents for a one-sided copy or fifty (50) cents for a two-sided copy.
 - b. More than one hundred (100) pages or copies of other materials are charged based upon the actual cost of searching for and retrieving the data and making the copies or electronically sending the data, unless the cost is specifically set by statute or rule.
 - (1) The actual cost of making copies includes employee time, the cost of the materials onto which

the data is copied (paper, CD, DVD, etc.), and mailing costs (if any).

(2) Also, if the school district does not have the capacity to make the copies, e.g., photographs, the actual cost paid by the school district to an outside vendor will be charged.

2. All charges must be paid for **in cash or by check** in advance of receiving the copies.

B. Summary Data

1. Any costs incurred in the preparation of summary data shall be paid by the requestor prior to preparing or supplying the summary data.

2. The school district may assess costs associated with the preparation of summary data as follows:

a. The cost of materials, including paper, the cost of the labor required to prepare the copies, any schedule of standard copying charges established by the school district, any special costs necessary to produce such copies from a machine-based record-keeping system, including computers and microfilm systems;

b. The school district may consider the reasonable value of the summary data prepared and, where appropriate, reduce the costs assessed to the requestor.

c. Data Belonging to an Individual Subject

1. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.

The responsible authority shall not charge the data subject any fee in those instances where the data subject only desires to view private data.

The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.

Based on the factors set forth in Minnesota Rule, 1205.0300, subpart 4, the school district determines that a reasonable fee would be the charges set forth in Paragraph VIII.A of this policy that apply to requests for data by the public.

2. The school district may not charge a fee to search for or to retrieve educational records of a child with a disability by the child's parent or guardian or by the child upon the child reaching the age of majority.

IX. Safe at Home Participants and Data Privacy

Prohibition of Discrimination

The school district must not, on the basis of an individual's status as an Address Confidentiality Program participant where a reasonable person, considering all the circumstances, would conclude that the refusal, different terms or requirements, or other action was motivated by the individual's status as a program participant rather than by a legitimate, nondiscriminatory business purpose, safety or operational concern, or a requirement of federal or state law:

- A. refuse to provide education services to an individual;
- B. provide services to an individual on different terms or with different requirements than an individual who is not a program participant; or
- C. otherwise discriminate against an individual.

x. Annual Review and Posting

- A. The responsible authority shall prepare a written data access policy and a written policy for the rights of data subjects (including specific procedures the school district uses for access by the data subject to public or private data on individuals). The responsible authority shall update the policies no later than August 1 of each year, and at any other time as necessary to reflect changes in personnel, procedures, or other circumstances that impact the public's ability to access data.
- B. Copies of the policies shall be easily available to the public by distributing free copies to the public or by posting the policies in a conspicuous place within the school district that is easily accessible to the public or by posting them on the school district's website.

Data Practices Contacts

Responsible Authority:

Superintendent
1300 145th Street East,
Rosemount, MN 55068
651-423-8226

Data Practices Compliance Official:

Director of Finance
1300 145th Street East,
Rosemount, MN 55068
651-423-8227

Data Practices Designee(s):

HR Coordinator
1300 145th Street East, Rosemount, MN 55068
651-423-8652

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

Minn. Stat. § 13.01 (Government Data)

Minn. Stat. § 13.02 (Definitions)

Minn. Stat. § 13.025 (Government Entity Obligation)

Minn. Stat. § 13.03 (Access to Government Data)

Minn. Stat. § 13.04 (Rights of Subjects to Data)

Minn. Stat. § 13.05 (Duties of Responsible Authority)

Minn. Stat. § 13.32 (Educational Data)

Minn. Rules Part 1205.0300 (Access to Public Data)

Minn. Rules Part 1205.0400 (Access to Private Data)

Cross References: MSBA/MASA Model Policy 406 (Public and Private Personnel Data)

MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

Resources: MN Department of Administration: [*Actual Cost*](#)

MN Department of Administration: [Copy Costs](#)

MN Department of Administration: [Education Data](#)

620 CREDIT FOR LEARNING

I. PURPOSE

This policy recognizes student achievement that occurs in postsecondary enrollment options and other advanced enrichment programs. This policy also recognizes student achievement in other schools, alternative learning sites, and out-of-school experiences such as community organizations, work-based learning, and other educational activities and opportunities. This policy addresses the transfer of student credit from out-of-state, private, or home schools and online learning programs and how the school district will recognize student achievement obtained outside of the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to provide a process for awarding students credit toward graduation requirements for credits and grades students complete in other schools, postsecondary or higher education institutions, other learning environments, and online courses and programs.

III. DEFINITIONS

- A. “Accredited school” means a school that is accredited by an accrediting agency, recognized according to Minnesota Statutes section 123B.445 or recognized by the Commissioner of the Minnesota Department of Education (Commissioner).
- B. “Concurrent enrollment” means nonsectarian courses in which an eligible pupil under Minnesota Statutes, section 124D.095, subdivision 5 or 5b enrolls to earn both secondary and postsecondary credits, are taught by a secondary teacher or a postsecondary faculty member, and are offered at a high school for which the district is eligible to receive concurrent enrollment program aid under Minnesota Statutes, section 124d.091.

- C. “Course” means a course or program.
- D. “Eligible institution” means a Minnesota public postsecondary institution, a private, nonprofit two-year trade and technical school granting associate degrees, an opportunities industrialization center accredited by an accreditor recognized by the United States Department of Education, or a private, residential, two-year or four-year, liberal arts, degree-granting college or university located in Minnesota. An eligible institution must not require a faith statement from a secondary student seeking to enroll in a postsecondary course under this section during the application process or base any part of the admission decision on a student’s race, creed, ethnicity, disability, gender, or sexual orientation or religious beliefs or affiliations.
- E. “Nonpublic school” is a private school or home school in which a child is provided instruction in compliance with the Minnesota compulsory attendance laws.

IV. TRANSFER OF CREDIT FROM OTHER SCHOOLS

- A. Transfer of Academic Requirements from Other Minnesota Public Secondary Schools
 - 1. The school district will accept and transfer secondary credits and grades awarded to a student from another Minnesota public secondary school upon presentation of a certified transcript from the transferring public secondary school evidencing the course taken and the grade and credit awarded.
- B. Transfer of Academic Requirements from Other Schools
 - 1. The school district will accept secondary credits and grades awarded to a student for courses successfully completed at a public school outside of Minnesota or an accredited nonpublic school upon presentation of a certified transcript from the transferring public school in another state or nonpublic school evidencing the course taken and the grade and credit awarded.
 - a. When a determination is made that the content of the course aligns directly with school district graduation

requirements, the student will be awarded commensurate credits and grades.

b. ~~In the event the content of a course taken at an accredited nonpublic school or public school in another state does not fully align with the content of the school district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements. Credit that does not fully align with the school district's high school graduation requirements will not be used to compute honor roll and/or class rank.~~

C. In the event the content of a course taken at an accredited nonpublic school or public school in another state does not fully align with the content of the school district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements.

2. Students transferring from a non-accredited, nonpublic school shall receive credit from the school district upon presentation of a transcript or other documentation evidencing the course taken and grade and credit awarded.

a. Students will be required to provide copies of course descriptions, syllabi, or work samples for determination of appropriate credit. In addition, students may be asked to participate in interviews/conferences with the student and/or the student's parent/guardian and/or a former administrator or teacher; review the student's entire curriculum record at the nonpublic school; and review the student's complete record of academic achievement.

b. Where the school district determines that a course completed by a student at a non-accredited, nonpublic school is commensurate with school district graduation

requirements, credit shall be awarded, but the grade shall be “P” (pass).

- c. In the event the content of a course taken at a non-accredited, nonpublic school does not fully align with the content of the school district’s high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements.

D. If no comparable course is offered by the school district for which local high school graduation credit would be provided, we would provide an elective credit.

- C. A student must provide the school with a copy of the student’s grades in each course taken for secondary credit under this policy, including interim or nonfinal grades earned during the academic term.

V. POSTSECONDARY ENROLLMENT CREDIT

- A. A student who satisfactorily completes a postsecondary enrollment options course or program under Minnesota Statutes section 124D.09 that has been approved as meeting the necessary requirements is not required to complete other requirements of the academic standards corresponding to that specific rigorous course of study.
- B. Secondary credits granted to a student through a postsecondary enrollment options course or program must be counted toward the graduation and subject area requirements of the district.
 - 1. Course credit will be considered by the school district only upon presentation of a certified transcript from an eligible institution evidencing the course taken and the grade and credit awarded.
 - 2. Seven (7) quarter or four (4) semester postsecondary credits shall equal at least one full year of high school credit. Fewer postsecondary credits may be prorated.
 - 3. When a determination is made that the content of the

postsecondary course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.

4. In the event the content of the postsecondary course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.
 5. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner, who shall determine the number of credits that shall be granted to a student.
 6. When secondary credit is granted for postsecondary credits taken by a student, the school district will record those credits on the student's transcript as credits earned at a postsecondary institution.
- C. A list of the courses or programs meeting the necessary requirements may be obtained from the school district.
- D. By the earlier of (1) three weeks prior to the date by which a student must register for district courses for the following school year, or (2) March 1 of each year, the school district must provide up-to-date information on the district's website and in materials that are distributed to parents/guardians and students about the program, including information about enrollment requirements and the ability to earn postsecondary credit to all pupils in grades 8, 9, 10, and 11. To assist the school district in planning, a pupil must inform the district by October 30 or May 30 of each year of the pupil's intent to enroll in postsecondary courses during the following academic term. A pupil is bound by notifying or not notifying the district by October 30 or May 30.
- E. Postsecondary institutions must notify a pupil's school as soon as practicable if the pupil withdraws from the enrolled course. The institution must also notify the pupil's school as soon as practicable

if the pupil has been absent from a course for ten (10) consecutive days on which classes are held, based on the postsecondary institution's academic calendar, and the pupil is not receiving instruction in their home or hospital or other facility.

VI. CREDIT FOR EMPLOYMENT WITH HEALTH CARE PROVIDERS

Consistent with the career and technical pathways program, a student in grade 11 or 12 who is employed by an institutional long-term care or licensed assisted living facility, a home and community-based services and supports provider, a hospital or health system clinic, or a child care center may earn up to two elective credits each year toward graduation under Minnesota Statutes, section 120B.024, subdivision 1, paragraph (a), clause (8), at the discretion of the enrolling school district. A student may earn one elective credit for every 350 hours worked, including hours worked during summer. A student who is employed by an eligible employer must submit an application, in the form or manner required by the school district, for elective credit to the school district in order to receive elective credit. The school district must verify the hours worked with the employer before awarding elective credit.

VII. ADVANCED ACADEMIC CREDIT

- A. The school district will grant academic credit to a student attending an accelerated or advanced academic course offered by a higher education institution or a nonprofit public agency, other than the school district.
- B. Course credit will be considered only upon official documentation from the higher education institution or nonprofit public agency that the student successfully completed the course attended and passed an examination approved by the school district.
- C. When a determination is made that the content of the advanced academic course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.
- D. In the event the content of the advanced academic course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the

school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.

- E. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner and request a determination of the number of credits that shall be granted to a student.

VIII. WEIGHTED GRADES

[NOTE: School districts must identify in policy whether they offer courses with weighted grades. Therefore, school districts must include one of the following options in their policies. A school board must adopt an identical policy regarding weighted grade point averages for credits earned via postsecondary coursework as it gives to credits earned via concurrent enrollment coursework.]

- A. The school district does not offer weighted grades.**

IX. PROCESS FOR AWARDING CREDIT

- A. The building principal will be responsible for carrying out the process to award credits and grades pursuant to this policy. The building principal will notify students in writing of the decision as to how credits and grades will be awarded.
- B. A student or the student's parent or guardian may seek reconsideration of the decision by the building principal as to credits and/or grades awarded upon request of a student or the student's parent or guardian if the request is made in writing to the superintendent within five school days of the date of the building principal's decision. The request should set forth the credit and/or grade requested and the reason(s) why credit(s)/grade(s) should be provided as requested. Any pertinent documentation in support of the request should be submitted.
- C. The decision of the superintendent as to the award of credits or grades shall be a final decision by the school district and shall not be appealable by the student or student's parent or guardian except as set forth in Section IX.D. below.

- D. If a student disputes the number of credits granted by the school district for a particular postsecondary enrollment course, or advanced academic credit course, the student may appeal the school district's decision to the Commissioner. The decision of the Commissioner shall be final.
- E. At any time during the process, the building principal or superintendent may ask for course descriptions, syllabi, or work samples from a course where content of the course is in question for purposes of determining alignment with graduation requirements or the number of credits to be granted. Students will not be provided credit until requested documentation is available for review, if requested.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement; Striving for the World's Best Workforce)
Minn. Stat. § 120B.14 (Advanced Academic Credit)
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.445 (Nonpublic Education Council)
Minn. Stat. § 124D.03, Subd. 9 (Enrollment Options Program)
Minn. Stat. § 124D.09 (Postsecondary Enrollment Options Act)
Minn. Stat. § 124D.094 (Online Instruction Act)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0820 Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501-1410 (Academic Standards for Physical Education)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)

MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)

MSBA/MASA Model Policy 613 (Graduation Requirements)

MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)

MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)

MSBA/MASA Model Policy 616 (School District System Accountability)

MSBA/MASA Model Policy 618 (Assessment of Student Achievement)

AGA FRANEK, PAYROLL SPECIALIST

PLEASE APPROVE NET PAYROLL FOR:

08/31/2026 DIRECT DEPOSITS REGULAR PAY (PR604)	\$	596,162.92
08/31/2026 DIRECT DEPOSITS SUMMER PAYS (PR5S4)	\$	160,946.39
08/31/2026 DIRECT DEPOSITS SUMMER EXTRA HRS PAY (PR6E4)	\$	60,307.04

NET PAYROLL

\$ 817,416.35

Authorized Signature

Mark John

Date

8/28/26

Intermediate School District 917
School Board Report
Consolidate Investments (General & Building)

	MSDLAF: Liquid				MSDLAF: +Max				FY27 Total		Prior Year Total	
	Net Inflows / Outflows	Interest	Ending Balance	Monthly Yield	Net Inflows / Outflows	Interest	Ending Balance	Monthly Yield	Ending Balance	Interest	Ending Balance	Interest
			11,729				12,781,155		13,905,910		13,249,473	
Jul	-	35	11,764	3.51%	(750,000)	39,709	12,070,864	3.60%	12,082,628	39,744	12,797,116	47,643
Aug	-	35	11,799	3.52%	-	37,172	12,108,036	3.63%	12,119,835	37,207	12,843,102	45,987
Sep	-	-	-	0.00%	-	-	-	0.00%	-	-	16,396,569	53,466
Oct	-	-	-	0.00%	-	-	-	0.00%	-	-	15,453,218	56,649
Nov	-	-	-	0.00%	-	-	-	0.00%	-	-	14,001,033	47,815
Dec	-	-	-	0.00%	-	-	-	0.00%	-	-	13,045,646	44,613
Jan	-	-	-	0.00%	-	-	-	0.00%	-	-	12,334,564	38,918
Feb	-	-	-	0.00%	-	-	-	0.00%	-	-	13,622,316	37,752
Mar	-	-	-	0.00%	-	-	-	0.00%	-	-	13,664,004	41,688
Apr	-	-	-	0.00%	-	-	-	0.00%	-	-	16,455,887	41,883
May	-	-	-	0.00%	-	-	-	0.00%	-	-	14,504,182	48,295
Jun	-	-	-	0.00%	-	-	-	0.00%	-	-	12,792,884	38,702
Total												
FY 27	-	70	11,799		(750,000)	76,881	12,108,036		12,119,835	76,951	12,843,102	543,411

AGA FRANEK, PAYROLL SPECIALIST

PLEASE APPROVE NET PAYROLL FOR:

09/15/2026 DIRECT DEPOSITS REGULAR PAY (PR605) \$ 923,232.18

NET PAYROLL

\$ 923,232.18

Authorized Signature Mark John Date 9/15/2026

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL	DESCRIPTION
1910483	09/01/2026	CENTERPOINT ENERGY	R	107.91	ACCOUNTS PAYABLE CHECK
1910484	09/01/2026	CITY OF INVER GROVE HTS	R	759.66	ACCOUNTS PAYABLE CHECK
1910485	09/02/2026	WISCONSIN SCTF	R	244.00	ACCOUNTS PAYABLE CHECK
1910486	09/02/2026	FTC	R	350.00	ACCOUNTS PAYABLE CHECK
1910487	09/02/2026	GURSTEL LAW FIRM P.C.	R	602.62	ACCOUNTS PAYABLE CHECK
1910488	09/02/2026	WISCONSIN SCTF	R	65.00	ACCOUNTS PAYABLE CHECK
1910489	09/02/2026	WISCONSIN SCTF	R	743.50	ACCOUNTS PAYABLE CHECK
1910490	09/08/2026	ARVIG ENTERPRISES, INC	R	1,867.95	ACCOUNTS PAYABLE CHECK
1910491	09/08/2026	OUTDOOR IMAGES, INC	R	1,504.80	ACCOUNTS PAYABLE CHECK
1910492	09/14/2026	BRIGHTWORKS	R	73.14	ACCOUNTS PAYABLE CHECK
1910493	09/14/2026	CUB FOODS - ROSEMOUNT	R	11.97	ACCOUNTS PAYABLE CHECK
1910494	09/14/2026	THE HANOVER INSURANCE GROUP	R	21,976.67	ACCOUNTS PAYABLE CHECK
1910495	09/14/2026	HOSANNA CHURCH	R	1,200.00	ACCOUNTS PAYABLE CHECK
1910496	09/14/2026	IDENTISYS INC	R	405.57	ACCOUNTS PAYABLE CHECK
1910497	09/14/2026	INNOVATIVE OFFICE SOLUTIONS	R	15,773.68	ACCOUNTS PAYABLE CHECK
1910498	09/16/2026	WISCONSIN SCTF	R	987.50	ACCOUNTS PAYABLE CHECK
1910499	09/16/2026	FTC	R	350.00	ACCOUNTS PAYABLE CHECK
1910500	09/16/2026	GURSTEL LAW FIRM P.C.	R	602.62	ACCOUNTS PAYABLE CHECK
1910501	09/16/2026	O.P.E.I.U., LOCAL 12	R	466.74	ACCOUNTS PAYABLE CHECK
1910502	09/16/2026	WOOD COUNTY CLERK OF COURTS	R	50.00	ACCOUNTS PAYABLE CHECK
1910503	09/17/2026	1000 PETALS LLC	R	5,700.00	ACCOUNTS PAYABLE CHECK
1910504	09/17/2026	AFRICAN AMERICAN LEADERSHIP COUNCIL	R	200.00	ACCOUNTS PAYABLE CHECK
1910505	09/17/2026	CITY OF ROSEMOUNT	R	3,890.71	ACCOUNTS PAYABLE CHECK
1910506	09/17/2026	THE HANOVER INSURANCE GROUP	R	1,238.00	ACCOUNTS PAYABLE CHECK
1910507	09/17/2026	NESSIM AND ASSOCIATES	R	120.00	ACCOUNTS PAYABLE CHECK
1910508	09/23/2026	BRIGHTWORKS	R	1,500.00	ACCOUNTS PAYABLE CHECK
1910509	09/23/2026	MN HISTORICAL SOCIETY	R	25.00	ACCOUNTS PAYABLE CHECK
1910510	09/23/2026	MN SCHOOL BOARDS ASSN	R	10,090.00	ACCOUNTS PAYABLE CHECK
1910511	09/23/2026	SOUTH CENTRAL SERVICE COOPERATIVE	R	400.00	ACCOUNTS PAYABLE CHECK
V775670	09/10/2026	AMAZON CAPITAL SERVICES	V	0.00	VOID: MULTI STUB VOUCHER
V775671	09/10/2026	AMAZON CAPITAL SERVICES	R	9,468.69	ACCOUNTS PAYABLE VOUCHER
V775672	09/10/2026	AI TECHNOLOGIES, LLC	R	3,465.66	ACCOUNTS PAYABLE VOUCHER
V775673	09/10/2026	BENEFIT EXTRAS, INC	R	531.49	ACCOUNTS PAYABLE VOUCHER
V775674	09/10/2026	BURMAX	R	80.54	ACCOUNTS PAYABLE VOUCHER
V775675	09/10/2026	MENARDS	R	57.24	ACCOUNTS PAYABLE VOUCHER
V775676	09/10/2026	MN ENERGY RESOURCES CORPORATION	R	98.66	ACCOUNTS PAYABLE VOUCHER
V775677	09/10/2026	MRI INTERMEDIATE HOLDINGS, LLC	R	339.50	ACCOUNTS PAYABLE VOUCHER
V775678	09/10/2026	NOVA EDUCATION CONSULTANTS	R	23,021.25	ACCOUNTS PAYABLE VOUCHER
V775679	09/10/2026	SECURLY, INC	R	5,675.00	ACCOUNTS PAYABLE VOUCHER
V775680	09/10/2026	TEACHING STRATEGIES, LLC	R	362.60	ACCOUNTS PAYABLE VOUCHER
V775681	09/10/2026	UNITED HEALTHCARE SERVICES, INC	R	150.00	ACCOUNTS PAYABLE VOUCHER
V775682	09/10/2026	WEAVING CULTURES, LLC	R	122.73	ACCOUNTS PAYABLE VOUCHER
V775683	09/10/2026	XCEL ENERGY	R	4,554.49	ACCOUNTS PAYABLE VOUCHER
V4003272	09/10/2026	AMERGIS	V	0.00	VOID: MULTI STUB VOUCHER
V4003273	09/10/2026	AMERGIS	R	16,961.48	ACCOUNTS PAYABLE VOUCHER
V4003274	09/10/2026	AMERICAN FLOOR MATS	R	3,253.81	ACCOUNTS PAYABLE VOUCHER
V4003275	09/10/2026	ANCHOR PAPER	R	3,156.00	ACCOUNTS PAYABLE VOUCHER
V4003276	09/10/2026	BAYADA HOME HEALTH CARE	R	1,572.00	ACCOUNTS PAYABLE VOUCHER
V4003277	09/10/2026	WELLS FARGO	R	5,033.23	ACCOUNTS PAYABLE VOUCHER
V4003278	09/10/2026	OPENAI	R	20.00	ACCOUNTS PAYABLE VOUCHER
V4003279	09/10/2026	CITY OF APPLE VALLEY	R	746.00	ACCOUNTS PAYABLE VOUCHER
V4003280	09/10/2026	DELEGARD TOOL CO	R	3,632.53	ACCOUNTS PAYABLE VOUCHER
V4003281	09/10/2026	DICK'S SANITATION-LAKEVILLE	R	134.55	ACCOUNTS PAYABLE VOUCHER
V4003282	09/10/2026	DIGITAL INSPIRATION	R	149.85	ACCOUNTS PAYABLE VOUCHER
V4003283	09/10/2026	ENABLING DEVICES	R	101.80	ACCOUNTS PAYABLE VOUCHER
V4003284	09/10/2026	EVENTBRITE	R	300.00	ACCOUNTS PAYABLE VOUCHER
V4003285	09/10/2026	GOOGLE HQ	R	2,420.46	ACCOUNTS PAYABLE VOUCHER

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL	DESCRIPTION
V4003286	09/10/2026	HEARTCERT	R	2,100.00	ACCOUNTS PAYABLE VOUCHER
V4003287	09/10/2026	INDEED, INC	R	2,332.10	ACCOUNTS PAYABLE VOUCHER
V4003288	09/10/2026	INNOVATIVE OFFICE SOLUTIONS	R	1,877.06	ACCOUNTS PAYABLE VOUCHER
V4003289	09/10/2026	KEYSTONE INTERPRETING SOLUTIONS INC	R	3,835.61	ACCOUNTS PAYABLE VOUCHER
V4003290	09/10/2026	MADDEN BROTHERS, INC	R	2,072.32	ACCOUNTS PAYABLE VOUCHER
V4003291	09/10/2026	MAKESTICKERS	R	157.87	ACCOUNTS PAYABLE VOUCHER
V4003292	09/10/2026	MASE	R	2,881.00	ACCOUNTS PAYABLE VOUCHER
V4003293	09/10/2026	MASPA/STATE NEGOTIATORS	R	293.85	ACCOUNTS PAYABLE VOUCHER
V4003294	09/10/2026	MODULARHOSE.COM	R	84.00	ACCOUNTS PAYABLE VOUCHER
V4003295	09/10/2026	OPEN UP RESOURCES	R	7,461.00	ACCOUNTS PAYABLE VOUCHER
V4003296	09/10/2026	PRIOHEALTH	R	149.00	ACCOUNTS PAYABLE VOUCHER
V4003297	09/10/2026	REDCORT SOFTWARE INC	R	370.00	ACCOUNTS PAYABLE VOUCHER
V4003298	09/10/2026	RIFTON EQ/COMMUNITY PRODUCTS LLC	R	11,510.00	ACCOUNTS PAYABLE VOUCHER
V4003299	09/10/2026	ROSEMOUNT AUTO SERVICE	R	405.04	ACCOUNTS PAYABLE VOUCHER
V4003300	09/10/2026	ROSEMOUNT PARKS & RECREATION	R	508.00	ACCOUNTS PAYABLE VOUCHER
V4003301	09/10/2026	SCHOLASTIC CLASSROOM MAGAZINES	R	41.25	ACCOUNTS PAYABLE VOUCHER
V4003302	09/10/2026	SCHOOL SPECIALTY, LLC	R	315.49	ACCOUNTS PAYABLE VOUCHER
V4003303	09/10/2026	ST PAUL PIONEER PRESS	R	28.03	ACCOUNTS PAYABLE VOUCHER
V4003304	09/10/2026	ST PAUL PUBLISHING COMPANY	R	260.46	ACCOUNTS PAYABLE VOUCHER
V4003305	09/10/2026	SUMMIT FIRE PROTECTION	R	2,207.00	ACCOUNTS PAYABLE VOUCHER
V4003306	09/10/2026	SUPER DUPER SCHOOL CO	R	438.44	ACCOUNTS PAYABLE VOUCHER
V4003307	09/10/2026	SUPPORTING SUCCESS F/CHILDREN W/HEA	R	45.98	ACCOUNTS PAYABLE VOUCHER
V4003308	09/10/2026	SUN AUTO TIRE & SERVICE	R	941.75	ACCOUNTS PAYABLE VOUCHER
V4003309	09/10/2026	THE MASTER TEACHER, INC.	R	1,740.00	ACCOUNTS PAYABLE VOUCHER
V4003310	09/10/2026	ULINE	R	4,405.62	ACCOUNTS PAYABLE VOUCHER
V4003311	09/10/2026	UNIVERSAL CLEANING SERVICES	R	10,727.59	ACCOUNTS PAYABLE VOUCHER
V4003312	09/10/2026	VERIZON WIRELESS	R	890.24	ACCOUNTS PAYABLE VOUCHER
V4003313	09/10/2026	VITAMINK12, LLC	R	1,000.00	ACCOUNTS PAYABLE VOUCHER
V4003314	09/10/2026	WALMART	R	161.48	ACCOUNTS PAYABLE VOUCHER
V6609597	09/16/2026	ANN CATHERINE ALLEN	R	155.04	ACCOUNTS PAYABLE VOUCHER
V6609598	09/16/2026	MELISSA L ARMBRUST	R	255.36	ACCOUNTS PAYABLE VOUCHER
V6609599	09/16/2026	KIM MARIE AUSTIN	R	123.12	ACCOUNTS PAYABLE VOUCHER
V6609600	09/16/2026	TREVOR R BAILEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6609601	09/16/2026	JODY A BAUER	R	22.04	ACCOUNTS PAYABLE VOUCHER
V6609602	09/16/2026	STEPHANIE BETLEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6609603	09/16/2026	MICHAEL JASON BIBRO	R	382.60	ACCOUNTS PAYABLE VOUCHER
V6609604	09/16/2026	JULIE BLACK	R	88.92	ACCOUNTS PAYABLE VOUCHER
V6609605	09/16/2026	AMANDA JO BOEHMER	R	204.67	ACCOUNTS PAYABLE VOUCHER
V6609606	09/16/2026	MELISSA A BRATENG	R	214.34	ACCOUNTS PAYABLE VOUCHER
V6609607	09/16/2026	CHRISTINE KLECATSKY CHESSLER	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6609608	09/16/2026	LESLEY ANNE CHESTER	R	19.76	ACCOUNTS PAYABLE VOUCHER
V6609609	09/16/2026	KYLE R CHRISTENSEN	R	11.40	ACCOUNTS PAYABLE VOUCHER
V6609610	09/16/2026	EMILY MARGARET MATULA	R	111.72	ACCOUNTS PAYABLE VOUCHER
V6609611	09/16/2026	LAWRENCE L COLEMAN	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6609612	09/16/2026	CRAIG ALAN CURTIS	R	455.56	ACCOUNTS PAYABLE VOUCHER
V6609613	09/16/2026	JEANNE MARIE D'ALOIA	R	115.84	ACCOUNTS PAYABLE VOUCHER
V6609614	09/16/2026	MARY KAY DISTAD	R	10.64	ACCOUNTS PAYABLE VOUCHER
V6609615	09/16/2026	AMANDA R ECKRE	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6609616	09/16/2026	JACOB REED EDLUND	R	10.72	ACCOUNTS PAYABLE VOUCHER
V6609617	09/16/2026	LISA A EHRLINGER	R	28.88	ACCOUNTS PAYABLE VOUCHER
V6609618	09/16/2026	SHAE K ELLIOTT	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6609619	09/16/2026	RENATE A EMMER	R	51.68	ACCOUNTS PAYABLE VOUCHER
V6609620	09/16/2026	JENS C ERICKSON	R	22.04	ACCOUNTS PAYABLE VOUCHER
V6609621	09/16/2026	MICHAEL LEONARD FAVOR	R	110.96	ACCOUNTS PAYABLE VOUCHER
V6609622	09/16/2026	ANTANAYA S FERGUSON	R	26.22	ACCOUNTS PAYABLE VOUCHER
V6609623	09/16/2026	KATHERINE J FILAS	R	6.84	ACCOUNTS PAYABLE VOUCHER
V6609624	09/16/2026	NICOLE K FLESNER	R	90.00	ACCOUNTS PAYABLE VOUCHER

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL	DESCRIPTION
V6609625	09/16/2026	AGNIESZKA FRANEK	R	15.20	ACCOUNTS PAYABLE VOUCHER
V6609626	09/16/2026	SHERILYN FAYE FRISQUE	R	439.44	ACCOUNTS PAYABLE VOUCHER
V6609627	09/16/2026	ADAM R GHORMLEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6609628	09/16/2026	CHERYL ANN GODFREY	R	15.20	ACCOUNTS PAYABLE VOUCHER
V6609629	09/16/2026	BRITNEY A GREELEY	R	47.88	ACCOUNTS PAYABLE VOUCHER
V6609630	09/16/2026	CARA L GROHN	R	22.04	ACCOUNTS PAYABLE VOUCHER
V6609631	09/16/2026	SARA ELIZABETH GROVE	R	40.28	ACCOUNTS PAYABLE VOUCHER
V6609632	09/16/2026	MEGAN KRISTINE HAROLDSON	R	44.08	ACCOUNTS PAYABLE VOUCHER
V6609633	09/16/2026	SARA ASHLEY HENRY	R	40.28	ACCOUNTS PAYABLE VOUCHER
V6609634	09/16/2026	FRANK E HERMAN	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6609635	09/16/2026	JENNIFER AMY HETLAND	R	137.88	ACCOUNTS PAYABLE VOUCHER
V6609636	09/16/2026	MELISSA ROCHELL HO	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6609637	09/16/2026	JUSTIN DAVID HOELSCHER	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6609638	09/16/2026	DENISE ERIN ERICKSON	R	32.68	ACCOUNTS PAYABLE VOUCHER
V6609639	09/16/2026	MICHELLE K HUMPHREY	R	159.16	ACCOUNTS PAYABLE VOUCHER
V6609640	09/16/2026	SARAH CAITLIN IDEEN	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6609641	09/16/2026	JULIE CHRISTINE ILLA	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6609642	09/16/2026	COURTNEY ELIZABETH ROBINSON	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6609643	09/16/2026	ALLISON L INSERRA	R	40.28	ACCOUNTS PAYABLE VOUCHER
V6609644	09/16/2026	ROBERT J JACOBSON	R	57.00	ACCOUNTS PAYABLE VOUCHER
V6609645	09/16/2026	DAVID J JENSEN	R	6.84	ACCOUNTS PAYABLE VOUCHER
V6609646	09/16/2026	MARK W JOHNS	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6609647	09/16/2026	SARAH LYNN JOHNSON	R	14.44	ACCOUNTS PAYABLE VOUCHER
V6609648	09/16/2026	AMY TAMARAH WOLF KAUFMAN	R	23.56	ACCOUNTS PAYABLE VOUCHER
V6609649	09/16/2026	CORY LEE LANGENFELD	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6609650	09/16/2026	BETSY SUE LARSEN	R	31.16	ACCOUNTS PAYABLE VOUCHER
V6609651	09/16/2026	JENNIFER M LINK	R	30.32	ACCOUNTS PAYABLE VOUCHER
V6609652	09/16/2026	SARAH MARIE LUDEWIG	R	32.68	ACCOUNTS PAYABLE VOUCHER
V6609653	09/16/2026	YESENIA MANNING	R	24.32	ACCOUNTS PAYABLE VOUCHER
V6609654	09/16/2026	CATHLEEN CAROL MATTICE	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6609655	09/16/2026	LISA M MAYER	R	35.72	ACCOUNTS PAYABLE VOUCHER
V6609656	09/16/2026	TAYLOR L MCELLIGOTT	R	177.95	ACCOUNTS PAYABLE VOUCHER
V6609657	09/16/2026	SHARRI HELENE MCGIBBON	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6609658	09/16/2026	KRISTIN M MESSING	R	9.96	ACCOUNTS PAYABLE VOUCHER
V6609659	09/16/2026	RACHEL L MILLAGE	R	68.40	ACCOUNTS PAYABLE VOUCHER
V6609660	09/16/2026	CLARE E MUYSKENS	R	6.08	ACCOUNTS PAYABLE VOUCHER
V6609661	09/16/2026	JENNA ANN NACE	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6609662	09/16/2026	CINDY L NORDSTROM	R	25.84	ACCOUNTS PAYABLE VOUCHER
V6609663	09/16/2026	RACHEL ERIN NOVY	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6609664	09/16/2026	CHARLOTTE ROSE OLSON	R	107.92	ACCOUNTS PAYABLE VOUCHER
V6609665	09/16/2026	JACKIE MARIE PAULEY	R	202.48	ACCOUNTS PAYABLE VOUCHER
V6609666	09/16/2026	EMILY COLLEEN GOODSON	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6609667	09/16/2026	JENNIFER MAE PETERSEN	R	162.96	ACCOUNTS PAYABLE VOUCHER
V6609668	09/16/2026	BROOKE ALLYSON PETERSON	R	161.44	ACCOUNTS PAYABLE VOUCHER
V6609669	09/16/2026	CAROLINE ROSE PETERSON	R	65.36	ACCOUNTS PAYABLE VOUCHER
V6609670	09/16/2026	EMILY ANN PFISTERER	R	274.36	ACCOUNTS PAYABLE VOUCHER
V6609671	09/16/2026	JULIE M POWERS	R	31.92	ACCOUNTS PAYABLE VOUCHER
V6609672	09/16/2026	TARA C PRECHT	R	190.32	ACCOUNTS PAYABLE VOUCHER
V6609673	09/16/2026	WENDI MARLAINA RENKEN	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6609674	09/16/2026	ANDREA L RIFFE	R	66.88	ACCOUNTS PAYABLE VOUCHER
V6609675	09/16/2026	MELANIE ANN RIX	R	81.48	ACCOUNTS PAYABLE VOUCHER
V6609676	09/16/2026	SARAH CATHERINE ROWLEY	R	35.72	ACCOUNTS PAYABLE VOUCHER
V6609677	09/16/2026	OLIVIA E SARASIO MEYER	R	16.72	ACCOUNTS PAYABLE VOUCHER
V6609678	09/16/2026	MELISSA RAE SCHALLER	R	195.49	ACCOUNTS PAYABLE VOUCHER
V6609679	09/16/2026	SAMANTHA KAY SCHULZ	R	124.80	ACCOUNTS PAYABLE VOUCHER
V6609680	09/16/2026	BYRON LEITH SCHWAB	R	22.80	ACCOUNTS PAYABLE VOUCHER
V6609681	09/16/2026	KARLEEN SHERMAN	R	33.44	ACCOUNTS PAYABLE VOUCHER

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL	DESCRIPTION
V6609682	09/16/2026	DAWN E STEIGAUF	R	27.36	ACCOUNTS PAYABLE VOUCHER
V6609683	09/16/2026	HEATHER LYNN STOESZ	R	10.64	ACCOUNTS PAYABLE VOUCHER
V6609684	09/16/2026	MEGAN ELIZABETH ELEY	R	52.44	ACCOUNTS PAYABLE VOUCHER
V6609685	09/16/2026	MICHELLE ERIN STROMME	R	25.84	ACCOUNTS PAYABLE VOUCHER
V6609686	09/16/2026	AMY LYNN SWANEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6609687	09/16/2026	BRENDA JEAN SZOKA	R	44.84	ACCOUNTS PAYABLE VOUCHER
V6609688	09/16/2026	KAYLEEN LAVONNE TAFTE	R	61.48	ACCOUNTS PAYABLE VOUCHER
V6609689	09/16/2026	MARY ELIZABETH TAYLOR	R	49.40	ACCOUNTS PAYABLE VOUCHER
V6609690	09/16/2026	SONIA LYNN TENDRICH	R	95.92	ACCOUNTS PAYABLE VOUCHER
V6609691	09/16/2026	EVE THOMAS BROOK	R	6.84	ACCOUNTS PAYABLE VOUCHER
V6609692	09/16/2026	TAYLOR MAY LOVIN	R	164.48	ACCOUNTS PAYABLE VOUCHER
V6609693	09/16/2026	MELISSA M TORRES	R	173.60	ACCOUNTS PAYABLE VOUCHER
V6609694	09/16/2026	SHANYN NICOLE TUFTEE	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6609695	09/16/2026	EMILY C WAGNER	R	34.20	ACCOUNTS PAYABLE VOUCHER
V6609696	09/16/2026	ASHLEY LYNNETTE WARD	R	21.28	ACCOUNTS PAYABLE VOUCHER
V6609697	09/16/2026	MONICA J WEBER	R	22.04	ACCOUNTS PAYABLE VOUCHER
V6609698	09/16/2026	JOLEEN ANN WITHAM	R	63.08	ACCOUNTS PAYABLE VOUCHER
V6609699	09/16/2026	TRISHA K WOODCOCK	R	25.84	ACCOUNTS PAYABLE VOUCHER
V6609700	09/16/2026	SCOTT MICHAEL ZEHNDER	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6609701	09/16/2026	MARK A. ZUZEK	R	16.72	ACCOUNTS PAYABLE VOUCHER
V7705611	08/24/2026	DELTA DENTAL OF MINNESOTA	R	45,224.02	ACCOUNTS PAYABLE VOUCHER
V7705612	08/24/2026	HEALTHEQUITY (FSA)	R	19.25	ACCOUNTS PAYABLE VOUCHER
V7705613	08/24/2026	UNITED HEALTHCARE SERVICES, INC	R	110,738.56	ACCOUNTS PAYABLE VOUCHER
V7705614	08/27/2026	APPLE VALLEY ISD LLC	R	41,921.09	ACCOUNTS PAYABLE VOUCHER
V7705615	08/27/2026	CENTURYLINK	R	1,181.29	ACCOUNTS PAYABLE VOUCHER
V7705616	08/27/2026	FRONTIER COMMUNICATIONS	R	1,462.31	ACCOUNTS PAYABLE VOUCHER
V7705617	08/27/2026	IND SCH DIST 191	R	30,667.22	ACCOUNTS PAYABLE VOUCHER
V7705618	08/27/2026	MSDSOONLINE DBA VELOCITYEHS	R	3,673.95	ACCOUNTS PAYABLE VOUCHER
V7705619	08/27/2026	ODP BUSINESS SOLUTIONS, LLC	R	143.03	ACCOUNTS PAYABLE VOUCHER
V7705620	08/27/2026	RATWIK, ROSZAK & MALONEY, P.A.	R	1,083.00	ACCOUNTS PAYABLE VOUCHER
V7705621	08/27/2026	SE ISD SUCCESSOR, LLC	R	89,377.97	ACCOUNTS PAYABLE VOUCHER
V7705622	08/27/2026	TODD A SAVAGE	R	2,820.00	ACCOUNTS PAYABLE VOUCHER
V7705623	08/27/2026	UNITED HEALTHCARE SERVICES, INC	R	99,860.97	ACCOUNTS PAYABLE VOUCHER
V7705624	08/27/2026	XCEL ENERGY	R	4,577.25	ACCOUNTS PAYABLE VOUCHER
V7705625	08/27/2026	UNITED HEALTHCARE SERVICES, INC	R	31,722.57	ACCOUNTS PAYABLE VOUCHER
V7705626	09/02/2026	MN CHILD SUPPORT PAYMENT CENTER	R	307.00	ACCOUNTS PAYABLE VOUCHER
V7705627	09/02/2026	AFLAC	R	355.21	ACCOUNTS PAYABLE VOUCHER
V7705628	09/02/2026	AMERIPRISE FINANCIAL ADVISORS	R	335.83	ACCOUNTS PAYABLE VOUCHER
V7705629	09/02/2026	AXA EQUITABLE LIFE INS CO	R	56.25	ACCOUNTS PAYABLE VOUCHER
V7705630	09/02/2026	FIDELITY INVSTMT TAX-EX SVC CO	R	80.84	ACCOUNTS PAYABLE VOUCHER
V7705631	09/02/2026	HEALTHEQUITY, INC. (HSA)	R	4,875.05	ACCOUNTS PAYABLE VOUCHER
V7705632	09/02/2026	INTERNAL REVENUE SERVICE	R	42,188.32	ACCOUNTS PAYABLE VOUCHER
V7705633	09/02/2026	EDUCATION MN ESI BILLING TRUST	R	1,647.91	ACCOUNTS PAYABLE VOUCHER
V7705634	09/02/2026	MN DEPT OF REVENUE	R	6,412.46	ACCOUNTS PAYABLE VOUCHER
V7705635	09/02/2026	EXECUTIVE DIRECTOR	R	30,284.27	ACCOUNTS PAYABLE VOUCHER
V7705636	09/02/2026	VARIABLE ANNUITY LIFE INS CO	R	334.58	ACCOUNTS PAYABLE VOUCHER
V7705637	09/02/2026	AFLAC	R	711.15	ACCOUNTS PAYABLE VOUCHER
V7705638	09/02/2026	AMERIPRISE FINANCIAL ADVISORS	R	3,712.63	ACCOUNTS PAYABLE VOUCHER
V7705639	09/02/2026	AXA EQUITABLE LIFE INS CO	R	630.83	ACCOUNTS PAYABLE VOUCHER
V7705640	09/02/2026	FIDELITY INVSTMT TAX-EX SVC CO	R	7,713.30	ACCOUNTS PAYABLE VOUCHER
V7705641	09/02/2026	HEALTHEQUITY (FSA)	R	962.50	ACCOUNTS PAYABLE VOUCHER
V7705642	09/02/2026	HEALTHEQUITY, INC. (HSA)	R	30,115.64	ACCOUNTS PAYABLE VOUCHER
V7705643	09/02/2026	HORACE MANN LIFE INS	R	358.33	ACCOUNTS PAYABLE VOUCHER
V7705644	09/02/2026	INTERNAL REVENUE SERVICE	R	229,185.61	ACCOUNTS PAYABLE VOUCHER
V7705645	09/02/2026	EDUCATION MN ESI BILLING TRUST	R	2,824.50	ACCOUNTS PAYABLE VOUCHER
V7705646	09/02/2026	MN DEPT OF REVENUE	R	41,501.77	ACCOUNTS PAYABLE VOUCHER
V7705647	09/02/2026	MN DEPT OF REVENUE(C)	R	746.08	ACCOUNTS PAYABLE VOUCHER

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL	DESCRIPTION
V7705648	09/02/2026	MN STATE RETIREMENT SYSTEM	R	13,550.00	ACCOUNTS PAYABLE VOUCHER
V7705649	09/02/2026	EXECUTIVE DIRECTOR	R	18,626.24	ACCOUNTS PAYABLE VOUCHER
V7705650	09/02/2026	STATE TREASURER, TRA	R	148,391.59	ACCOUNTS PAYABLE VOUCHER
V7705651	09/02/2026	U.S. DEPARTMENT OF THE TREASURY	R	550.61	ACCOUNTS PAYABLE VOUCHER
V7705652	09/02/2026	VARIABLE ANNUITY LIFE INS CO	R	3,100.48	ACCOUNTS PAYABLE VOUCHER
V7705653	09/02/2026	VOYA	R	372.91	ACCOUNTS PAYABLE VOUCHER
V7705654	09/02/2026	NATIONAL INSURANCE SERVICES OF WI,	R	10,192.00	ACCOUNTS PAYABLE VOUCHER
V7705655	09/04/2026	BURMAX	R	2,336.21	ACCOUNTS PAYABLE VOUCHER
V7705656	09/04/2026	CENGAGE LEARNING	R	14,781.86	ACCOUNTS PAYABLE VOUCHER
V7705657	09/04/2026	DELL MARKETING L.P.	R	1,122.40	ACCOUNTS PAYABLE VOUCHER
V7705658	09/04/2026	FRONTIER COMMUNICATIONS	R	1,041.35	ACCOUNTS PAYABLE VOUCHER
V7705659	09/04/2026	HD SUPPLY INC	R	1,068.13	ACCOUNTS PAYABLE VOUCHER
V7705660	09/04/2026	MENARDS	R	156.36	ACCOUNTS PAYABLE VOUCHER
V7705661	09/04/2026	MN CLN SERVICES, INC	R	2,268.00	ACCOUNTS PAYABLE VOUCHER
V7705662	09/04/2026	PROCARE THERAPY	R	5,573.35	ACCOUNTS PAYABLE VOUCHER
V7705663	09/04/2026	REGINA MAENDLER, HEART & SCIENCE	R	3,720.00	ACCOUNTS PAYABLE VOUCHER
V7705664	09/04/2026	SCHOLASTIC CLASSROOM MAGAZINES	R	370.10	ACCOUNTS PAYABLE VOUCHER
V7705664	09/09/2026	SCHOLASTIC CLASSROOM MAGAZINES	V	-370.10	VOID MANUAL CHECK
V7705665	09/09/2026	SCHOLASTIC BOOK CLUBS	V	-401.06	VOID MANUAL CHECK
V7705665	09/04/2026	SCHOLASTIC BOOK CLUBS	R	401.06	ACCOUNTS PAYABLE VOUCHER
V7705666	09/04/2026	TODD A SAVAGE	R	1,128.00	ACCOUNTS PAYABLE VOUCHER
V7705667	09/04/2026	VENTRIS LEARNING LLC	R	230.00	ACCOUNTS PAYABLE VOUCHER
V7705668	09/09/2026	FIDELITY SECURITY LIFE INS CO	R	2,770.45	ACCOUNTS PAYABLE VOUCHER
V7705669	09/09/2026	UNITED HEALTHCARE SERVICES, INC	R	37,146.88	ACCOUNTS PAYABLE VOUCHER
V7705670	09/14/2026	UNITED HEALTHCARE SERVICES, INC	R	81,339.30	ACCOUNTS PAYABLE VOUCHER
V7705671	09/15/2026	MENARDS	R	247.67	ACCOUNTS PAYABLE VOUCHER
V7705672	09/15/2026	ODP BUSINESS SOLUTIONS, LLC	R	1,124.76	ACCOUNTS PAYABLE VOUCHER
V7705673	09/15/2026	PROCARE THERAPY	R	4,568.60	ACCOUNTS PAYABLE VOUCHER
V7705674	09/15/2026	WARNER TECH CARE PRODUCTS, LLC	R	156.49	ACCOUNTS PAYABLE VOUCHER
V7705675	09/15/2026	ZEN EDUCATE INC	V	0.00	VOID: MULTI STUB VOUCHER
V7705676	09/15/2026	ZEN EDUCATE INC	R	18,389.86	ACCOUNTS PAYABLE VOUCHER
V7705677	09/16/2026	MN CHILD SUPPORT PAYMENT CENTER	R	534.50	ACCOUNTS PAYABLE VOUCHER
V7705678	09/16/2026	AMERIPRISE FINANCIAL ADVISORS	R	3,731.79	ACCOUNTS PAYABLE VOUCHER
V7705679	09/16/2026	AXA EQUITABLE LIFE INS CO	R	687.08	ACCOUNTS PAYABLE VOUCHER
V7705680	09/16/2026	FIDELITY INVSTMT TAX-EX SVC CO	R	7,669.14	ACCOUNTS PAYABLE VOUCHER
V7705681	09/16/2026	HEALTHEQUITY (FSA)	R	543.75	ACCOUNTS PAYABLE VOUCHER
V7705682	09/16/2026	HEALTHEQUITY, INC. (HSA)	R	38,807.92	ACCOUNTS PAYABLE VOUCHER
V7705683	09/16/2026	HORACE MANN LIFE INS	R	358.33	ACCOUNTS PAYABLE VOUCHER
V7705684	09/16/2026	INTERNAL REVENUE SERVICE	R	303,114.51	ACCOUNTS PAYABLE VOUCHER
V7705685	09/16/2026	EDUCATION MN ESI BILLING TRUST	R	4,372.41	ACCOUNTS PAYABLE VOUCHER
V7705686	09/16/2026	MN DEPT OF REVENUE	R	54,003.19	ACCOUNTS PAYABLE VOUCHER
V7705687	09/16/2026	MN DEPT OF REVENUE(C)	R	746.08	ACCOUNTS PAYABLE VOUCHER
V7705688	09/16/2026	MN STATE RETIREMENT SYSTEM	R	150.00	ACCOUNTS PAYABLE VOUCHER
V7705689	09/16/2026	EXECUTIVE DIRECTOR	R	68,905.21	ACCOUNTS PAYABLE VOUCHER
V7705690	09/16/2026	STATE TREASURER, TRA	R	152,849.37	ACCOUNTS PAYABLE VOUCHER
V7705691	09/16/2026	U.S. DEPARTMENT OF THE TREASURY	R	394.34	ACCOUNTS PAYABLE VOUCHER
V7705692	09/16/2026	VARIABLE ANNUITY LIFE INS CO	R	3,416.31	ACCOUNTS PAYABLE VOUCHER
V7705693	09/16/2026	VOYA	R	422.91	ACCOUNTS PAYABLE VOUCHER
V7705694	09/17/2026	CENTERPOINT ENERGY	R	110.64	ACCOUNTS PAYABLE VOUCHER
V7705695	09/18/2026	AMANDA GROH	R	2,405.00	ACCOUNTS PAYABLE VOUCHER
V7705696	09/18/2026	BAYCOM, INC.	R	1,374.50	ACCOUNTS PAYABLE VOUCHER
V7705697	09/18/2026	CKC GOOD FOOD	R	1,923.94	ACCOUNTS PAYABLE VOUCHER
V7705698	09/18/2026	DAKOTA TRUCK UNDERWRITERS	R	17,815.00	ACCOUNTS PAYABLE VOUCHER
V7705699	09/18/2026	FRONTIER COMMUNICATIONS	R	1,630.85	ACCOUNTS PAYABLE VOUCHER
V7705700	09/18/2026	GRAINGER W W INC.	R	237.60	ACCOUNTS PAYABLE VOUCHER
V7705701	09/18/2026	HD SUPPLY INC	R	860.25	ACCOUNTS PAYABLE VOUCHER
V7705702	09/18/2026	LAKESHORE LEARNING MATERIALS	R	180.44	ACCOUNTS PAYABLE VOUCHER

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL	DESCRIPTION
V7705703	09/18/2026	NORTHEAST METRO 916	R	3,614.41	ACCOUNTS PAYABLE VOUCHER
V7705704	09/18/2026	PROCARE THERAPY	R	7,872.24	ACCOUNTS PAYABLE VOUCHER
V7705705	09/18/2026	TWIN CITY HARDWARE COMPANY INC	R	14,000.00	ACCOUNTS PAYABLE VOUCHER
V7705706	09/18/2026	UNITED HEALTHCARE SERVICES, INC	R	694.95	ACCOUNTS PAYABLE VOUCHER
V7705707	09/21/2026	DELTA DENTAL OF MINNESOTA	R	48,740.01	ACCOUNTS PAYABLE VOUCHER
V7705708	09/21/2026	HEALTHEQUITY (FSA)	R	23.10	ACCOUNTS PAYABLE VOUCHER
V7705709	09/21/2026	UNITED HEALTHCARE SERVICES, INC	R	65,825.00	ACCOUNTS PAYABLE VOUCHER
V7705710	09/24/2026	AMAZON CAPITAL SERVICES	V	0.00	VOID: MULTI STUB VOUCHER
V7705711	09/24/2026	AMAZON CAPITAL SERVICES	R	4,255.74	ACCOUNTS PAYABLE VOUCHER
V7705712	09/24/2026	CENTURYLINK	R	1,181.29	ACCOUNTS PAYABLE VOUCHER
V7705713	09/24/2026	EVERWAY LLC	R	280.99	ACCOUNTS PAYABLE VOUCHER
V7705714	09/24/2026	GRAINGER W W INC.	R	133.35	ACCOUNTS PAYABLE VOUCHER
V7705715	09/24/2026	KELLY SERVICES, INC	R	11,776.40	ACCOUNTS PAYABLE VOUCHER
V7705716	09/24/2026	MENARDS	R	79.35	ACCOUNTS PAYABLE VOUCHER
V7705717	09/24/2026	NOVA EDUCATION CONSULTANTS	R	16,645.00	ACCOUNTS PAYABLE VOUCHER
V7705718	09/24/2026	OFFICE OF MN.IT SERVICES	R	347.55	ACCOUNTS PAYABLE VOUCHER
V7705719	09/24/2026	PYE-BARKER FIRE & SAFETY	R	261.00	ACCOUNTS PAYABLE VOUCHER
V7705720	09/24/2026	RATWIK, ROSZAK & MALONEY, P.A.	R	171.00	ACCOUNTS PAYABLE VOUCHER
V7705721	09/24/2026	SUMMIT PROFESSIONAL EDUCATION	R	209.99	ACCOUNTS PAYABLE VOUCHER
V7705722	09/24/2026	ZEN EDUCATE INC	R	11,899.27	ACCOUNTS PAYABLE VOUCHER
Total				2,323,320.63	

AGA FRANEK, PAYROLL SPECIALIST

PLEASE APPROVE NET PAYROLL FOR:

09/30/2026 DIRECT DEPOSITS REGULAR PAY (PR606)

\$

934,743.58

NET PAYROLL

\$

934,743.58

Authorized Signature

Mech Stang

Date

9/29/26

Intermediate School District 917
Accounts Receivable Aged Report As of 09/30/26

Member Districts	31-60 Days		61-90 Days		Over 90 Days		Totals
ISD 191	\$	-	\$	-	\$	30,551.91	\$ 30,551.91
	\$	-	\$	-	\$	-	\$ -
	\$	-	\$	-	\$	-	\$ -
	\$	-	\$	-	\$	-	\$ -
	\$	-	\$	-	\$	-	\$ -
	\$	-	\$	-	\$	-	\$ -
Totals	\$	-	\$	-	\$	30,551.91	\$ 30,551.91
All Others							
MDE	\$	-	\$	-	\$	4,359,938.01	\$ 4,359,938.01
ISD 196	\$	-	\$	-	\$	60,501.62	\$ 60,501.62
ISD 623	\$	-	\$	-	\$	16,622.44	\$ 16,622.44
ISD 728	\$	-	\$	-	\$	3,853.92	\$ 3,853.92
	\$	-	\$	-	\$	-	\$ -
	\$	-	\$	-	\$	-	\$ -
	\$	-	\$	-	\$	-	\$ -
	\$	-	\$	-	\$	-	\$ -
Totals	\$	-	\$	-	\$	4,440,915.99	\$ 4,440,915.99
Grand Total	\$	-	\$	-	\$	4,471,467.90	\$ 4,471,467.90
Total Receivables							\$ 4,471,467.90

Prepared by: T. Welch

Notes:

All receivables system-dated 6/30/26 were issued in July and August and are not actually over 90 days past due.

All remaining unpaid invoices have been supplied to the districts and they are reviewing for immediate payment.

MDE balance represents the final receivable set up for FY26 State Special Education Aid which will be paid in several installments between now and April 2027.

Medical Insurance RFP

Stewardship

Managing financial and human resources carefully and responsibly

	Current	UHC	Health Partners	BCBS	Medica
Stop Loss	1,167,003	1,730,136	1,236,677	1,045,552	1,085,354
Administration	175,854	182,220	246,730	78,489	244,860
Rebates & Other	(153,109)	(105,295)	(358,958)	(173,824)	(341,374)
Total Annual Fixed Cost	1,189,748	1,807,061	1,124,449	950,217	988,840
Estimated Claims	3,739,061	4,081,883	4,081,883	4,081,883	4,081,883
Estimated Total Cost	4,928,809	5,888,944	5,206,332	5,032,100	5,070,723
Estimated Premium Increase		19.48%	5.63%	2.10%	2.88%
Year Two Stop Loss Rate Cap		None	19.9%	15.0%	15.0%
Year Two Admin Rate Cap		5.0%	3.0%	0.0%	0.0%

Medica is Recommended Insurance Carrier for Jan 2027 – Dec 2028

- Cost is slightly higher than Blue Cross Blue Shield (BCBS)
- Medica was 917's Insurance Carrier for 20+ years prior to changing to UHC in Jan 2025. Change to UHC was precipitated by financial savings, not because of service or quality issues
- Changing to BCBS would present risks of uncertainty in terms of plan set up, as well as service and quality



Intermediate School District 917

Purposeful. Personalized. Partners.

1300 145th Street East, Rosemount, MN 55068

(651) 423-8229 * <http://www.isd917.org>

District Negotiations Team: Michael Favor, Nicole Flesner, Melissa Torres and Mark Johns

Custodian Negotiations Team: Scott Zehander, Chris Reese

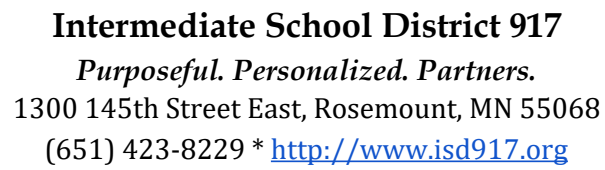
1. Total package cost - 8.92% over two years, 2026-2028
2. Salary and Benefits:
 - a. Salary increase: 2.5% in both years applied across the schedule
 - b. Benefits: Medical/HSA plans - 2.5% increase to district contribution in year 1, 3.5% in year 2
Single coverage for HDHP increases from \$804 to \$825 in year 1, and \$855 in year 2
Family coverage for HDHP increases from \$1,850 to \$1,900 in year 1, and \$1,965 in year 2
 - c. Dental: No increase to district contribution amounts
3. Clothing Allowance:
 - a. Increase to \$450 per year for full time custodians, \$300 for part time staff
 - b. \$150 boot/shoe allowance every other year
4. License Differential (NEW)

Chief boilers license	\$2.00/hr
First Class	\$1.50/hr
Specials	\$1.00/hr

5. Lead District Duties/Stipend
Increase amount (current \$1,500)
Yr 1 \$3,000
Yr 2 \$4,000

ESST

- a. Change in language due to updates in the law - upon the 3rd consecutive workday of an absence due to illness, etc, - may require medical documentation/medical certificate

[illegible]

INTERMEDIATE SCHOOL DISTRICT 917

**TERMS AND CONDITIONS OF EMPLOYMENT FOR
DISTRICT CUSTODIAL AND DELIVERY EMPLOYEES**

EFFECTIVE JULY 1, 2024, to JUNE 30, 2026

APPROVED BY THE SCHOOL BOARD

June 11, 2024

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ARTICLE I DEFINITION OF ELIGIBLE EMPLOYEES

These terms and conditions of employment cover the District Custodial and Delivery Employees (hereinafter “Employee”), who are not included in any bargaining unit with an exclusive bargaining representative under the Minnesota Public Employment Labor Relations Act and who, at a 1.0 full-time equivalent (1.0 FTE) work 40 hours per week, 52 weeks per year less time off granted by this agreement for holidays, vacations, and approved leaves and are employed with Intermediate School District 917 (hereinafter “School District” or “District”) as one of the following positions:

Lead Custodian I
Custodian II
Delivery
Cleaner

ARTICLE II LEAVES

Section 1. Sick Leave:

Subd. 1. Full-Time Employees: A full-time employee as defined in Article I shall receive Earned Sick and Safe Leave (ESSL), per Minnesota State Statutes 181.9445 through 181.9448, which outlines mandatory Earned Sick & Safe Time for Minnesota employers, at the rate of twelve (12) days during each fiscal year of service (July – June) in the employ of the School District. The employee shall be frontloaded with the twelve (12) ESSL days at the beginning of each year of employment, not subject to proration due to a leave of absence or early departure from the position.

Subd. 2. Part-Time Employees: Part-time employees who work 0.85 FTE or greater shall receive Earned Sick and Safe Leave (ESSL), per Minnesota State Statutes 181.9445 through 181.9448, which outlines mandatory Earned Sick & Safe Time for Minnesota employers, at a prorated rate in relation to full-time, 1.0 FTE employees’ ESSL allotment listed above during each fiscal year but no less than 80 hours. The employee shall be frontloaded with ESSL days at the beginning of each fiscal year of employment, not subject to proration due to a leave of absence or early departure from the position.

Part-time employees who work at least 80 hours in a year up to 0.84 FTE shall accrue Earned Sick and Safe Leave (ESSL) monthly at a prorated rate in relation to full-time, 1.0 FTE employees’ ESSL allotment listed above but no less than one (1) hour of ESSL for every 30 hours worked, with the ability to accumulate at least 48 hours of ESSL each year.

Subd. 3. Unused ESSL will rollover into a sick leave bank that may accumulate without limit. The employee can use accrued sick leave for personal illness, an absence due to an illness of or injury to a spouse, child, adult child, brother, sister, parent, grandparent, grandchild, spouse’s parent, significant person or for “safety leave.” For purposes of this provision, “child,” includes stepchild and a biological, adopted, and foster child and

“grandchild” includes a step-grandchild and a biological adopted and foster grandchild. For purposes of this subdivision, “parent” includes stepparent, biological, and adoptive parent.

Subd. 4: Unused sick leave days may accumulate without limit.

Section 2. Medical Leave

Subd. 1. Personal Medical Leave of Absence: An employee who is unable to work because of a personal illness or disability may, upon written request to human resources per procedure outlined on the School District’s website, be granted a medical leave of absence. Such leave shall run concurrently, that is at the same time, with Family Medical Leave Act (FMLA) provisions, if the employee is eligible under FMLA as noted in subdivision two (2) of this section. The employee’s accrued paid leave must be exhausted before the employee transitions to an unpaid personal medical leave of absence.

Pregnancy Leave: The start of a personal physical disability absence for prenatal care, pregnancy, delivery, and recovery from childbirth shall be determined by the employee’s physician. The end of a personal physical disability absence for childbirth shall also be determined by the employee’s physician. This must be communicated to the School District in writing. Leaves extending beyond the physician’s documentation shall fall under parental leave and may be eligible under the Family Medical Leave Act as noted in subdivision two (2) of this section.

Subd. 2. Family Medical Leave of Absence: In accordance with the Family Medical Leave Act (FMLA), eligible employees are entitled to twelve (12) workweeks of unpaid leave within a rolling twelve (12)-month period. Non-contract days, such as non-duty days, shall not count toward the twelve (12) workweeks and accrued paid leave shall not be deducted.

- a) FMLA Eligibility: Over the twelve (12) months prior to leave, employees must have been employed with the School District for at least twelve (12) months and worked 1,250 hours within the twelve (12)-month period preceding the leave. Any use of vacation, sick leave, or unpaid time off (non-duty days) are not be counted toward the 1,250-hour benchmark.
- b) Pursuant to law, FMLA Leave shall be granted for any of the following reasons:
 - i. The employee’s own serious health condition, as defined by the FMLA.
 - ii. The employee’s need to care for an immediate family member (spouse, child, parent) with a serious health condition, as defined by the FMLA.
 - iii. The placement (adoption or foster care) or birth of a child up to one year after the child’s birth or placement.
- c) FMLA Leave will run concurrently, that is at the same time, with any paid leave and any and all of the employee’s accrued paid leave must be exhausted before the employee transitions to an unpaid leave of absence.

- d) Spouses who work for the School District shall be allowed a combined total of twelve (12) weeks unpaid FMLA leave during any twelve (12)-month period for the birth or adoption of a child, or to care for a parent's serious health condition. However, the combined limitation does not apply to FMLA leave taken by one spouse in the School District to care for the other spouse in the School District.

Subd. 3. Notification and Request for Medical Leave: An employee must give written notice to human resources requesting a medical leave of absence at least three (3) calendar months before the beginning of the requested medical leave or within 24 hours of receipt of notice of arrival of an adopted child, if notice is received less than three (3) calendar months before the leave start date, or as soon as possible following the onset of a serious health condition. The request for medical leave shall adhere to procedure outlined on the School District's website.

Subd. 4. Medical Verification: The employee shall be required to provide the School District with medical verification from a qualified healthcare provider for their own or the family member's serious health condition when requesting the leave of absence in accordance with state statute.

Subd. 5. Returning from Medical Leave: An employee on a medical leave of absence under this Section must notify human resources or his/her administrative designee in writing, at least one (1) week prior to his/her intention to return from leave.

- a) If the employee is returning from a personal medical leave of absence, the employee must also provide medical verification from a qualified healthcare provider of the employee's release from medical restrictions allowing them to return to full capacity at work.

The employee may provide medical verification from a qualified healthcare provider of the employee's work restrictions due to the employee's serious medical condition, and the School District will attempt to accommodate those restrictions if possible.

- b) Upon return from a medical leave, the employee shall be returned to the former position held from which the employee was granted the leave, or an equivalent position should that position no longer be available or the School District determines the timing of the employee's return would interfere with student achievement.

Subd. 6. Probationary Period: Periods of time for which the employee is on medical leave may extend the employee's probationary period pursuant to Minnesota Statute (122A.41, Subdivision 1).

Section 3. Parental Leave

Subd. 1. An employee shall be afforded a parental leave of absence of no more than twelve (12) months in duration for the care of a newborn child or an adopted child,

provided that the employee is caring for the child on a full-time basis. The parental leave will run concurrently, that is at the same time, as family medical leave should the leave be an FMLA-qualified leave of absence.

Subd. 2. Notification and Request for Parental Leave: An employee shall give written notice to human resources, per procedure outlined on the School District's website, requesting a parental leave of absence at least three (3) calendar months before the beginning of the requested leave or within 24 hours of receipt of notice of the arrival of an adopted child, if notice is received less than three (3) calendar months before the leave start date.

Subd. 3. Returning from Parental Leave: For partial school year leaves, an employee on a parental leave of absence under this Section must confirm with human resources his/her intention to return from parental leave at least two (2) weeks prior to his/her approved leave end date. For full school-year leaves, an employee on a parental leave of absence under this Section must confirm with human resources or his/her administrative designee in writing, his/her intention to return from parental leave in July of the next fiscal year by April 1 of the leave fiscal year.

Upon return from a parental leave, the employee shall be returned to the former position held from which the employee was granted the leave, or an equivalent position should that position no longer be available or the School District determines the timing of the employee's return would interfere with student achievement.

Subd. 4. Failure of the employee to return from a parental leave pursuant to the agreed upon return date with the School District, may constitute job abandonment and be grounds for termination.

Subd. 5. The School District may adjust the proposed beginning or end date of a parental leave to coincide with a natural break in the school year.

Subd. 6. Probationary Period: Periods of time for which the employee is on parental leave may extend the employee's probationary period pursuant to Minnesota Statute (122A.41, Subdivision 1).

Section 4. Bereavement and Family Illness Leaves:

Subd. 1: An employee may be granted absence with pay due to the death of a spouse, child, adult child, stepchild, parent, brother, sister, parent-in-law, grandparent, or grandchild based on the following schedule:

- 190 to 220 workdays – three (3) days per occurrence
- 221 to 260 workdays – five (5) days per occurrence

An employee may be granted absence with pay for the death of the employee's son-in-law, daughter-in-law, brother-in-law, sister-in-law, regular members of the immediate household, or significant person based on the following schedule:

- 190 to 220 workdays – one (1) day per occurrence
- 221 to 260 workdays – three (3) days per occurrence

Absence due to illness or injury of a family member or for safety leave shall be deducted from sick leave or ESSL in accordance with state statute. Provisions under this section are not intended to limit any rights the employee may have under the family medical leave act.

Subd. 2. Additional absence for severe illness or death may be granted at the sole discretion of the superintendent, whose decision is final and binding.

Section 5. Civic Duty/Military Leave

Subd. 1. Jury Duty: An employee summoned to serve on a jury shall request to be excused from such jury service. Employees who are not excused will be permitted time off without the loss of pay contingent upon the employee reimbursing the School District any fees / per diem received from the court for said jury duty. If/when an employee is dismissed from jury duty, the employee must return to work. Any allowable expenses reimbursed by the court, such as mileage, parking, and meals, may be retained and are the sole responsibility of the employee to seek through the court. The District shall assume no responsibility to seek reimbursement, nor pay reimbursement for said expenses.

Subd. 2. Subpoenaed Witness: An employee subpoenaed in cases involving the School District or students (e.g., a parent custody case) served within the School District, will be permitted time off without the loss of pay and will be allowed to retain any allowable expenses reimbursed by the court. An employee subpoenaed in cases unrelated to the School District, will be permitted time off and use of paid or unpaid leave will be at the discretion of the Superintendent. Any allowable expenses reimbursed by the court, such as mileage, parking, and meals, may be retained and are the sole responsibility of the employee to seek through the court. The District shall assume no responsibility to seek reimbursement, nor pay reimbursement for said expenses.

Subd. 3. Military: Military leave shall be granted pursuant to State and Federal laws.

Section 6. General Unpaid Personal Leave

Subd. 1. An employee shall be afforded a general unpaid personal leave of absence, subject to the provisions in this section and District policy 464, through written request from the employee to the Superintendent. Any leave within this section must also be approved by the School Board if it extends beyond five (5) days. The granting of such leave shall be at the sole discretion of the School Board.

A general leave may be granted by the School Board for extended personal illness, extended illness of the employee's immediate family member, additional educational requirements, or other reasons acceptable to the School Board.

Subd. 2. A general leave of absence pursuant to this section shall be leave without pay and the employee will not be permitted to use accrued leave to subsidize his/her general leave of absence.

Subd. 3. An employee on an approved general leave of absence for a full school year or the spring semester of the school year, shall notify the Superintendent in writing of his/her intention to return for the upcoming fiscal year no later than April 1 of the leave fiscal year. For partial school year leaves, an employee on a general leave of absence under this Section must notify the Superintendent in writing, of his/her intention to return from general leave at least one (1) month prior to his/her approved leave end date.

Section 7. Insurance Implications

Subd. 1. Qualified FMLA Leaves: An employee on a leave under this article that qualifies per the Family Medical Leave Act (FMLA) is eligible to continue to participate in group insurance programs, if permitted under the insurance policy provisions, and shall continue to pay the employee contribution to the insurance premium for any month during which the FMLA-qualified leave falls.

Subd. 2. Other Leaves: For leaves under this article that do not qualify per the FMLA, the employee shall pay the full insurance premium (School District and employee contributions) for any month in which the employee does not work at least one (1) day.

Subd. 3. Payment: The employee is responsible for paying the School District business office the monthly amounts due for any insurance programs the employee wishes to retain in advance of the end of the corresponding month on such a date determined by the School District. However, the employee may elect to discontinue insurance programs. The right to continue participation in such group insurance programs shall automatically discontinue upon termination of employment, except as otherwise provided by law.

Section 8. Accrued Benefits:

Subd. 1. Employees on Medical or Parental Leaves: An employee on a medical or parental leave under this article shall retain his/her number of personal and sick leave days, and other accrued benefits, if any, up to the date that the employee went on leave for use during the employee's leave of absence, as noted in sections two (2) and three (3) of this article, and accrual will continue so long as the employee is using paid leave. No additional paid leave days, or other benefits shall accrue for the period of time that the employee is on unpaid leave.

Subd. 2. Employees on General Leaves: An employee on a general leave under this article shall retain his/her number of personal and sick leave days, and other accrued benefits, if any, up to the date that the employee went on leave for use upon the employee's return from leave. No additional paid leave days or other benefits shall accrue for the period that the employee is on unpaid leave.

Section 9. Failure to Return to Work from a Leave of Absence: Failure of the employee to return to work from a leave of absence pursuant to this Article shall constitute grounds for termination by the school district.

ARTICLE III VACATIONS AND HOLIDAYS

Section 1. Earned Vacation:

Subd. 1: An employee will be frontloaded with the number of vacation days outlined below. Years of employment is defined in Article IV, Section VI. While the vacation time will be frontloaded, should an employee end their employment with the district prior to the end of the contract year, they will be docked for overused vacation. Employees who start after July 1 shall have their vacation frontloaded at a prorated rate. Eligible employees working full-time at twelve (12) months per year and forty (40) hours per week shall earn vacation as follows:

In years 1 - 4	15 days per year
In years 5 - 9	18 days per year
In years 10 - 14	21 days per year
In years 15+	24 days per year

Employees working part-time, but at least 190 days per year at eight (8) hours per day, shall earn vacation as follows:

In year 1 and beyond	2 days per year
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Subd. 2: Vacation may be taken after the first six (6) months of employment, unless otherwise approved by the employee's supervisor through the district's absence management system.

Subd. 3: Vacation may be used after it is credited. Vacation may be accrued to a maximum of forty (40) days. All requests for vacation must be approved in advance by the employee's supervisor.

Subd. 4. Vacation Pay-Out: An employee who is terminated or leaves the employment of the school district of his or her own volition will be paid regular salary for all vacation time accrued, provided the employee has given the employer two (2) weeks' written notice.

Subd. 5: In the event that an employee uses credited vacation prior to completion of the year in which such credit is earned, the employee shall be liable to the School District for any vacation pay advanced beyond actual accrual in the event the employee leaves the service of the School District.

Section 2. Holidays: Eligible employees working full-time at twelve (12) months per year and forty (40) hours per week shall be granted the following twelve (12) paid holidays:

1. July 4
2. First (1st) Monday of September
3. Fourth (4th) Thursday in November
4. Day after the fourth (4th) Thursday in November
5. December 24
6. December 25
7. January 1
8. Third (3rd) Monday of January
9. Third (3rd) Monday of February
10. Last Monday of May
11. June 19
12. Floating holiday to be indicated in the attendance tracking system

Holidays that fall on weekends will be observed on a day established by the school district. Employees required to work on holidays shall receive pay at the double time rate for hours worked. Double time is the rate of pay equal to double the employee's standard rate. Since employees are paid automatically at the employee's standard rate for each holiday, to receive double time, the employee must submit a timesheet for any hours worked on a holiday. The holiday hours worked will be paid once, but in addition to the automatic standard rate, thus giving the employee double pay.

ARTICLE IV 403B MATCHING CONTRIBUTION

Section 1. Eligibility: To be eligible for contribution under this Article, an employee must have completed three continuous years of service in the District and thus will be eligible for contribution in the employee's fourth continuous year of service in the District. Further, to be eligible for this contribution, an employee must be regularly employed at least 1110 hours during the contract year, and such benefits shall not apply to employees employed for a lesser time or substitute employees.

Section 2. Contribution: The School District will match eligible employee contributions up to a maximum as listed in the following schedule, according to year of service.

<u>Year of Continuous Service in District</u>	<u>Contribution</u>
4-5	\$1000
6-9	\$1050
10 – 14	\$1100
15 – 19	\$1150
20+	\$1250

Section 3. Authorization: A salary reduction authorization agreement must be completed by the eligible employee by October 1 and each year thereafter for the employee to participate in the 403B matching contribution plan.

Section 4. Unpaid Leaves: Employees on unpaid leaves may not participate in the matching program while on leave.

Section 5. Matching Requirement: The School District's contribution, in any event, shall not exceed the employee's matching contribution within the limitations of this Article.

ARTICLE V INSURANCE BENEFITS

Section 1. Selection of Carrier: The selection of the insurance carrier and policy shall be made by the school district.

Section 2. Health and Hospitalization Insurance: Employees working 0.75 FTE or greater shall be eligible for insurance as outlined below.

Subd. 1. Individual High Deductible Medical Coverage:

- (a) Eligible employees shall have the option of enrolling in a high deductible coverage option of the school district's health and hospitalization plan. The high deductible coverage shall be a qualified high deductible health plan within the meaning of Section 223 of the Internal Revenue Code of 1986, as amended from time to time. Each eligible employee enrolled in the high deductible coverage shall be eligible for a contribution to a health savings account ("HSA") of such employee ~~in accordance with the Intermediate School District No. 917 Flex Choice Plan (the "Flex Choice Plan")~~. The total monthly contribution by the school district toward the cost of the premium of the high deductible coverage, the HSA contribution, and the HSA administrative fees attributable to such eligible employee starting July 1, 2022, shall not exceed \$800. Effective January 1, 2025, the School District shall contribute a sum not to exceed \$800 per month. Effective January 1, 2026, the School District shall contribute a sum not to exceed \$800 per month.
- (b) The school district shall contribute toward the cost of the premium for each eligible employee employed by the school district who qualifies for and is enrolled in individual coverage under the high deductible coverage option of the school district's health and hospitalization plan a monthly amount equal to the total monthly contribution identified in subsection (a) minus the monthly HSA contribution identified in subsection (c) and the monthly HSA administrative fees.
- (c) The school district shall contribute an amount equal to one-half of the applicable deductible to the HSA of each eligible employee employed by the school district who qualifies for and is enrolled in individual coverage under the plan. Such contributions shall be made monthly on a pro rata basis. Such

employees shall also be eligible, ~~through the Flex Choice Plan~~, to make pre-tax contributions to the HSA via salary reduction. The school district shall select the vendor of the HSA to which such contributions shall be made. Once deposited in an employee's HSA, such contributions, whether made by the school district or via salary reduction, shall not be subject to restriction by the school district and the employee may access and/or transfer such funds to a different HSA to the fullest extent permitted by law. ~~Such employees also shall be eligible to participate in a Limited Scope Health Care Reimbursement Plan through the Flex Choice Plan, which shall allow reimbursement of medical expenses to the fullest extent permitted by law for an individual receiving contributions to an HSA.~~

Subd. 4. Family High Deductible Medical Coverage:

- (a) Eligible employees shall have the option of enrolling in a high deductible coverage option of the school district's health and hospitalization plan. The high deductible coverage shall be a qualified high deductible health plan within the meaning of Section 223 of the Internal Revenue Code of 1986, as amended from time to time. Each eligible employee enrolled in the high deductible coverage shall be eligible for a contribution to a health savings account ("HSA") of such employee ~~in accordance with the Intermediate School District No. 917 Flex Choice Plan (the "Flex Choice Plan")~~. The total monthly contribution beginning July 1, 2024, by the school district toward the cost of the premium of the high deductible coverage, the HSA contribution, and the HSA administrative fees attributable to such eligible employee shall not exceed \$1850. Beginning January 1, 2025, the amount shall not exceed \$1850. Beginning January 1, 2026, the amount shall not exceed \$1850.
- (b) The school district shall contribute toward the cost of the premium for each eligible employee employed by the school district who qualifies for and is enrolled in family coverage under the high deductible coverage option of the school district's health and hospitalization plan a monthly amount equal to the total monthly contribution identified in subsection (a) minus the monthly HSA contribution identified in subsection (c) and the monthly HSA administrative fees.
- (c) The school district shall contribute an amount equal to one-half of the applicable deductible to the HSA of each eligible employee enrolled in the family high deductible coverage. Such contributions shall be made monthly on a pro rata basis. Such employees shall also be eligible, ~~through the Flex Choice Plan~~, to make pre-tax contributions to the HSA via salary reduction. The school district shall select the vendor of the HSA to which such contributions shall be made. Once deposited in an employee's HSA, such contributions, whether made by the school district or via salary reduction, shall not be subject to restriction by the school district and the employee may access and/or transfer such funds to a different HSA to the fullest extent

permitted by law. ~~Such employees also shall be eligible to participate in a Limited Scope Health Care Reimbursement Plan through the Flex Choice Plan, which shall allow reimbursement of medical expenses to the fullest extent permitted by law for an individual receiving contribution to an HSA.~~

Section 2. Dental Insurance:

Subd. 1. Individual Coverage: Effective July 1, 2024, the School District shall contribute a sum not to exceed \$60 per month toward the cost of the premium for individual coverage for each eligible employee employed by the School District who qualifies for and is enrolled in the School District's dental insurance plan. Additional cost of the premium, if any, shall be borne by the employee and paid by payroll deduction.

Subd. 2. Family Coverage: Effective July 1, 2024, the School District shall contribute a sum not to exceed \$138 per month toward the cost of the premium for family coverage for each eligible employee employed by the School District who qualifies for and is enrolled in the School District's dental insurance plan. Additional cost of the premium, if any, shall be borne by the employee and paid by payroll deduction.

Section 2. Group Long-Term Disability Insurance: The School District will pay each month 100 percent of the premium for income protection insurance for each eligible employee. The income protection plan shall include the following:

- a) Benefits begin after ninety (90) calendar days of total disability.
- b) The monthly income benefit shall be 66-2/3 percent of basic monthly earnings (exclusive of any additional compensation from this district or any other source).

Section 3. Life Insurance: The School District will pay each month all of the life insurance premium for a \$50,000 term life insurance policy for each eligible employee. The value of this benefit will be included in the employee's taxable income as required by the Internal Revenue Code Section 79.

**ARTICLE VI
OTHER BENEFITS**

Section 1. Professional Development: The School Board agrees to reimburse tuition and fees and membership/association fees for courses and memberships which are approved in accordance with district policy.

Section 2. Mileage: Employees required to use their personal vehicle in the performance of employment responsibilities shall be reimbursed for such travel pursuant to School District policy.

Section 3. Uniforms: The school district shall provide an annual stipend of \$300 for purchase of uniforms and outdoor clothing. Employees shall be required to launder their uniforms.

ARTICLE VII MISCELLANEOUS

Section 1. Probationary Period: Employees, under the provisions of this Agreement, shall serve a probationary period from the date of hire until a minimum of 12 months and will extend until the June 30th of the subsequent year during which time the School District shall have the unqualified right to suspend without pay, discharge or otherwise discipline such employee.

Section 2. Call Back and Building Check: The minimum time paid for an authorized call back or building check shall be two (2) hours. Authorized call backs or building checks shall be those as authorized by the appropriate supervisor.

ARTICLE VIII SALARIES

Section 1. Salary Increases for New Employees: A new employee or an employee transferring into this contract from a different contract shall be given a salary as agreed between the School District and the employee. An employee hired into this contract prior to January 1 shall be eligible for a salary increase effective the following July 1. An employee hired into this contract on or after January 1 shall not be eligible for a salary increase until the second following July 1 (Example: An employee hired prior to January 1, 2024, shall be eligible for a salary increase effective on July 1, 2024. An employee hired on or after January 1, 2024, shall not be eligible for a salary increase until July 1, 2025). These salary terms may only be modified by mutual agreement in writing between the School District and the Employee at the time of initial employment.

Section 2. Step Advancement:

Subd. 1. Placement for 2024-2025: Employees hired prior to January 1, 2024, will be placed on the 2024-2025 salary schedule (Addendum A) on a step one (1) less than their step placement for 2023-2024. This is due to two (2) steps being dropped between 2023-2024 and 2024-2025, which will in fact act as a one-step advancement on the salary schedule. For example, an employee who worked 2023-2024 on step eight (8) will be placed on step seven (7) on the 2024-2025 salary schedule.

Subd. 2. Placement for 2025-2026: Employees hired prior to January 1, 2025, will advance one (1) step from their placement in 2024-2025 on the 2025-2026 salary schedule (Addendum B). For example, an employee who worked 2024-2025 on step seven (7) will be placed on step eight (8) on the 2025-2026 salary schedule.

Subd. 3. Employees Transferring Positions/Moving Ranges: Step placement and advancement shall occur for employees fulfilling the same position from year-to-year as listed above in Section 1 and Section 2, Subdivisions 1 and 2. However, for an employee transferring to a role within this contract from Range 2 to Range 1 shall remain on the same step. For transfers from Range 2 to Range 1 in 2024-2025, the employee will be placed on the 2024-2025 salary schedule (Addendum A) on a step two (2) less than their

step placement for 2023-2024 on. This is due to two (2) steps being dropped between 2023-2024 and 2024-2025, which will in fact act as placement on the same step of the salary schedule. For example, an employee who worked 2023-2024 on step ten (10) will be placed on step eight (8) on the 2024-2025 salary schedule. Those employees transferring from Range 1 to Range 2 shall follow the placement listed above in Section 1 and Section 2, Subdivisions 1 and 2.

Section 3. Longevity: Employees shall receive a longevity salary increase beyond the salaries shown in Exhibit A of the agreement as follows; continuous years of employment refer to years in the District.

The first year of employment shall be defined as any days of employment prior to the last student day of the regular school calendar in the first employment agreement. The next regular school calendar becomes the second year of employment. Further, to be eligible for this longevity salary, an employee must be regularly employed at least 1110 hours during the fiscal year.

Year of Employment	20264-20286
Years 10-14 of Continuous Employment	\$1.00
Years 15-19 of Continuous Employment	\$1.25
Years 20+ of Continuous Employment	\$1.50

ARTICLE IX SEVERANCE/RETIREMENT

Section 1. Retiree Health Coverage: Health coverage following the termination of employment shall be made available to the extent required under, and in accordance with, Minnesota Statutes Section 471.61, subd. 2b. The District makes no contribution towards the premium cost of such coverage.

Section 2. Eligibility: Full-time employees who have completed at least fifteen (15) years of continuous service with the School District, and who are at least fifty-five (55) years of age, shall be eligible for severance pay pursuant to the provisions of this Article upon submission of a written resignation accepted by the School Board. Severance pay shall not be granted to any employee who is discharged for cause by the School District. This Article shall apply only to employees who retire after the execution of this contract and shall not be retroactive to any employee who retired prior to said execution date. Employees hired into the District after July 1, 2020 shall not be eligible for severance/retirement benefits listed within this Article.

Section 3. Amount of Severance: Eligible employees, upon retirement, shall receive as severance pay unused sick leave days, not to exceed thirty-five (35) days.

Section 4. Method of Pay-out:

- a) Subject to the limitations listed below, the school district will contribute an amount equal to the value of the employee's severance pay directly into the School Board approved 403b vendor account. The retiree will not receive any direct payment from the school district for the severance pay.
- b) The school district's annual contribution into the School Board approved 403b vendor account must not exceed the IRS contribution limit. If the amount calculated in A exceeds the available limits in the year of separation, the excess amount will be paid out in cash and not be tax sheltered.
- c) The school district contribution(s) (into the approved 403b vendor account) will be made according to the same timeline as was provided for the direct payment of the severance pay.
- d) The school district will make the severance pay contributions to the School Board approved 403b vendor. For purposes of calculating the maximum deferral limit, the school district will provide the retiree or approved vendor with contribution information for the previous twelve (12) months of employment. The vendor agrees to calculate the maximum deferral limit.

Section 5. Notice: To be eligible for the benefits of this section, unless waived by the School District, an employee must notify the School District not less than ninety (90) calendar days prior to the proposed retirement date.

ARTICLE X ADDITIONAL WORK ASSIGNMENT

Section 1. Definition of Additional Work Assignment: The Lead Custodian is assigned the additional duty to serve as coordinator of delivery services and maintenance and grounds for the district. In this capacity the Lead Custodian assists with coordinating vendors and soliciting service quotes for grounds care, snow removal, equipment maintenance and repair, facility maintenance and repair and remodeling of district owned buildings and leased spaces when appropriate.

Section 2. District Lead Custodian Stipend: The Lead Custodian I designated as the district lead shall be paid an annual stipend of \$1500 for the additional work assignment responsibilities for the period of July 1, 2024, to June 30, 2025, and an annual stipend of \$1500 for the period July 1, 2025, to June 30, 2026. The payments will be made on the regular pay schedule of twenty-four (24) payments for each twelve-month period.

District Custodial and Delivery Contract Approved by the School Board:

Chair

June 11, 2024
Date

Clerk

June 11, 2024
Date

Addendum A:
2024-2025 Salary Schedule

		Range 1	Range 2
Old/Previous Step in 2023-2024	New Step for 2024-2025	Lead Custodian I	Custodian II/ Delivery/ Cleaner
4	NA	\$26.99	\$19.09
2	NA	\$27.59	\$19.44
3	1	\$28.19	\$19.81
4	2	\$28.79	\$20.15
5	3	\$29.39	\$20.52
6	4	\$29.99	\$20.87
7	5	\$30.58	\$21.24
8	6	\$31.19	\$21.60
9	7	\$31.78	\$21.95
10	8	\$32.39	\$22.32
11	9	\$33.00	\$22.70
12	10	\$33.63	\$23.08
13	11	\$34.26	\$23.47
14	12	\$34.92	\$23.87
NA	13	\$34.83	\$23.80

Addendum B:
2025-2026 Salary Schedule

	Range 1	Range 2
Step for 2025-2026	Lead Custodian I	Custodian II/ Delivery/ Cleaner
1	\$28.82	\$20.25
2	\$29.44	\$20.61
3	\$30.05	\$20.98
4	\$30.66	\$21.34
5	\$31.27	\$21.72
6	\$31.89	\$22.08
7	\$32.49	\$22.45
8	\$33.12	\$22.82
9	\$33.74	\$23.21
10	\$34.39	\$23.60
11	\$35.03	\$23.99
12	\$35.70	\$24.40
13	\$35.61	\$24.34

Kellie Brady

E-mail:
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Phone: 651-582-8793

Address:
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MN 55413

Assurance of Compliance INFORMATION NEEDED TO EVIDENCE COMPLIANCE- School Year: 26-27

* - indicates required fields.

Coordinator Identification Information

	Human Rights Coordinator	Title IX Coordinator	504 Coordinator
Name*	Nicole Flesner	Nicole Flesner	Brooke Peterson
Telephone Number*	651-423-8652	651-423-8652	651-423-8202
Fax Number*			
E-Mail Address*	nicole.flesner@isd917.c	nicole.flesner@isd917.c	brooke.peterson@isd91

Mandated Reporter Training

Minnesota Chapter 260E.30, Subd. 2(b). Districts must inform all mandated reporters of the duties.

☒ * I verify that all mandated reporters employed by or otherwise associated with any school in this district have been informed of mandated reporting requirements and of the prohibition of retaliation against anyone reporting maltreatment.

Date of Verification *

10/06/2026



As part of the Minnesota Department of Education's data collection for the Minnesota Olmstead Plan related to the topic area Prevent Abuse and Neglect, please provide the following information;

Total number of school district employees who have received mandated reporter training as of verification date?

495

Number of licensed staff? 192

Number of unlicensed staff? 303

*This information is requested to assist in the prevention of abuse and neglect of students with disabilities through increased awareness and education of all school personnel and their duties associated with mandated reporting requirements.

Document Submittal Verification

Does MDE have current and accurate copies of the following documents?
Please submit updated policy if revised since Last Submitted Date.

Document	Last Submitted Date	Upload Document*
Harassment and Violence policy	10/08/2025	Select Upload Document: Choose File No file chosen

District Compliance Requirements Checklist

This assurance is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other federal and state financial assistance extended after the date hereof to the district by the U.S. Department of Education and the Minnesota Department of Education (MDE), including installment payments after such date of application for federal financial assistance and state aid allotments which were approved before such date.

The district recognizes and agrees that such federal and state financial assistance will be extended in reliance on the representations, supporting information required by Minnesota Statute, section 127A.42, subd. 3 and agreements made in this assurance. This assurance is binding on the district and the persons who are authorized to submit information on behalf of the district.

Check all statements in which the district has complied with the state and federal requirements prohibiting discrimination.

Federal Laws:

- ☐ * Title VI of the Civil Rights Act of 1964 (42 USC 2000d, et. seq.; 34 C.F.R. Part 100), which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the district receives federal financial assistance.

☐ • Title VII of the Civil Rights Act of 1964 (42 USC 2000e, et. seq.; P.L. 88-352), as amended by the Equal Employment Opportunity Act of 1972 (P.L. 92-261), which prohibits discrimination in employment because of an individual's race, color, religion, sex, or national origin.

☐ • Title VII of the Civil Rights Act of 1964 Pregnancy Discrimination Act (within Title VII) (42 USC § 2000e(k)).

☐ • Title IX of the Education Amendments of 1972 (20 USC § 1681; 34 C.F.R. Part 106), which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance.

☐ • The Age Discrimination in Employment Act of 1967 (29 USC § 621; 42 USC § 6101; 29 C.F.R. Part 621), which prohibits discrimination on the basis of age (over 40 years).

☐ • Section 504 of the Rehabilitation Act of 1973 (34 C.F.R. part 104) prohibiting discrimination on the basis of disability.

☐ • The American with Disabilities Act (42 USC § 12101, et seq.), also prohibiting discrimination on the basis of disability.

☐ • Denial of Equal Educational Opportunity Prohibited (20 USC § 1703).

☐ • The Fair Housing Act (42 USC § 3601 et seq.; 24 C.F.R. part 100).

☐ • The Age Discrimination Act of 1975 (42 USC § 6101 and 6102; 34 C.F.R. part 110).

☐ • Prohibition of Discrimination Based on Blindness (20 USC § 1684).

State Laws:

☐ • The Minnesota Human Rights Act (Minn. Stat. § 363A), which prohibits discrimination in education programs and activities on grounds of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual orientation, disability or age.

☐ • Minnesota Statutes, section 121A.031, which requires school districts to have a written policy to prevent and to prohibit student bullying.

☐ • Minnesota Statutes, section 121A.03, which requires school districts to have a policy prohibiting sexual/racial/religion harassment and violence which applies to students, teachers, administrators and other school personnel.

☐ • Minnesota Statutes, section 121A.04, which prohibits sex discrimination in athletic programs.

☐ • Minnesota Rules, part 3500.0550, relating to the Inclusive Educational Program Plan.

☐ • Minnesota Rules, Chapter 3535.0100-.0180; 3535.2300-.2800; 3535.3000-.3700, relating to equality of educational opportunity and school desegregation, and prohibition of discriminatory practices.

By clicking "Submit" you are affirming that these laws are available in each building in the district, that the information that you have provided is accurate, and that you have the authority to submit this assurance on behalf of the district. Clicking "Cancel" will clear data entered.

NOTE: When data entry is complete, click "Submit" to send data to The Minnesota Department of Education.

Submit

Cancel

