

## Regular School Board Meeting

Monday, October 18, 2021 5:00 PM

FHS Library and via Zoom, 1515 11th Street, International Falls, Minnesota 56649

**Topic: Regular School Board Meeting**

**When: Oct 18, 2021 05:00 PM Central Time (US and Canada)**

Please click the link below to join the webinar:

<https://isd361.zoom.us/j/84941659308?pwd=L0FWakNvRnMzZTY0ak9rOT10ZklDZz09>

Passcode: 427547

Or One tap mobile :

US: +13017158592,,84941659308#,,,,\*427547#

or +

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799

or +1 929 205 6099 or +1 253 215 8782

Webinar ID: 849 4165 9308

Passcode: 427547

**CALL TO ORDER**

### 1. Roll Call:

\_\_\_ Toni Korpi

\_\_\_ Emily McGonigle

\_\_\_ Bruce Raboin

\_\_\_ Ted Saxton

\_\_\_ Roxanne Skogstad-Ditsch

JoAnn Smith

\_\_\_ Jennifer Windels

\_\_\_ Kevin Grover

\_\_\_ Mitch Erickson

### 2. Pledge of Allegiance

### **Approval of Agenda**

1. Approve agenda as presented. Motion by \_\_, second by \_\_. Motion carried / failed.

### **Open Forum**

1. Elks September Students of the Month: Gracie Bowles and Anthony Scholler
2. Public Open Forum

### **Consent Agenda**

1. Approve past meeting minutes for the regular school board meeting on September 20th and October 4th.
2. Approve current accounts payable due in the amount of \$1,036,500.64 .
3. Approve payroll in the amount of \$400,051.34 for pay periods September 24th and October 8th.

4. Accept resignation of Wyatt Tessier, Paraprofessional, effective September 24, 2021.
5. Approve hire of Treana Schultz, Cafe Helper, effective October 18, 2021.
6. Approve resignation of Sarah Valentine effective Monday, October 11, 2021.
7. Recognize Mitch Erickson as School Board Student Representative.
8. Approve hire of Rachel Helloid as Assistant Girls Hockey Coach for the 2021-2022 season. This position is hired contingent upon the activity season being held during the 2021-2022 school year. Payment of wages may be prorated based upon whether the season is cut short due to COVID.
9. Recognize the following as volunteer coaches for girls hockey contingent upon background check and completing coaching education requirements from MSHSL.
  1. Jim Knapp
  2. Todd Sether
  3. Glenn Marcotte
  4. Megan Deeter
  5. Amber Tilander
10. Recognize the following as volunteers for Boy's Hockey:
  6. Brady Hjelle
  7. Wyatt Boyum
11. Accept retirement of Jeannie Strand, Elementary Music Teacher, effective December 6, 2021.

**Action Items**

1. Resolution Acceptance of Gifts and Donations. Motion by \_\_, second by \_\_. Motion carried / failed.
2. Approve employment leave request from Sarah Valentine effective Monday, October 11, 2021 for one year. Motion by \_\_, second by \_\_. Motion carried / failed.
3. Approve collective bargaining agreement with L331 - Education MN for July 1, 2021 to June 30, 2023. Motion by \_\_, second by \_\_. Motion carried / failed.
4. Approve collective bargaining agreement with L331 - Education MN for July 1, 2023 to June 30, 2025. Motion by \_\_, second by \_\_. Motion carried / failed.
5. Approve Resolution Dissolving the Education Innovation Partners Cooperative Center, ISD 6091-50. Motion by \_\_, second by \_\_. Motion carried / failed.

**Committee and Administrative Reports**

1. Melissa Tate, Elementary Principal
  - a. FES COVID Update:

2. Tim Everson, Secondary Principal

a. FHS COVID update:

3. Kevin Grover, Superintendent:

a. District COVID update:

b. License Update for Community Education:

Variance has been requested for Community Education Coordinator through MN Board of School Administrators while Beth works to become licensed.

c. Superintendent Goals: Board members - please look over what the subcommittee is providing as a draft of superintendent goals for this year. It would be nice to come to a consensus on Monday if these are acceptable or if there is something the group wants added or adjusted. The thought is that the strategic plan is probably going to encompass many other goals as we look into implementation, but look at the document and have your ideas or questions ready for Monday. Feel free to reach out to Bruce, Emily, Jennifer, or I if you have any immediate questions on this.

4. Committee Reports:

a. Community Education Advisory Board

b. Recreation Commission

**Adjournment**

**REGULAR MEETING MINUTES**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**INDEPENDENT SCHOOL DISTRICT NO. 361**  
**Monday, September 20 2021 at 5:00 p.m.**  
**Meeting Held Via Zoom Meeting and in FHS Library**

**CALL TO ORDER**

Toni Korpi: Present  
Emily McGonigle: Present  
Bruce Raboin: Present  
Ted Saxton: Present  
Roxanne Skogstad-Ditsch: Present  
Joann Smith: Present  
Jennifer Windels: Present  
Voting Members Present: 7.  
Kevin Grover, Superintendent: Present

2. Pledge of Allegiance

**Approval of Agenda**

1. Approve agenda as presented approve. Motion by Jennifer Windels, then second by Joann Smith. Motion Carried.  
Toni Korpi: Yea, Emily McGonigle: Yea, Bruce Raboin: Yea, Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea, Jennifer Windels: Yea  
Yea: 7, Nay: 0

**Open Forum**

1. Public Open Forum. None

**Consent Agenda**

Motion by Roxanne Skogstad-Ditsch, then second by Jennifer Windels to approve consent agenda as presented. Motion Carried.  
Toni Korpi: Yea, Emily McGonigle: Yea, Bruce Raboin: Yea, Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea, Jennifer Windels: Yea  
Yea: 7, Nay: 0

1. Approve past meeting minutes for the regular school board meeting on August 16th and August 31st.
2. Approve current accounts payable due in the amount of \$1,036,500.64 .
3. Approve payroll in the amount of \$315,401.40 for pay periods August 27th and September 10th.
4. Set the Truth In Taxation meeting for December 21, 2021 at 6:00 pm
5. Approve hire of BethAnne Slatinski as Community Education Director effective September 22, 2021.
6. Approve extending the joint powers agreement with the City of International Falls to form the Recreation Commission to December 31, 2021.

7. Approve hire of Nate Harnit as the One Act Play Advisor for the 2021-2022 play season.
8. Approve hire of Jayde Hall as Speech Advisor for the 2021-2022 season.
9. Second Reading of School Board Policy 534 - Unpaid Meal Charges.
10. Approve hire of Karla Olson-Line as Football Cheer Advisor for the 2021-2022 season.

### **Action Items**

1. Resolution Acceptance of Gifts and Donations. Motion by Bruce Raboin, then second by Jennifer Windels. Motion Carried.

Toni Korpi: Yea, Emily McGonigle: Yea, Bruce Raboin: Yea, Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea, Jennifer Windels: Yea  
Yea: 7, Nay: 0

2. Approve the proposed 21 Pay 22 (FY23) Levy at maximum. Motion by Emily McGonigle, then second by Toni Korpi. Motion Carried.

Toni Korpi: Yea, Emily McGonigle: Yea, Bruce Raboin: Yea, Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea, Jennifer Windels: Yea  
Yea: 7, Nay: 0

3. Accept resignation of Dan McGonigle, Community Education Director, effective September 30, 2021. Motion by Roxanne Skogstad-Ditsch, then second by Joann Smith. Motion Carried.

Emily McGonigle: Abstain (With Conflict), Toni Korpi: Yea, Bruce Raboin: Yea, Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea, Jennifer Windels: Yea  
Yea: 6, Nay: 0, Abstain (With Conflict): 1

4. Accept recommendation from the FHS teachers to remove the "No Hat Rule" from the FHS Handbook. Motion by Roxanne Skogstad-Ditsch, then second by Bruce Raboin. Motion Carried.

Toni Korpi: Yea, Emily McGonigle: Yea, Bruce Raboin: Yea, Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea, Jennifer Windels: Yea  
Yea: 7, Nay: 0

5. Approve MOU for 2021-2022 school year with L331 for the Alternative Teacher Professional Pay System. Motion by Toni Korpi, then second by Roxanne Skogstad-Ditsch. Motion Carried.

Toni Korpi: Yea, Emily McGonigle: Yea, Bruce Raboin: Yea, Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea, Jennifer Windels: Yea  
Yea: 7, Nay: 0

### **COVID Updates**

1. District: Reviewed cases; information on District webpage; set meeting frequency for updates; discussed phone call notifications and options to avoid parents/guardians ignoring school calls, as well as, time of call; testing options; setup standards for instructing students in quarantine; homecoming dance will be in arena with two separate groups at two separate times; pepfest in arena.

2. Falls Elementary School (FES): spacing students at lunch, not doing muffins with mom or walk to school; trying virtual parade for homecoming; good mask participation; reinforcing washing hands, etc.

3. Falls High School (FHS): made adjustment to lunch times for spacing accommodations, homecoming discussion, student numbers and mask participation. Brandon Vang also participated in homecoming event discussions on dance, no parade, student activity during week.

4. Set dates for weekly / bi-weekly board work sessions for COVID discussion. 1<sup>st</sup> Monday of each month and at regular board meeting.

### **Committee and Administrative Reports**

1. Melissa Tate, Elementary Principal: gave updates during COVID update; parent teacher conferences in October

2. Tim Everson, Secondary Principal: gave updates during COVID update; parent teacher conferences in October.

3. Kevin Grover, Superintendent: Superintendent Goals. PCA – donation given for all Homecoming week games are free to public.

3.a. Superintendent Goals

4. Strategic Plan

5. Committee Reports:

5.a. Community Education Advisory Board: Dan McGonigle gave program updates.

5.b. Recreation Commission

### **Close Session**

1. The meeting will be closed as permitted by Minnesota Statutes, section 13D.03 to discuss the Districts labor negotiation strategy related to negotiations with L331- Education Minnesota. Motion by Roxanne Skogstad-Ditsch, then second by Toni Korpi to close session at 6:47 pm. Motion Carried.

Toni Korpi: Yea, Emily McGonigle: Yea, Bruce Raboin: Yea, Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea, Jennifer Windels: Yea  
Yea: 7, Nay: 0

### **Adjournment**

Reopen at 7:32 pm and adjourn meeting. Motion by Roxanne Skogstad-Ditsch, then second by Toni Korpi. Motion Carried.

Toni Korpi: Yea, Emily McGonigle: Yea, Bruce Raboin: Yea, Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea, Jennifer Windels: Yea  
Yea: 7, Nay: 0

**Approved Minutes:**

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District Clerk

Date

Board Chair

Date

**SPECIAL MEETING MINUTES**  
**SPECIAL MEETING OF THE BOARD OF EDUCATION**  
**INDEPENDENT SCHOOL DISTRICT NO. 361**  
**Monday, October 4, 2021 at 5:00 p.m.**  
**Meeting Held Via Zoom Meeting and in FHS Library**

**CALL TO ORDER**

Toni Korpi: Absent  
Emily McGonigle: Present  
Bruce Raboin: Present  
Ted Saxton: Present  
Roxanne Skogstad-Ditsch: Present  
Joann Smith: Present  
Jennifer Windels: Present  
Voting Members: Present: 6, Absent: 1.  
Non-Voting Member: Kevin Grover, Present

2. Pledge of Allegiance

**Approval of Agenda**

1. Approve agenda as presented. Motion by Roxanne Skogstad-Ditsch, then second by Emily McGonigle. Motion Carried.

Toni Korpi: Absent, Emily McGonigle: Yea, Bruce Raboin: Yea, Ted Saxton: Yea,  
Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea, Jennifer Windels: Yea  
Yea: 6, Nay: 0, Absent: 1

**Discussion / Working Session**

1. COVID update and discussion. Superintendent Kevin Grover gave updates on District overall cases trending down, staffing shortages are a concern. Tim Everson, Secondary Principal, gave an update including homecoming discussion.

2. ESSER III Application. Superintendent Kevin Grover reviewed planning, need to hold public meetings and needs assessments.

3. School Board Web Page: Need to update pictures and phone numbers on website.

4. Superintendent Goals: waiting for final goal list from Board.

**Adjournment**

Motion by Jennifer Windels, then second by Bruce Raboin to adjourn at 5:35 pm. Motion Carried.

Toni Korpi: Absent, Emily McGonigle: Yea, Bruce Raboin: Yea, Ted Saxton: Yea,  
Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea, Jennifer Windels: Yea  
Yea: 6, Nay: 0, Absent: 1

**Approved Minutes:**

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District Clerk

Date

Board Chair

Date



Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX8319	09/22/2021	7793	HUMBELAU002	Humbert Laurie A	Smore.Com, Pittsburgh, PA, 1520		09/28/2021		Invoiced	A	149.00
	2					Missy's C/C00000	10/03/2021	149.00			
	09/20/2021	7792	HUMBELAU002	Humbert Laurie A	Heggerty Literacy Res, Oak Park	HEGGERTY000	09/28/2021		Invoiced	A	872.21
	2	S&H			1302200061	Missy's C/C00001	10/03/2021	13.51			
	3	ABC Letter Cards			1302200061	Missy's C/C00001	10/03/2021	74.97			
	4	Alphabet Chart			1302200061	Missy's C/C00001	10/03/2021	15.98			
	5	On-Demand PD: Pre-K, Kindergarten & Primary C			1302200061	Missy's C/C00001	10/03/2021	59.97			
	6	myHeggerty: Pre-Kindergarten			1302200061	Missy's C/C00001	10/03/2021	119.97			
	7	Early Pre-Kindergarten Classroom Bundle			1302200061	Missy's C/C00001	10/03/2021	0.00			
	8	Phonological Awareness: Early Pre-Kindergarten			1302200061	Missy's C/C00001	10/03/2021	44.99			
	9	Digital Curriculum: Early Pre-Kindergarten			1302200061	Missy's C/C00001	10/03/2021	49.99			
	10	myHeggerty: Early Pre-Kindergarten			1302200061	Missy's C/C00001	10/03/2021	39.99			
	11	ABC Letter Cards			1302200061	Missy's C/C00001	10/03/2021	24.99			
	12	Alphabet Chart			1302200061	Missy's C/C00001	10/03/2021	7.99			
	13	myHeggerty: Primary			1302200061	Missy's C/C00001	10/03/2021	279.93			
	14	On-Demand PD: Early Pre-Kindergarten Curricul			1302200061	Missy's C/C00001	10/03/2021	19.99			
	15	On-Demand PD: Bridge the Gap			1302200061	Missy's C/C00001	10/03/2021	19.99			
	16	On-Demand PD: Bridge the Gap			1302200061	Missy's C/C00001	10/03/2021	99.95			
	09/10/2021	7791	HUMBELAU002	Humbert Laurie A	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021		Invoiced	A	6.98
	2	2 rolls of Duct Tape			1302200047	Missy's C/C00002	10/03/2021	6.98			
	09/06/2021	7789	HUMBELAU002	Humbert Laurie A	Meds 1 Ambulance Servi, 2183260	MEDS 1 A000	09/28/2021		Invoiced	A	30.00
	2	Nurse Training			1302200050	Missy's C/C00003	10/03/2021	30.00			
	09/06/2021	7790	HUMBELAU002	Humbert Laurie A	Usps Po 2647200549, Intl Falls,	POSTMAST000	09/28/2021		Invoiced	A	149.10
	2	Stamps			1302200041	Missy's C/C00004	10/03/2021	116.00			
	3	Mailing			1302200041	Missy's C/C00004	10/03/2021	33.10			
	09/01/2021	7794	HUMBELAU002	Humbert Laurie A	Dd/Br #363260, International, M	AMAZON B000	09/28/2021		Invoiced	A	342.89
	2	Back to School Doughnuts/Rolls			1302200038	Missy's C/C00005	10/03/2021	342.89			
											6 transaction(s) for XXXXXXXXXXXX8319. Total Amount ==> 1,550.18
XXXXXXXXXXXX8327	09/15/2021	7797	HEISSVIC000	Heiss Victoria L	Flocabulary, Brooklyn, NY, 1120	AMAZON B000	09/28/2021		Invoiced	A	120.00
	2	FLOCABULARY SUBSCRIPTION 1 YEAR 9/14-9/14/2022			2702200001	Tim's C/C00000	10/03/2021	120.00			
	09/06/2021	7796	HEISSVIC000	Heiss Victoria L	Sq Square Weebly, Gosq.Com, CA,	WEEBLY 000	09/28/2021		Invoiced	A	19.95
	2	WEEBLY RENEWAL - SCHOOL WEBSITE KATIE HAMERS			2202200000	Tim's C/C00001	10/03/2021	19.95			
	09/02/2021	7798	HEISSVIC000	Heiss Victoria L	Borderbar, Intl Falls, MN, 5664	BORDER B002	09/28/2021		Invoiced	A	24.54
	1					Tim's C/C00002	10/03/2021	24.54			
											3 transaction(s) for XXXXXXXXXXXX8327. Total Amount ==> 164.49

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX8335	09/23/2021	7800	SteelEug000	Steele Eugene L	Oreilly Auto Parts 39, Internat	O'REILLY000	09/28/2021		Invoiced	A	19.68
	2	Transportation Supplies			7602200010	Gene's C/C00000	10/03/2021	19.68			
	09/21/2021	7799	SteelEug000	Steele Eugene L	Napa Falls Suply 00229, Interna	NAPA FAL000	09/28/2021		Invoiced	A	21.38
	2	Transportation Supplies			7602200011	Gene's C/C00001	10/03/2021	21.38			
	09/01/2021	7801	SteelEug000	Steele Eugene L	Rainy Lake Oil Inc, Internation	KEEP ENT000	09/28/2021		Invoiced	A	22.25
	1	Tire repair				Gene's C/C00002	10/03/2021	22.25			
		3 transaction(s) for XXXXXXXXXXXX8335. Total Amount ==>									63.31
XXXXXXXXXXXX7362	09/23/2021	7806			Clia Laboratory Progra, 888-291	AMAZON B000	09/28/2021		Invoiced	A	180.00
	2	CLIA Laboratory User Fees COVID Testing			7202200003	Stacy's C/C00000	10/03/2021	180.00			
	09/21/2021	7805			Midco, 800-888-1300, MN, 55435,	MIDCONTI000	09/28/2021		Invoiced	A	121.73
	2	Monthly Phone service charge			8102200035	Stacy's C/C00001	10/03/2021	121.73			
	09/09/2021	7804			Amzn Mktp US 2g7416140, Amzn.Co	AMAZON B000	09/28/2021		Invoiced	A	30.00
	2	Tops Penpal Rubber Pen/Pencil Holder, 5/8 x 2			1302200018	Stacy's C/C00002	10/03/2021	30.00			
	09/03/2021	7802			Paul Bunyan Communicat, 2184441	PAUL BUN000	09/28/2021		Invoiced	A	1,200.00
	2	12 Month Contract for 1000Mbps, Midnight-4pm/5			6052200008	Stacy's C/C00003	10/03/2021	1,200.00			
	09/03/2021	7803			Amzn Mktp US 253w18tk2, Amzn.Co	AMAZON B000	09/28/2021		Invoiced	A	4.79
	2	Universal Rubber Bands, Size 16, 1lb Pack			1302200016	Stacy's C/C00004	10/03/2021	4.79			
	08/31/2021	7807			Usps.Com Postal Store, 800-782-	US POSTA000	09/28/2021		Invoiced	A	4,129.10
	2	Regular Envelopes			1102200034	Stacy's C/C00005	10/03/2021	2,048.10			
	3	Window Envelopes			1102200034	Stacy's C/C00005	10/03/2021	2,062.80			
	4	Shipping			1102200034	Stacy's C/C00005	10/03/2021	18.20			
	08/31/2021	7808			Midco, 800-888-1300, MN, 55435,	MIDCONTI000	09/28/2021		Invoiced	A	85.00
	2	Internet Service for Bus Garage			7602200016	Stacy's C/C00006	10/03/2021	85.00			
		7 transaction(s) for XXXXXXXXXXXX7362. Total Amount ==>									5,750.62
XXXXXXXXXXXX7132	09/17/2021	7850	ANDERJER000	Anderson Jeremy R	Oreilly Auto Parts 39, Internat	O'REILLY000	09/28/2021		Invoiced	A	47.74
	2	Transportation Supplies			7602200010	Jeremy's C/C00000	10/03/2021	47.74			
XXXXXXXXXXXX2314	09/27/2021	7858	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	09/28/2021		Invoiced	A	50.05
	1	Supplies for class				Karla's C/C00000	10/03/2021	50.05			
	09/24/2021	7857	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	09/28/2021		Invoiced	A	13.32
	1	Supplies for class				Karla's C/C00000	10/03/2021	13.32			
	09/22/2021	7856	OLSONKAR000	Olson-Line Karla A	In J2m Apparel Co., 218-2857143	J2M APPA000	09/28/2021		Invoiced	A	252.00
	3	FOOTBALL CHEER 1/4 ZIP - FROM FOOTBALL FUND			2502200000	Karla's C/C00001	10/03/2021	252.00			
	09/20/2021	7855	OLSONKAR000	Olson-Line Karla A	Hometown Hobby & Craft, Interna	HOMETOWN000	09/28/2021		Invoiced	A	49.06
	2	Supplies for cheerleading			2502200002	Karla's C/C00002	10/03/2021	49.06			

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount	
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount				
XXXXXXXXXXXX2314	continued...											
	09/17/2021	7852	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	09/28/2021		Invoiced	A	75.63	
	1	Supplies for class				Karla's C/C00000	10/03/2021	75.63				
	09/17/2021	7853	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	09/28/2021		Invoiced	A	37.64	
	1	Supplies for class				Karla's C/C00000	10/03/2021	37.64				
	09/17/2021	7854	OLSONKAR000	Olson-Line Karla A	Teamleader, Plano, TX, 75074, U	TEAMLEAD000	09/28/2021		Invoiced	A	256.26	
	2	Pom Poms			2502200001	Karla's C/C00003	10/03/2021	256.26				
	09/10/2021	7851	OLSONKAR000	Olson-Line Karla A	Hometown Hobby & Craft, Interna	HOMETOWN000	09/28/2021		Invoiced	A	7.68	
	1	Falls Education Foundation Grant - Quilting				Karla's C/C00004	10/03/2021	7.68				
	08/31/2021	7859	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	09/28/2021		Invoiced	A	50.59	
	1	PDT				Karla's C/C00000	10/03/2021	50.59				
											9 transaction(s) for XXXXXXXXXXXXX2314. Total Amount ==>	792.23
XXXXXXXXXXXX2322	09/22/2021	7861	HEISSVIC000	Heiss Victoria L	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021		Invoiced	A	61.93	
	2	BLANKET PO MENARDS G. MCDONALD			2552200002	George's C/C00000	10/03/2021	61.93				
	09/17/2021	7860	HEISSVIC000	Heiss Victoria L	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021		Invoiced	A	365.30	
	2	SANDED GREEN LUMBER			2552200006	George's C/C00001	10/03/2021	299.84				
	3	1/4 SANDED GREEN LUMBER			2552200006	George's C/C00001	10/03/2021	65.46				
											2 transaction(s) for XXXXXXXXXXXXX2322. Total Amount ==>	427.23
XXXXXXXXXXXX3600	09/27/2021	7780	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 2g4vk6962, Amzn.Co	AMAZON B000	09/28/2021		Invoiced	A	47.38	
	2	Bulk Headphones 6 Pack School Headphones for K			1302200063	Laurie's C/C00000	10/03/2021	47.38				
	09/27/2021	7781	HUMBELAU002	Humbert Laurie A	Innovative Office Solu, 9528089	INNOVATI000	09/28/2021		Invoiced	A	89.92	
	2	BATTERY,COPPRTP,AAA,24/BX			1302200069	Laurie's C/C00001	10/03/2021	31.16				
	3	BATTERY,COPPERTP,AA,24/BX			1302200069	Laurie's C/C00001	10/03/2021	31.16				
	4	CARD,INDEX,RULED,3X5,WE			1302200069	Laurie's C/C00001	10/03/2021	10.08				
	5	STAPLES,CHSEL PT,5M/BX			1302200069	Laurie's C/C00001	10/03/2021	17.52				
	09/27/2021	7782	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 2c9ma2pml, Amzn.Co	AMAZON B000	09/28/2021		Invoiced	A	33.93	
	2	TORC Fine Slime Glitter, Resin Glitter Powder			1302200057	Laurie's C/C00002	10/03/2021	6.49				
	3	ZMYBCPACK 12 Pack 13.6 OZ (400 ml) Clear PET P			1302200057	Laurie's C/C00002	10/03/2021	16.99				
	4	Amazon Basics Washable Liquid School Glue, 5 o			1302200057	Laurie's C/C00002	10/03/2021	10.45				
	09/24/2021	7779	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 2c8m691e0, Amzn.Co	AMAZON B000	09/28/2021		Invoiced	A	269.97	
	2	Bulk Classroom Headphones (10 Pack) - On-Ear P			1302200062	Laurie's C/C00003	10/03/2021	269.97				
	09/23/2021	7778	HUMBELAU002	Humbert Laurie A	Teacherspayteachers.Co, 6465880	TEACHERS007	09/28/2021		Invoiced	A	181.23	
	1					Laurie's C/C00004	10/03/2021	181.23				
	09/22/2021	7777	HUMBELAU002	Humbert Laurie A	Teacherspayteachers.Co, 6465880	TEACHERS007	09/28/2021		Invoiced	A	112.14	
	1					Laurie's C/C00004	10/03/2021	112.14				

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
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	09/21/2021	7776	HUMBELAU002	Humbert Laurie A	Amazon.Com	2g8ek6we1 A, Amzn.Co	AMAZON B000	09/28/2021	Invoiced	A	153.62
	2	Sterilite 17531712 15 Quart/14 Liter ClearView			1302200058	Laurie's C/C00005	10/03/2021	153.62			
	09/17/2021	7772	HUMBELAU002	Humbert Laurie A	Amazon.Com	2g3px6dpl A, Amzn.Co	AMAZON B000	09/28/2021	Invoiced	A	108.30
	2	IRIS USA, Inc. IRIS Slim Portable Project Case			1302200052	Laurie's C/C00006	10/03/2021	108.30			
	09/17/2021	7773	HUMBELAU002	Humbert Laurie A	Innovative	Office Solu, 9528089	INNOVATI000	09/28/2021	Invoiced	A	414.72
	2	SHARPENER,ELEC PENCIL,BK			1302200043	Laurie's C/C00007	10/03/2021	66.32			
	3	SCISSORS,ECON,8,BENT,SS			1302200043	Laurie's C/C00007	10/03/2021	13.44			
	4	PORTFOLIO,2 PCKT 25,YL			1302200043	Laurie's C/C00007	10/03/2021	43.20			
	5	MARKER,EXPO 2,CHISEL,BK			1302200043	Laurie's C/C00007	10/03/2021	140.04			
	6	TAPE,MASKING,.5X60YD			1302200043	Laurie's C/C00007	10/03/2021	69.72			
	7	ERASER,DRY ERASE SURFACES			1302200043	Laurie's C/C00007	10/03/2021	29.88			
	8	TAPE,MLNG,2"X800",6/PK,CR			1302200043	Laurie's C/C00007	10/03/2021	52.12			
	09/17/2021	7774	HUMBELAU002	Humbert Laurie A	Amzn Mktpl	US 2g84g3zg2, Amzn.Co	AMAZON B000	09/28/2021	Invoiced	A	64.40
	2	6 Pack Daily Reusable Face Cover Washable Doub			1302200046	Laurie's C/C00008	10/03/2021	30.98			
	3	6 Pack Daily Reusable Face Cover Washable Doub			1302200046	Laurie's C/C00008	10/03/2021	30.98			
	4	Tax - Cost of tax, including shipping tax.			1302200046	Laurie's C/C00008	10/03/2021	2.44			
	09/17/2021	7775	HUMBELAU002	Humbert Laurie A	Innovative	Office Solu, 9528089	INNOVATI000	09/28/2021	Invoiced	A	258.60
	2	SCISSORS,ECON,8,BENT,SS			1302200053	Laurie's C/C00009	10/03/2021	6.72			
	3	DISPENSER,TAPE,DESK,BK			1302200053	Laurie's C/C00009	10/03/2021	30.60			
	4	PEN,BALLPT,ECONOMY,MED,BE			1302200053	Laurie's C/C00009	10/03/2021	16.80			
	5	STAPLER,ECON,FULL			1302200053	Laurie's C/C00009	10/03/2021	34.68			
	6	MARKER,EXPO 2,CHISEL,BE			1302200053	Laurie's C/C00009	10/03/2021	46.68			
	7	MARKER,EXPO 2,CHISEL,RD			1302200053	Laurie's C/C00009	10/03/2021	23.34			
	8	TAPE,MLNG,2"X800",6/PK,CR			1302200053	Laurie's C/C00009	10/03/2021	78.18			
	10	PORTFOLIO,2 PCKT 25,BK			1302200053	Laurie's C/C00009	10/03/2021	21.60			
	09/15/2021	7771	HUMBELAU002	Humbert Laurie A	Amazon.Com	2504m9yr2, Amzn.Com/	AMAZON B000	09/28/2021	Invoiced	A	278.00
	2	GE Double-Door Mini Fridge, Freezer, 3.1 Cu Ft			1302200048	Laurie's C/C00010	10/03/2021	278.00			
	08/30/2021	7783	HUMBELAU002	Humbert Laurie A	Amzn Mktpl	US 2d3s72792, Amzn.Co	AMAZON B000	09/28/2021	Invoiced	A	9.99
	3	TREND enterprises, Inc. Happy Birthday Owl-Sta			1302200031	Laurie's C/C00011	10/03/2021	9.99			
	13 transaction(s) for XXXXXXXXXXXX3600. Total Amount ==>										2,022.20
XXXXXXXXXXXX2606	09/27/2021	7830	HOLT THO000	Holt Thomas T	Dalco Enterprises,	6512516657,	DALCO 000	09/28/2021	Invoiced	A	144.88
	2	VJ 1000044369 GERM-X FOAM 4X1GAFRESH GREEN HAN			8102200073	Tom's C/C00000	10/03/2021	144.88			
	09/27/2021	7831	HOLT THO000	Holt Thomas T	Dalco Enterprises,	6512516657,	DALCO 000	09/28/2021	Invoiced	A	231.84
	2	VJ 1000043392 GERM-X 2X1150MLOMNIPOD GREEN FOA			8102200066	Tom's C/C00001	10/03/2021	231.84			
	09/22/2021	7828	HOLT THO000	Holt Thomas T	Dalco Enterprises,	6512516657,	DALCO 000	09/28/2021	Invoiced	A	2,069.10
	2	SQS P1420TGB 14X20 TILE & GROUTPAD BLUE			8102200066	Tom's C/C00002	10/03/2021	108.08			

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX2606	continued...										
	3	GP 26495 PACIFIC BLUE ULTRA6X1150 BROWN PAPER			8102200066	Tom's C/C00002	10/03/2021	565.60			
	4	VJ 1000043392 GERM-X 2X1150MLOMNIPOD GREEN FOA			8102200066	Tom's C/C00002	10/03/2021	77.28			
	5	DAL DAL2432XB BLACK 500CA24X32 1M ROLL CAN LIN			8102200066	Tom's C/C00002	10/03/2021	311.46			
	6	CP LBR4046X4B BLACK 100CA40X46 1.7M ROLL CAN L			8102200066	Tom's C/C00002	10/03/2021	159.36			
	7	GP 12798 ENVISION 9" 8X10002PLY TOILET TISSUE			8102200066	Tom's C/C00002	10/03/2021	300.06			
	8	DAL 416 RAYON 24OZ WHITE 12CACUT END 1" HB FIN			8102200066	Tom's C/C00002	10/03/2021	63.54			
	9	SQS P1428RED 14X28 RED PAD5CA LIGHT DUTY			8102200066	Tom's C/C00002	10/03/2021	130.32			
	10	SQS P1428SQP 14X28 PREP PAD10CA			8102200066	Tom's C/C00002	10/03/2021	353.40			
	09/22/2021	7829	HOLT	THO000	Holt Thomas T	Techniques, Inc., 8554633600, M	TECHNIQU000	09/28/2021	Invoiced	A	428.00
	2	Hose fabric			8102200065	Tom's C/C00003	10/03/2021	316.00			
	3	Hose clamp			8102200065	Tom's C/C00003	10/03/2021	112.00			
	09/21/2021	7825	HOLT	THO000	Holt Thomas T	Amzn Mktp US 2g7c66i90, Amzn.Co	AMAZON B000	09/28/2021	Invoiced	A	89.33
	2	Master Lock 493B Lockout Tagout Circuit Breake			8102200068	Tom's C/C00004	10/03/2021	12.92			
	3	Master Lock 488 Lockout Tagout Electrical Plug			8102200068	Tom's C/C00004	10/03/2021	12.19			
	4	Genuine Windsor Versamatic 2003 Filter Bags 10			8102200068	Tom's C/C00004	10/03/2021	64.22			
	09/21/2021	7826	HOLT	THO000	Holt Thomas T	Dalco Enterprises, 6512516657,	DALCO 000	09/28/2021	Invoiced	A	2,921.63
	2	SQS EBG-20/ Square scrub pivot floor edger			8102200056	Tom's C/C00005	10/03/2021	2,921.63			
	09/21/2021	7827	HOLT	THO000	Holt Thomas T	Amzn Mktp US 2g9c57ix0, Amzn.Co	AMAZON B000	09/28/2021	Invoiced	A	34.99
	2	12001541, 303373, 303373K Dryer Drum Roller Ki			8102200069	Tom's C/C00006	10/03/2021	34.99			
	09/20/2021	7823	HOLT	THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021	Invoiced	A	67.87
	2	Blanket P.O. for FES supplies			8102200024	Tom's C/C00007	10/03/2021	67.87			
	09/20/2021	7824	HOLT	THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021	Invoiced	A	55.06
	2	FHS Blanket p.o. for Menards			8102200007	Tom's C/C00008	10/03/2021	55.06			
	09/17/2021	7821	HOLT	THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021	Invoiced	A	36.99
	2	Blanket P.O. for FES supplies			8102200024	Tom's C/C00009	10/03/2021	36.99			
	09/17/2021	7822	HOLT	THO000	Holt Thomas T	Decker Equipment, 800-7624899,	DECKER I000	09/28/2021	Invoiced	A	392.56
	2	Shop area clocks and spare			8102200062	Tom's C/C00010	10/03/2021	367.60			
	3	Shipping			8102200062	Tom's C/C00010	10/03/2021	24.96			
	09/15/2021	7818	HOLT	THO000	Holt Thomas T	Amzn Mktp US 2g61b5c32, Amzn.Co	AMAZON B000	09/28/2021	Invoiced	A	39.19
	2	June Fox Cup Dispenser, Wall Mount Cup Dispens			8102200055	Tom's C/C00012	10/03/2021	15.99			
	3	Tebery 300 Pack White Paper Coffee Cups 7oz Di			8102200055	Tom's C/C00012	10/03/2021	23.79			
	4	shipping refund				Tom's C/C00011	10/03/2021	-0.59			
	09/15/2021	7819	HOLT	THO000	Holt Thomas T	Decker Equipment, 800-7624899,	DECKER I000	09/28/2021	Invoiced	A	637.85
	2	White board for Mandi Barron's room, WEE			8102200044	Tom's C/C00013	10/03/2021	328.25			
	3	Shipping			8102200044	Tom's C/C00013	10/03/2021	309.60			
	09/15/2021	7820	HOLT	THO000	Holt Thomas T	Amzn Mktp US 259r19ya2, Amzn.Co	AMAZON B000	09/28/2021	Invoiced	A	419.94
	2	Premium Pack of 500 (20 x 25 Masks) Children's			8102200060	Tom's C/C00014	10/03/2021	419.94			

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
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	09/14/2021	7815	HOLT	THO000	Holt Thomas T	Amzn Mktp US 2g2zr6xm0, Amzn.Co	AMAZON B000	09/28/2021	Invoiced	A	39.78
	2	Office Desk Name Plate or Wall/Door Sign - 2"x			8102200064	Tom's C/C00015	10/03/2021	7.85			
	3	Office Desk Name Plate or Wall/Door Sign - 2"x			8102200064	Tom's C/C00015	10/03/2021	7.85			
	4	Office Desk Name Plate or Wall/Door Sign - 2"x			8102200064	Tom's C/C00015	10/03/2021	7.85			
	5	Office Desk Name Plate or Wall/Door Sign - 2"x			8102200064	Tom's C/C00015	10/03/2021	7.85			
	6	Shipping - Cost of shipping, not including shi			8102200064	Tom's C/C00015	10/03/2021	7.79			
	7	shipping				Tom's C/C00011	10/03/2021	0.59			
	09/14/2021	7816	HOLT	THO000	Holt Thomas T	Dalco Enterprises, 6512516657,	DALCO 000	09/28/2021	Invoiced	A	515.12
	1	Wipes (PO # 1302200037)				Tom's C/C00016	10/03/2021	515.12			
	09/14/2021	7817	HOLT	THO000	Holt Thomas T	Amzn Mktp US 2g2g03xw0, Amzn.Co	AMAZON B000	09/28/2021	Invoiced	A	379.98
	3	Premium Pack of 2,000 Single Use Disposable Fa			8102200060	Tom's C/C00017	10/03/2021	379.98			
	09/10/2021	7813	HOLT	THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021	Invoiced	A	17.97
	2	FHS Blanket p.o. for Menards			8102200007	Tom's C/C00018	10/03/2021	17.97			
	09/10/2021	7814	HOLT	THO000	Holt Thomas T	Dalco Enterprises, 6512516657,	DALCO 000	09/28/2021	Invoiced	A	317.96
	2	3M 25817 5100 12X18 RED PAD 5CABUFFER FLOOR PA			8102200045	Tom's C/C00019	10/03/2021	123.88			
	3	3M 96891 SPP 12X18 SURFACE PREP10CA PAD 18X12			8102200045	Tom's C/C00019	10/03/2021	194.08			
	09/09/2021	7812	HOLT	THO000	Holt Thomas T	Amzn Mktp US 2g8qf6nul, Amzn.Co	AMAZON B000	09/28/2021	Invoiced	A	10.93
	2	Name Plate Choose Color 2 x 8 - Laser Engraved			8102200055	Tom's C/C00020	10/03/2021	5.99			
	3	Shipping - Cost of shipping, not including shi			8102200055	Tom's C/C00020	10/03/2021	4.94			
	09/06/2021	7811	HOLT	THO000	Holt Thomas T	Decker Equipment, 800-7624899,	DECKER I000	09/28/2021	Invoiced	A	117.74
	2	Felt chair/floor protectors			8102200050	Tom's C/C00021	10/03/2021	89.00			
	3	Shipping			8102200050	Tom's C/C00021	10/03/2021	28.74			
	09/03/2021	7809	HOLT	THO000	Holt Thomas T	Amzn Mktp US 253ep5j32, Amzn.Co	AMAZON B000	09/28/2021	Invoiced	A	293.10
	6	amoolo Safety Glasses Clear (Bulk Pack of 48),			8102200052	Tom's C/C00022	10/03/2021	293.10			
	09/03/2021	7810	HOLT	THO000	Holt Thomas T	Amzn Mktp US 258oy6ja2, Amzn.Co	AMAZON B000	09/28/2021	Invoiced	A	79.98
	2	Gamma Ray Protective Goggles Anti-Fog Safety G			8102200052	Tom's C/C00023	10/03/2021	79.98			
	09/01/2021	7832	HOLT	THO000	Holt Thomas T	Dalco Enterprises, 6512516657,	DALCO 000	09/28/2021	Invoiced	A	2,428.78
	2	JP 903904 STRIDE CITRUS 4X1GAGP NEUTRAL CLEANE			8102200045	Tom's C/C00024	10/03/2021	141.65			
	3	VJ 1000043392 GERM-X 2X1150MLOMNIPOD GREEN FOA			8102200045	Tom's C/C00024	10/03/2021	257.60			
	4	HS GL-N135FX GLOVE NITRILE 4MIL10X100 XLARGE P			8102200045	Tom's C/C00024	10/03/2021	192.43			
	5	GP 26495 PACIFIC BLUE ULTRA6X1150 BROWN PAPER			8102200045	Tom's C/C00024	10/03/2021	678.72			
	6	FP EA36CM ECO AIR REFILL 6X6CACUCUMBER MELON P			8102200045	Tom's C/C00024	10/03/2021	194.10			
	7	HS AWUS231 AIRWORKS 6X10CAURINAL SCREEN CITRUS			8102200045	Tom's C/C00024	10/03/2021	187.20			
	8	DAL DAL3858X3B BLACK 100CA38X58 1.5M ROLL CAN			8102200045	Tom's C/C00024	10/03/2021	513.50			
	9	GP 12798 ENVISION 9" 8X10002PLY TOILET TISSUE			8102200045	Tom's C/C00024	10/03/2021	200.04			
	10	DAL 416 RAYON 24OZ WHITE 12CACUT END 1" HB FIN			8102200045	Tom's C/C00024	10/03/2021	63.54			

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description	PO Number	Invoice Number	Invoice Dt	Amount					
XXXXXXXXXXXX2606	continued...										
	09/01/2021	7833	HOLT THO000	Holt Thomas T	Decker Equipment, 800-7624899,	DECKER I000	09/28/2021		Invoiced	A	289.97
	2	Student desk lifter and mover	8102200048	Tom's C/C00025	10/03/2021	188.95					
	3	Instructional door decal Maintenance personnel	8102200048	Tom's C/C00025	10/03/2021	23.70					
	4	Instructional door decal open door slowly	8102200048	Tom's C/C00025	10/03/2021	23.70					
	5	Floor marking tape red	8102200048	Tom's C/C00025	10/03/2021	15.80					
	6	Shipping	8102200048	Tom's C/C00025	10/03/2021	37.82					
							25 transaction(s) for XXXXXXXXXXXX2606. Total Amount ==>				12,060.54
XXXXXXXXXXXX5690	09/09/2021	7784	HEISSVIC000	Heiss Victoria L	Amzn Mktp US 254q39hb2, Amzn.Co	AMAZON B000	09/28/2021		Invoiced	A	131.94
	2	Glencoe Personal Finance, Student Edition (PER	2562200002	Vicki's C/C00000	10/03/2021	108.00					
	3	Shipping - Cost of shipping, not including shi	2562200002	Vicki's C/C00000	10/03/2021	23.94					
	08/31/2021	7788	HEISSVIC000	Heiss Victoria L	Amzn Mktp US 251054vk0, Amzn.Co	AMAZON B000	09/28/2021		Invoiced	A	736.07
	2	Craft Foam Shapes for DIY Crafts (White, 6 Pie	2122200000	Vicki's C/C00001	10/03/2021	63.96					
	3	Paper Mate InkJoy 100RT Retractable Ballpoint	2122200000	Vicki's C/C00001	10/03/2021	19.76					
	4	PILOT G2 Premium Refillable & Retractable Roll	2122200000	Vicki's C/C00001	10/03/2021	54.04					
	5	Color Wheel The Artist's View Catcher	2122200000	Vicki's C/C00001	10/03/2021	387.45					
	6	Alikeke 2 Pcs Wooden Hand Model Flexible Movea	2122200000	Vicki's C/C00001	10/03/2021	135.96					
	7	Loghot Numbered Classroom Sundries Closet Pock	2122200000	Vicki's C/C00001	10/03/2021	14.96					
	8	Honbay 6pcs Pencil Pointer Sandpaper Pointer S	2122200000	Vicki's C/C00001	10/03/2021	39.95					
	9	Ehome Meditation Chimes, Mindfulness Trio Hand	2122200000	Vicki's C/C00001	10/03/2021	19.99					
	08/30/2021	7785	HEISSVIC000	Heiss Victoria L	Amzn Mktp US 258oa9ti0, Amzn.Co	AMAZON B000	09/28/2021		Invoiced	A	57.99
	2	Case of 125 Instant Cold Packs, 5" x 6" (4" x	7202200001	Vicki's C/C00002	10/03/2021	57.99					
	08/30/2021	7786	HEISSVIC000	Heiss Victoria L	Amzn Mktp US 257m62e31, Amzn.Co	AMAZON B000	09/28/2021		Invoiced	A	163.79
	2	American White Cross 28855 Adhesive Bandages,	7202200000	Vicki's C/C00004	10/03/2021	72.50					
	3	Amazon Brand - Solimo Freezer Quart Bags, 120	7202200000	Vicki's C/C00004	10/03/2021	23.86					
	4	ProAdvantage - TM80759 P150125 Flexible Large	7202200000	Vicki's C/C00004	10/03/2021	5.31					
	5	12 Pack Self Adherent Cohesive Wrap Bandages 2	7202200000	Vicki's C/C00004	10/03/2021	39.96					
	6	Dynarex Adhesive Bandage, Fabric Fingertip, 1.	7202200000	Vicki's C/C00004	10/03/2021	15.24					
	7	SHIPPING AND HANDLING		Vicki's C/C00003	10/03/2021	6.92					
	08/30/2021	7787	HEISSVIC000	Heiss Victoria L	Amzn Mktp US 2d0c509p2, Amzn.Co	AMAZON B000	09/28/2021		Invoiced	A	37.59
	2	Elastic Bandage Wrap with Self-Closure [Pack o	7202200000	Vicki's C/C00005	10/03/2021	35.50					
	3	SHIPPING AND HANDLING		Vicki's C/C00003	10/03/2021	2.09					
							5 transaction(s) for XXXXXXXXXXXX5690. Total Amount ==>				1,127.38
XXXXXXXXXXXX8863	09/27/2021	7841	HOLT THO000	Holt Thomas T	Shell Oil 12794875000, Internat		09/28/2021		Invoiced	A	66.19
	1	Gas for lawn mowers		FHS Cust C/C00000	10/03/2021	66.19					

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount	
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount				
XXXXXXXXXXXX8863	continued...											
	09/22/2021	7840	HOLT THO000	Holt Thomas T	Falls Lumber Company I, Interna	FALLS LU000	09/28/2021		Invoiced	A	15.08	
	1	Lattice work for Goose ribbon				FHS Cust C/C00001	10/03/2021	15.08				
	09/20/2021	7839	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021		Invoiced	A	56.41	
	2	FHS Blanket p.o. for Menards			8102200007	FHS Cust C/C00002	10/03/2021	56.41				
	09/17/2021	7838	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021		Invoiced	A	13.08	
	2	Blanket P.O. for FES supplies			8102200024	FHS Cust C/C00003	10/03/2021	13.08				
	09/15/2021	7837	HOLT THO000	Holt Thomas T	Napa Falls Suply 00229, Interna	NAPA FAL000	09/28/2021		Invoiced	A	6.10	
	1	misc. connectors and coupler				FHS Cust C/C00004	10/03/2021	6.10				
	09/06/2021	7835	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021		Invoiced	A	202.47	
	2	FHS Blanket p.o. for Menards			8102200007	FHS Cust C/C00005	10/03/2021	202.47				
	09/06/2021	7836	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021		Invoiced	A	-199.99	
	2	FHS Blanket p.o. for Menards			8102200007	FHS Cust C/C00006	10/03/2021	-199.99				
	09/02/2021	7834	HOLT THO000	Holt Thomas T	Forestland Sales & Ser, Interna	FORESTLA000	09/28/2021		Invoiced	A	30.11	
	1	Mower tire repair				FHS Cust C/C00007	10/03/2021	30.11				
											8 transaction(s) for XXXXXXXXXXXX8863. Total Amount ==>	189.45
XXXXXXXXXXXX9069	09/22/2021	7868	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	09/28/2021		Invoiced	A	18.80	
	2	Last Minute Groceries			7702200007	FES Cafe C/C00000	10/03/2021	18.80				
	09/16/2021	7867	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	09/28/2021		Invoiced	A	9.42	
	2	Last Minute Groceries			7702200007	FES Cafe C/C00001	10/03/2021	9.42				
	09/08/2021	7866	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	09/28/2021		Invoiced	A	51.44	
	2	Last Minute Groceries			7702200007	FES Cafe C/C00002	10/03/2021	51.44				
											3 transaction(s) for XXXXXXXXXXXX9069. Total Amount ==>	79.66
XXXXXXXXXXXX9077	09/14/2021	7870	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	09/28/2021		Invoiced	A	75.86	
	2	Last Minute Groceries			7702200007	FHS Cafe C/C00000	10/03/2021	75.86				
	09/09/2021	7869	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	09/28/2021		Invoiced	A	15.96	
	2	Last Minute Groceries			7702200007	FHS Cafe C/C00001	10/03/2021	15.96				
											2 transaction(s) for XXXXXXXXXXXX9077. Total Amount ==>	91.82
XXXXXXXXXXXX7691	09/20/2021	7842	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021		Invoiced	A	23.48	
	2	Blanket P.O. for FES supplies			8102200024	FES Cust C/C00000	10/03/2021	23.48				
	09/02/2021	7843	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021		Invoiced	A	53.44	
	2	Blanket P.O. for FES supplies			8102200024	FES Cust C/C00001	10/03/2021	53.44				
											2 transaction(s) for XXXXXXXXXXXX7691. Total Amount ==>	76.92

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount	
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount				
XXXXXXXXXXXX8122	09/21/2021	7864	MCGONDAN000	McGonigle Daniel	Amzn Mktp US 2g5e13wyl, Amzn.Co	AMAZON B000	09/28/2021		Invoiced	A	37.96	
	1					Dan's C/C00000	10/03/2021	37.96				
	09/21/2021	7865	MCGONDAN000	McGonigle Daniel	Usps Po 2647200549, Intl Falls,	POSTMAST000	09/28/2021		Invoiced	A	5.44	
	1	Screening mailer				Dan's C/C00001	10/03/2021	5.44				
	09/17/2021	7863	MCGONDAN000	McGonigle Daniel	Usps Po 2647200549, Intl Falls,	POSTMAST000	09/28/2021		Invoiced	A	87.70	
	1					Dan's C/C00001	10/03/2021	87.70				
	09/03/2021	7862	MCGONDAN000	McGonigle Daniel	Usps Po 2647200549, Intl Falls,	POSTMAST000	09/28/2021		Invoiced	A	58.00	
	1					Dan's C/C00001	10/03/2021	58.00				
											4 transaction(s) for XXXXXXXXXXXX8122. Total Amount ==>	189.10
XXXXXXXXXXXX3468	09/09/2021	7795	ERICKJEN000	Erickson Jennifer L	Admit One Products, 714-4423888	ADMIT ON000	09/28/2021		Invoiced	A	71.46	
	2	Stock Admit One Single Roll Tickets 1" x 1.75"			2922200009	Jen's C/C00000	10/03/2021	43.68				
	3	Shipping			2922200009	Jen's C/C00000	10/03/2021	27.78				
XXXXXXXXXXXX2560	09/27/2021	7847	BLESIMIC000	Blesi Michael E	Menards Intl Falls, Intl Falls	MENARDS 000	09/28/2021		Invoiced	A	16.42	
	2	Network blank insert			6052200034	Mike's C/C00000	10/03/2021	2.98				
	3	9/16 Ratched wrench			6052200034	Mike's C/C00000	10/03/2021	7.47				
	4	7/16 Ratched wrench.			6052200034	Mike's C/C00000	10/03/2021	5.97				
	09/09/2021	7846	BLESIMIC000	Blesi Michael E	Generation Genius, Dover, DE, 1	GENERATI000	09/28/2021		Invoiced	A	120.00	
	2	Individual - Yearly Plan(science only)			6052200028	Mike's C/C00001	10/03/2021	120.00				
	09/06/2021	7845	BLESIMIC000	Blesi Michael E	Best Buy 00000430, Duluth, MN,	BEST BUY001	09/28/2021		Invoiced	A	1,229.98	
	2	Apple Macbook Air 13"/512GB/M1			6052200026	Mike's C/C00002	10/03/2021	1,229.98				
	09/02/2021	7844	BLESIMIC000	Blesi Michael E	Siptrunk Inc, 7702827206, GA, 3		09/28/2021		Invoiced	A	281.53	
	2	VoIP Phone System including Yealink Phones, 3C			6052200000	Mike's C/C00003	10/03/2021	281.53				
	08/31/2021	7848	BLESIMIC000	Blesi Michael E	Mosyle Cor Mosyle_man, Winter P	MOSYLE C000	09/28/2021		Invoiced	A	1,925.00	
	2	1-yr Premium Subscription. Mosyle Manager MDM			6052200021	Mike's C/C00004	10/03/2021	1,925.00				
	08/31/2021	7849	BLESIMIC000	Blesi Michael E	Small Town Tech Inc, Intl Falls	SMALL TO000	09/28/2021		Invoiced	A	92.00	
	2	Apple Lighting Charging/Syncing Cable			6052200027	Mike's C/C00005	10/03/2021	92.00				
											6 transaction(s) for XXXXXXXXXXXX2560. Total Amount ==>	3,664.93
											100 transaction(s). Total Amount ==>	28,369.26

\*\*\*\*\* End of report \*\*\*\*\*

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
201124369	ND Child Support Division	8/13/2021	20210813ADC	Child Support	0	\$ 276.93
201124370	Michigan Technological University	8/19/2021	Sutherland	Backus Mem Scholarship for Holden Sutherland	0	\$ 500.00
201124371	RAINY RIVER COMMUNITY COLLEGE	8/19/2021	Paul Harder	Rainy Lake Sportfishing Club 2021 Scholarship	0	\$ 500.00
201124372	Annie's Frozen Yogurt	8/20/2021	25044	Frozen Yogurt	7702200000	\$ 100.00
201124373	ARROWHEAD LIBRARY SYSTEM	8/20/2021	7545	Library Catalog System	6202200000	\$ 625.00
201124374	Filtration Systems Inc	8/20/2021	103877	District wide filters	8102200011	\$ 734.56
	Filtration Systems Inc	8/20/2021	103877	District wide filters	8102200011	\$ 1,752.95
201124375	HILLYARD HUTCHINSON	8/20/2021	604385844	Boiler supplies	8102200017	\$ 1,537.08
	HILLYARD HUTCHINSON	8/20/2021	604394260	Cleaning supplies	7602200004	\$ 343.28
	HILLYARD HUTCHINSON	8/20/2021	604394260	Cleaning supplies	7602200004	\$ 367.80
201124376	K&K MEYERS INC	8/20/2021	22326	Door seals and weather stripping FES	8102200027	\$ 603.70
201124377	LAKESHORE LEARNING MATERIALS	8/20/2021	2712160821	FEF (Walls) PO #1302100402	0	\$ 290.88
201124378	Marco Technologies LLC	8/20/2021	450388665	Copier Leases	1102200002	\$ 673.40
	Marco Technologies LLC	8/20/2021	450388665	Copier Leases	1102200002	\$ 673.38
	Marco Technologies LLC	8/20/2021	450329867	Printer in Business Classroom	3002200003	\$ 115.67
	Marco Technologies LLC	8/20/2021	450329925	Comm Ed; Minolta C458 Copier	5002200000	\$ 197.83
201124379	MN ENERGY RESOURCES CORP	8/20/2021	80221	Natural Gas Services	8102200031	\$ 418.49
	MN ENERGY RESOURCES CORP	8/20/2021	80221	Natural Gas Services	8102200031	\$ 36.07
	MN ENERGY RESOURCES CORP	8/20/2021	80221	Natural Gas Services	8102200031	\$ 12.02
201124380	MN POWER	8/20/2021	81021	Electricity Bill	8102200041	\$ 336.87
	MN POWER	8/20/2021	81021	Electricity Bill	8102200041	\$ 9,895.59
	MN POWER	8/20/2021	81021	Electricity Bill	8102200041	\$ 2,713.13
	MN POWER	8/20/2021	81021	Electricity Bill	8102200041	\$ 5,775.45
	MN POWER	8/20/2021	81021	Electricity Bill	8102200041	\$ 8,139.38
201124380	MN POWER	8/20/2021	81021	Electricity Bill	8102200041	\$ 304.15
201124381	Prairie Fire Children's Theater	8/20/2021	Intl Falls	Security Deposit	5002200007	\$ 500.00
201124382	Rainy Lake Gazette	8/20/2021	31	Advertising Local Newspaper	1102200031	\$ 225.00
201124383	RAPTOR TECHNOLOGIES	8/20/2021	17028	Visitor Badge Software Access	6052200015	\$ 1,275.00
201124384	RENAISSANCE LEARNING INC	8/20/2021	5221661	myIGDI's subscription	6052200013	\$ 525.00
	RENAISSANCE LEARNING INC	8/20/2021	52211669	3 yr subscription FES & FHS	1102200027	\$ 8,763.54

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	RENAISSANCE LEARNING INC	8/20/2021	52211669	3 yr subscription FES & FHS	1102200027	\$ 5,323.46
	RENAISSANCE LEARNING INC	8/20/2021	55221183	3 yr subscription FES & FHS	1102200027	\$ 24,784.52
	RENAISSANCE LEARNING INC	8/20/2021	55221183	3 yr subscription FES & FHS	1102200027	\$ 15,055.48
201124385	Riverfront Bar and Grill	8/20/2021	021-0814	Hall of Fame Banquet Catering	3002200012	\$ 3,994.33
201124386	SHANNONS INC	8/20/2021	Draw 1	FES HVAC work	8102200013	\$ 12,095.10
201124387	SKYWARD INC MN BRANCH	8/20/2021	212652	Skylert (12 Months)	6052200014	\$ 1,848.00
201124388	TIERNEY BROTHERS INC	8/20/2021	848823	Hardware for Smart Boards	6052200002	\$ 177.96
201124391	POSTMASTER	8/23/2021	82321	Back to School Bilk Mailing Postage	0	\$ 438.21
201124392	DEMCO INC	8/26/2021	6989919	FES Supplies (Back to school for teachers)	1302200005	\$ 267.73
201124393	GUARDIAN PEST CONTROL INC	8/26/2021	2277539	Pest Control Service	8102200019	\$ 64.65
201124394	Hiller Commercial floors	8/26/2021	2109664	Repair of FES gym floor	8102200004	\$ 100.00
201124395	KOOCHICHING COUNTY	8/26/2021	73121	Tipping Fees	8102200047	\$ 107.00
201124396	Manage Mindfully	8/26/2021	1543	HS Site License C - Move This World (6-12)	3002200010	\$ 4,676.75
201124397	Marco Technologies LLC	8/26/2021	9023936	Bus Office Copy Per Copy	1102200017	\$ 22.53
	Marco Technologies LLC	8/26/2021	9019566	FES; Canon 1025N Copier	1302200028	\$ 96.55
201124398	OFFICE DEPOT	8/26/2021	1.8913E+11	FHS OFFICE SUPPLIES	3002200017	\$ 175.92
	OFFICE DEPOT	8/26/2021	1.8699E+11	Printer cartridge for Guidance Office - HP 26A	7102200001	\$ 112.46
	OFFICE DEPOT	8/26/2021	1.8805E+11	FES Supplies	1302200022	\$ 105.34
	OFFICE DEPOT	8/26/2021	1.8805E+11	FES Supplies	1302200022	\$ 128.10
201124399	School Datebooks	8/26/2021	S21-0211351	FES Teacher Planners	1302200008	\$ 234.08
201124400	SOUND NORTH	8/26/2021	6750	Programs for HOF Banquet	3002200013	\$ 395.00
	SOUND NORTH	8/26/2021	6756	Football Playbooks	3002200027	\$ 961.00
201124401	TechCheck	8/26/2021	44821	New Phone System	6052200000	\$ 18,982.00
201124402	TK Elevator Corp	8/26/2021	5001603405	Elevator Trouble shooting	8102200022	\$ 366.38
201124403	UHL	8/26/2021	26895	Software upgrade to FHS system to match new FES system	8102200049	\$ 3,343.00
201124404	UNITED TRUCK BODY	8/26/2021	548848	Bus Parts	7602200015	\$ 389.31
201124405	Vig Solutions	8/26/2021	10462	Touch Screens Notebooks	6052200007	\$ 9,568.00

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201124406	Zoom Video Communications	8/26/2021	INV10296613	Zoom Webinar	6052200020	\$ 41.59
201124407	ISD #361	8/25/2021	Start up Cash	Start-Up Cash for Game Gates	0	\$ 900.00
201124408	Mann, Tess	8/25/2021	Brock Hell	Lunch Account Refund	0	\$ 60.00
201124409	AFSCME Council 65	8/27/2021	20210827ADA	Payroll accrual	0	\$ 938.78
	AFSCME Council 65	8/27/2021	20210827ADA	Payroll accrual	0	\$ 12.97
	AFSCME Council 65	8/27/2021	20210827ADA	Payroll accrual	0	\$ 16.67
	AFSCME Council 65	8/27/2021	20210827ADA	Payroll accrual	0	\$ 0.33
201124410	ND Child Support Division	8/27/2021	20210827ADC	Child Support	0	\$ 276.93
201124411	SHANNONS INC	8/31/2021	21473	July Labor for Wiring Boiler	0	\$ 280.00
	SHANNONS INC	8/31/2021	21480	Pool Munchkin Boiler replacement.	8102100182	\$ 16,520.00
201124412	ISD #690	8/31/2021	CC 9/13/21	CC Meet Entry Fee 9/13/21 @ Warroad	0	\$ 100.00
201124413	Roseau High School	8/31/2021	CC 9/9/21	CC Meet Entry Fee 9/9/21 @ Roseau	0	\$ 100.00
201124414	Viterbo University	8/31/2021	B Koenig	Bryant Koenig 2021 Tony Lynch Scholarship Award; Student ID 773679	0	\$ 500.00
201124415	Align Chiropractic & Wellness Center, F	9/3/2021	8/26/2021	DOT Physical (K.P)	7602200009	\$ 95.00
	Align Chiropractic & Wellness Center, F	9/3/2021	82121	DOT Physicals (R.F & M. F)	7602200009	\$ 190.00
	Align Chiropractic & Wellness Center, F	9/3/2021	1236-CO1	DOT Physicals (P.F)	7602200009	\$ 95.00
	Align Chiropractic & Wellness Center, F	9/3/2021	1269-CO1	DOT Physicals (M. H)	7602200009	\$ 95.00
201124416	BSN SPORTS	9/3/2021	913400110	Football Padded Flip Down Indicator	2922200002	\$ 175.95
201124417	EdClub, Inc	9/3/2021	195721	Student Licenses	6052200017	\$ 1,561.50
201124418	Education Innovation Partners	9/3/2021	1579	EIP Monthly Billing	6052200025	\$ 206.25
201124419	FRONTIER	9/3/2021	81621	Monthly Telephone Service	8102200018	\$ 35.92
	FRONTIER	9/3/2021	81621	Monthly Telephone Service	8102200018	\$ 921.43
	FRONTIER	9/3/2021	81621	Monthly Telephone Service	8102200018	\$ 11.75
	FRONTIER	9/3/2021	81621	Monthly Telephone Service	8102200018	\$ 284.10
	FRONTIER	9/3/2021	81621	Monthly Telephone Service	8102200018	\$ 39.03
201124420	Hanover Insurance Group	9/3/2021	1523339587-C	Insurance	1102200033	\$ 19,060.50
	Hanover Insurance Group	9/3/2021	1523339587-C	Insurance	1102200033	\$ 69,592.97

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201124421	HEINEMANN	9/3/2021	7355779	FES SpED	1302200007	\$ 11,202.63
201124422	IMPACT APPLICATIONS INC	9/3/2021	20214748	Baseline Concussion Tests	0	\$ 444.00
201124423	LVC Companies Inc	9/3/2021	68193	Kitchen; Semi Annual Fire Inspection	8102200020	\$ 614.40
201124423	LVC Companies Inc	9/3/2021	68424	Change order to new Fire panel, add cellular dialer and annual cellular monitoring	8102200043	\$ 250.94
	LVC Companies Inc	9/3/2021	68424	Change order to new Fire panel, add cellular dialer	8102200043	\$ 146.06
	LVC Companies Inc	9/3/2021	Draw 3	New fire alarm system FHS	8102200000	\$ 60,153.05
201124424	MIDCONTINENT COMMUNICATIONS	9/3/2021	82721	ALC Phone & Data	3002200001	\$ 166.63
	MIDCONTINENT COMMUNICATIONS	9/3/2021	81621	Fields; Internet Service	3002200009	\$ 5.39
201124425	MN ENERGY RESOURCES CORP	9/3/2021	82521	Natural Gas Services	8102200031	\$ 44.13
	MN ENERGY RESOURCES CORP	9/3/2021	82521	Natural Gas Services	8102200031	\$ 1,993.67
201124426	MN SCHOOL BOARD ASSN	9/3/2021	28044V4S3S9	2 Summer Board Training Sessions	0	\$ 450.00
201124427	ROCHESTER TELECOM SYSTEMS INC	9/3/2021	10140	Long Distance Phone Calls	8102200032	\$ 25.35
	ROCHESTER TELECOM SYSTEMS INC	9/3/2021	10140	Long Distance Phone Calls	8102200032	\$ 25.34
201124428	VOYAGEUR REFRIGERATION ICE INC	9/3/2021	7362	Walk in freezer trouble shooting	8102200025	\$ 523.43
	VOYAGEUR REFRIGERATION ICE INC	9/3/2021	7362	Walk in freezer trouble shooting	8102200025	\$ 2,901.30
201124429	WATER DEPT	9/3/2021	82021	Water Usage	8102200021	\$ 2,091.93
	WATER DEPT	9/3/2021	82021	Water Usage	8102200021	\$ 901.55
	WATER DEPT	9/3/2021	82021	Water Usage	8102200021	\$ 632.03
	WATER DEPT	9/3/2021	82021	Water Usage	8102200021	\$ 50.92
	WATER DEPT	9/3/2021	82021	Water Usage	8102200021	\$ 1,085.74
201124430	Wherley, Jim	9/3/2021	83121	Reimbursement for 5 HOF Tickets	0	\$ 125.00
201124431	BSN SPORTS	9/3/2021	912646388	FES Phy Ed (Schmidt)	1302100349	\$ 375.82
201124432	Hildi Inc	9/3/2021	12812	FY21 Actuarial Valuations	0	\$ 5,500.00
201124433	Briski, Melissa	9/9/2021	9/2/21	Vball Volleyball Official on 9/2/21	0	\$ 100.00

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
201124434	Chavers, Edward	9/9/2021	9/2/21	Football Official on 9/2/21 vs Mountain Iron	0	\$ 95.00
201124435	Eveleth Gilbert Cross Country Boosters	9/9/2021	9/16/21	CC Entry Fee on 9/16/21 vs Chisholm	0	\$ 100.00
201124436	Sandberg, DEE ANN	9/9/2021	8/31/21	Vball Volleyball A/B on 8/31/21 vs North Woods	0	\$ 100.00
201124437	SAVELA, DAWN	9/9/2021	9/2/21	Vball Volleyball Official on 9/2/21 vs Mountain Iron	0	\$ 100.00
	SAVELA, DAWN	9/9/2021	9/2/21	Vball Volleyball Official on 9/2/21 vs Mountain Iron	0	\$ 114.24
201124438	Scofield, Nicole	9/9/2021	8/26/21	Vball Volleyball Ref JV/V on 8/26/21 vs Two Harbors	0	\$ 100.00
201124439	Simonson, Trevor	9/9/2021	9/2/21	Football Official on 9/2/21 vs Chisholm	0	\$ 95.00
201124440	Skoglund, Taylor	9/9/2021	9/2/21	Football Official on 9/2/21 vs Chisholm	0	\$ 95.00
201124441	SOUTHGATE, Gary	9/9/2021	8/31/21	Vball Volleyball A/B Ref on 8/31/21 vs North Woods	0	\$ 100.00
	SOUTHGATE, Gary	9/9/2021	8/31/21	Vball Volleyball A/B Ref on 8/31/21 vs North Woods	0	\$ 110.88
201124442	VAKE, Adam	9/9/2021	9/2/21	Football Official on 9/2/21 vs Chisholm	0	\$ 95.00
201124443	VAKE, TRAVIS	9/9/2021	8/26/21	Vball Volleyball A/B Ref on 8/26/21 vs Two Harbors	0	\$ 100.00
	VAKE, TRAVIS	9/9/2021	8/26/21	Vball Volleyball A/B Ref on 8/26/21 vs Two Harbors	0	\$ 106.96
	VAKE, TRAVIS	9/9/2021	9/2/21	Football Official on 9/2/21 vs Chisholm	0	\$ 95.00
	VAKE, TRAVIS	9/9/2021	9/2/21	Football Official on 9/2/21 vs Chisholm	0	\$ 106.96
201124444	Annie's Frozen Yogurt	9/10/2021	25119	Frozen Yogurt	7702200000	\$ 100.00

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201124445	Aviben	9/10/2021	20255	403b Third Party Admin Svc	1102200006	\$ 166.93
201124446	CROWN AWARDS	9/10/2021	35132499	Girls Swimming Meet Ribbons, Boosters	3002200032	\$ 106.12
201124447	DISTRIBUTED WEBSITE CORP	9/10/2021	62066	rSchool Today Activity Scheduler Renewal	2922200010	\$ 895.00
201124448	Erickson's Lawn Care	9/10/2021	361SFB21B	Football Boosters Field Maintenance	3002200035	\$ 335.00
	Erickson's Lawn Care	9/10/2021	361SFBF21	FY21Foot Boosters Field Maintenance	0	\$ 550.00
201124449	Explore Learning	9/10/2021	4162369	FES Renewal Notice	1302200000	\$ 2,965.50
201124450	HEINEMANN	9/10/2021	7359361	FES SpED	1302200007	\$ 5,370.75
201124451	HOUGHTON MIFFLIN	9/10/2021	955349687	FES Journey Common Core Reader's Notebook	1302200035	\$ 610.40
	HOUGHTON MIFFLIN	9/10/2021	955928234	FES Journeys Common Core Reader's Notebook Consumable	1302200010	\$ 3,165.83
201124452	Innovative	9/10/2021	3459152	FES Supplies	1302200021	\$ 700.87
	Innovative	9/10/2021	3450668	FHS Office Supplies	3002200018	\$ 2,020.87
	Innovative	9/10/2021	IN3369758	FES Supplies (Tate)	1302100376	\$ 369.52
201124453	MCGRAW HILL COMPANIES	9/10/2021	1.1852E+11	Software	1102200001	\$ 26,000.00
201124454	MN GRADUATE SERVICES LTD	9/10/2021	103	FHS DIPLOMA FOR J.B.	3002200034	\$ 25.00
201124455	MN TELECOMMUNICATIONS	9/10/2021	7690	Monthly Broadband Services	6052200003	\$ 1,512.50
201124456	MSHSL	9/10/2021	38693	MSHSL Activity Fees for 21-22	2922200008	\$ 4,372.80
201124457	PEPPER JW & SON INC	9/10/2021	363538903	CHOIR SUPPLIES/E. SWANSON	2582200000	\$ 68.24
	PEPPER JW & SON INC	9/10/2021	363552600	CHOIR SUPPLIES	2582200000	\$ 15.00
201124458	Rainy Lake Gazette	9/10/2021	71	Advertising Local Newspaper	1102200031	\$ 150.00
201124459	Read Naturally	9/10/2021	248675	REad Live Licenses	6052200019	\$ 2,584.00
201124460	SCHOOL SPECIALTY	9/10/2021	2.0813E+11	FES Supplies (Katrin, Little, Pavleck, Nault)	1302200019	\$ 282.54
	SCHOOL SPECIALTY	9/10/2021	2.0813E+11	FES PK Supplies	1302200034	\$ 323.76
	SCHOOL SPECIALTY	9/10/2021	2.0813E+11	FES Supplies (Wood)	1302200015	\$ 146.49
201124461	Staples Technology Solutions	9/10/2021	LRG337	Google Chrome License	6052200016	\$ 7,750.00
	Staples Technology Solutions	9/10/2021	LPX992	Chromebooks	6052200016	\$ 44,949.91
201124462	THEME AND VARIATIONS	9/10/2021	123950	FES Music Supplies	1302200024	\$ 730.00

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201124463	TOP THAT! BY LONI	9/10/2021	20378	Football Bags - Zipper Repair	2922200007	\$ 100.00
201124464	Unfold the Soul INC	9/10/2021	151	Professional Development	0	\$ 6,500.00
201124465	HIBBING GIRLS SWIM CLUB	9/10/2021	9/18/21	Swim Girls Swimming Entry Fee on 9/18/21 for Hibbing Invitational	0	\$ 100.00
201124466	ISD 2909	9/10/2021	9/11/21	Vball Volleyball JV Tournament Entry Fee in Virginia	0	\$ 75.00
201124467	Tracy, Steven	9/10/2021	9/7/21	Vball Volleyball Official on 9/7/21 vs Mesabi East	0	\$ 100.00
	Tracy, Steven	9/10/2021	9/7/21	Vball Volleyball Official on 9/7/21 vs Mesabi East	0	\$ 78.62
201124468	ND Child Support Division	9/10/2021	20210910ADC	Child Support	0	\$ 332.31
201124469	AT & T Mobility	9/20/2021	28729771316	IT Dir. Phone and Bus WI-FI	1102200028	\$ 229.38
	AT & T Mobility	9/20/2021	28729771316	IT Dir. Phone and Bus WI-FI	1102200028	\$ 49.92
201124470	AUTO-JET MUFFLER CORP	9/20/2021	473046	Elbow ID/OD	0	\$ 119.09
201124471	CITIZENS FOR BACKUS	9/20/2021	90121	ALC Lease Agreement	3002200000	\$ 722.62
201124472	CliftonLarsonAllen LLP	9/20/2021	2979901	Audit services for payroll, and JPA review	1102200035	\$ 2,278.50
201124473	COMMITTEE FOR CHILDREN	9/20/2021	2023921	FES Digital Program - Second Step Grades K-8	1302200025	\$ 2,259.00
201124474	DISCOUNT SCHOOL SUPPLY	9/20/2021	P4073632010	FES Supplies	5002200008	\$ 344.21
201124475	FRIENDS GARBAGE SERVICE, LLC	9/20/2021	9236852	Garbage Pickups	8102200034	\$ 1,874.34
201124476	GOODHEART WILCOX PUBLISHER	9/20/2021	1808067	PER CYCLE ORDER METAL SHOP	2552200000	\$ 3,803.91
201124477	K&K MEYERS INC	9/20/2021	590	Replacement combination locker locks	8102200054	\$ 979.39
201124478	KANTOR ELECTRIC INC	9/20/2021	16665	Cat 6 Network Cable to Pool Equipment Room	6052200030	\$ 160.18
	KANTOR ELECTRIC INC	9/20/2021	16663	Parking lot cameras	6052200001	\$ 4,687.00
	KANTOR ELECTRIC INC	9/20/2021	16650	Labor for hooking up electrical for pool pump	8102200058	\$ 100.00
201124479	RAINY LAKE MEDICAL CENTER	9/20/2021	3739	OT/PT & Speech Services	1102200014	\$ 1,734.54
	RAINY LAKE MEDICAL CENTER	9/20/2021	3739	OT/PT & Speech Services	1102200014	\$ 334.66
201124480	SAVVAS LEARNING CO	9/20/2021	4026449630	St Thomas Textbooks	1102200030	\$ 359.99

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	SAVVAS LEARNING CO	9/20/2021	7027661802	St Thomas Textbooks	1102200030	\$ 1,655.25
201124481	Seesaw Learning, Inc.	9/20/2021	2021-56885	FES Subscription Renewal	1302200042	\$ 1,650.00
201124482	SHANNONS INC	9/20/2021	21596	pool flange repair	8102200059	\$ 140.00
201124483	SUPREME SCHOOL SUPPLY	9/20/2021	132394	FES Teacher Planners	1302200032	\$ 164.64
201124484	Tilson Bay Company	9/20/2021	713	FEF Bowling Jerseys Ralph Ruelle	3002200015	\$ 1,200.00
201124485	Time for Kids	9/20/2021	4100497124	FES Classroom Subscription - Wendt	1302200012	\$ 123.75
201124486	Zoom Video Communications	9/20/2021	INV10659734	Education Annual and Webinar	6052200029	\$ 2,047.50
	Zoom Video Communications	9/20/2021	INV10659734	Education Annual and Webinar	6052200029	\$ 6,142.50
201124487	MN ENERGY RESOURCES CORP	9/17/2021	0507263223-C	Natural Gas Services	8102200031	\$ 36.07
	MN ENERGY RESOURCES CORP	9/17/2021	0507263223-C	Natural Gas Services	8102200031	\$ 12.02
	MN ENERGY RESOURCES CORP	9/17/2021	0503526034-C	Natural Gas Services	8102200031	\$ 370.92
201124488	MN POWER	9/17/2021	90921	Electricity Bill	8102200041	\$ 374.91
	MN POWER	9/17/2021	90921	Electricity Bill	8102200041	\$ 4,236.11
	MN POWER	9/17/2021	90921	Electricity Bill	8102200041	\$ 1,532.35
	MN POWER	9/17/2021	90921	Electricity Bill	8102200041	\$ 6,052.89
	MN POWER	9/17/2021	90921	Electricity Bill	8102200041	\$ 4,597.06
	MN POWER	9/17/2021	90921	Electricity Bill	8102200041	\$ 245.27
201124489	Bachschneider, Holly	9/16/2021	9/7/21	Vball Volleyball Official on 9/7/21 vs Mesabi East	0	\$ 100.00
	Bachschneider, Holly	9/16/2021	9/7/21	Vball Volleyball Official on 9/7/21 vs Mesabi East	0	\$ 52.42
201124490	MASC/MAHS	9/16/2021	2	Cost of membership to MASC/MAHS.	0	\$ 140.00
201124491	RAINY RIVER COMMUNITY COLLEGE	9/16/2021	Christie	Wallace Haglund Scholarship Award - \$250 for Samantha Christie, 2020-2021 school year	0	\$ 250.00
201124492	AUTO-JET MUFFLER CORP	9/17/2021	459428	Muffler Hanger, V-Clamp, Seal Clamp	0	\$ 155.34

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201124493	BSN SPORTS	9/17/2021	913555373	Softball Belts, Plates & Scorebook, Baseball Uniform	2922100043	\$ 14.29
	BSN SPORTS	9/17/2021	913555373	Softball Belts, Plates & Scorebook, Baseball Uniform	2922100043	\$ 169.09
202100071	Aviben	8/13/2021	20210813ADT	Payroll accrual	0	\$ 280.48
	Aviben	8/13/2021	20210813ADT	Payroll accrual	0	\$ 175.00
	Aviben	8/13/2021	20210813ADT	Payroll accrual	0	\$ 196.16
	Aviben	8/13/2021	20210813ADT	Payroll accrual	0	\$ 60.00
	Aviben	8/13/2021	20210813ADT	Payroll accrual	0	\$ 150.00
	Aviben	8/13/2021	20210813ADT	Payroll accrual	0	\$ 184.62
	Aviben	8/13/2021	20210813AFT	TSA Benefit	0	\$ 96.16
	Aviben	8/13/2021	20210813AFT	TSA Benefit	0	\$ 115.38
	Aviben	8/13/2021	20210813AFT	TSA Benefits	0	\$ 60.00
	Aviben	8/13/2021	20210813AFT	TSA Benefit	0	\$ 96.15
202100072	Empower Retirement	8/13/2021	20210813ADC	Payroll accrual	0	\$ 450.00
	Empower Retirement	8/13/2021	20210813ADC	Payroll accrual	0	\$ 50.00
	Empower Retirement	8/13/2021	20210813AFH	HCSP	0	\$ 293.08
	Empower Retirement	8/13/2021	20210813AFH	HCSP	0	\$ 6.92
202100073	Internal Revenue Service	8/13/2021	20210813ADF	Payroll accrual	0	\$ 3,045.85
	Internal Revenue Service	8/13/2021	20210813ADF	Payroll accrual	0	\$ 198.74
	Internal Revenue Service	8/13/2021	20210813ADF	Payroll accrual	0	\$ 35.43
	Internal Revenue Service	8/13/2021	20210813ADF	Payroll accrual	0	\$ 4,159.02
	Internal Revenue Service	8/13/2021	20210813ADF	Payroll accrual	0	\$ 275.95
	Internal Revenue Service	8/13/2021	20210813ADF	Payroll accrual	0	\$ -
	Internal Revenue Service	8/13/2021	20210813ADM	Payroll accrual	0	\$ 712.33
	Internal Revenue Service	8/13/2021	20210813ADM	Payroll accrual	0	\$ 46.48
	Internal Revenue Service	8/13/2021	20210813ADM	Payroll accrual	0	\$ 8.28
	Internal Revenue Service	8/13/2021	20210813AFFI	FICA Benefit	0	\$ 3,045.85
	Internal Revenue Service	8/13/2021	20210813AFFI	FICA Benefit	0	\$ 198.74
	Internal Revenue Service	8/13/2021	20210813AFFI	FICA Benefit	0	\$ 35.43
	Internal Revenue Service	8/13/2021	20210813AFM	Medicare Benefit	0	\$ 712.33
	Internal Revenue Service	8/13/2021	20210813AFM	Medicare Benefit	0	\$ 46.48
	Internal Revenue Service	8/13/2021	20210813AFM	Medicare Benefit	0	\$ 8.28

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202100074	MINNESOTA REVENUE	8/13/2021	20210813ADS	Payroll accrual	0 \$	20.00
	MINNESOTA REVENUE	8/13/2021	20210813ADS	Payroll accrual	0 \$	1,910.78
202100074	MINNESOTA REVENUE	8/13/2021	20210813ADS	Payroll accrual	0 \$	117.90
	MINNESOTA REVENUE	8/13/2021	20210813ADS	Payroll accrual	0 \$	-
202100075	MN Teachers Retirement Association	8/13/2021	20210813ADT	Payroll accrual	0 \$	1,161.97
	MN Teachers Retirement Association	8/13/2021	20210813ADT	Payroll accrual	0 \$	161.83
	MN Teachers Retirement Association	8/13/2021	20210813ADT	Payroll accrual	0 \$	40.58
	MN Teachers Retirement Association	8/13/2021	20210813AFTI	TRA Benefit	0 \$	1,292.12
	MN Teachers Retirement Association	8/13/2021	20210813AFTI	TRA Benefit	0 \$	179.95
	MN Teachers Retirement Association	8/13/2021	20210813AFTI	TRA Benefit	0 \$	45.12
202100076	Public Employees Retirement Associati	8/13/2021	20210813ADC	Payroll accrual	0 \$	30.00
	Public Employees Retirement Associati	8/13/2021	20210813ADP	Payroll accrual	0 \$	2,288.51
	Public Employees Retirement Associati	8/13/2021	20210813ADP	Payroll accrual	0 \$	43.98
	Public Employees Retirement Associati	8/13/2021	20210813ADP	Payroll accrual	0 \$	1.98
	Public Employees Retirement Associati	8/13/2021	20210813AFD	DCP Benefit	0 \$	30.00
	Public Employees Retirement Associati	8/13/2021	20210813AFP	PERA Benefit	0 \$	2,640.58
	Public Employees Retirement Associati	8/13/2021	20210813AFP	PERA Benefit	0 \$	50.75
	Public Employees Retirement Associati	8/13/2021	20210813AFP	PERA Benefit	0 \$	2.29
202100077	MN PEIP	8/23/2021	1110485	Health Insurance-September	0 \$	120,246.94
202100078	Aviben	8/27/2021	20210827ADT	Payroll accrual	0 \$	173.08
	Aviben	8/27/2021	20210827ADT	Payroll accrual	0 \$	196.14
	Aviben	8/27/2021	20210827ADT	Payroll accrual	0 \$	1,290.10
	Aviben	8/27/2021	20210827ADT	Payroll accrual	0 \$	2,489.76
	Aviben	8/27/2021	20210827ADT	Payroll accrual	0 \$	24.84
	Aviben	8/27/2021	20210827ADT	Payroll accrual	0 \$	1,621.77
	Aviben	8/27/2021	20210827ADT	Payroll accrual	0 \$	384.62
	Aviben	8/27/2021	20210827ADT	Payroll accrual	0 \$	288.47
	Aviben	8/27/2021	20210827ADT	Payroll accrual	0 \$	700.38
	Aviben	8/27/2021	20210827ADT	Payroll accrual	0 \$	65.38
	Aviben	8/27/2021	20210827ADT	Payroll accrual	0 \$	250.00
	Aviben	8/27/2021	20210827ADT	Payroll accrual	0 \$	2,367.56
	Aviben	8/27/2021	20210827ADT	Payroll accrual	0 \$	53.61
	Aviben	8/27/2021	20210827AFTI	TSA Benefit	0 \$	92.30

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	Aviben	8/27/2021	20210827AFT	TSA Benefit	0 \$	196.14
	Aviben	8/27/2021	20210827AFT	TSA Benefit	0 \$	221.54
	Aviben	8/27/2021	20210827AFT	TSA Benefit	0 \$	1,162.96
	Aviben	8/27/2021	20210827AFT	TSA Benefit	0 \$	24.84
202100078	Aviben	8/27/2021	20210827AFT	TSA Benefit	0 \$	346.53
	Aviben	8/27/2021	20210827AFT	Payroll accrual	0 \$	84.62
	Aviben	8/27/2021	20210827AFT	TSA Benefit	0 \$	46.15
	Aviben	8/27/2021	20210827AFT	TSA Benefits	0 \$	283.06
	Aviben	8/27/2021	20210827AFT	TSA Benefit	0 \$	65.38
	Aviben	8/27/2021	20210827AFT	TSA Benefit	0 \$	65.38
	Aviben	8/27/2021	20210827AFT	TSA Benefit	0 \$	785.97
	Aviben	8/27/2021	20210827AFT	TSA Benefit	0 \$	53.61
202100079	Empower Retirement	8/27/2021	20210827ADC	Payroll accrual	0 \$	580.00
	Empower Retirement	8/27/2021	20210827ADC	Payroll accrual	0 \$	50.00
	Empower Retirement	8/27/2021	20210827AFH	HCSP	0 \$	2,427.25
	Empower Retirement	8/27/2021	20210827AFH	HCSP	0 \$	69.99
202100080	Internal Revenue Service	8/27/2021	20210827ADF	Payroll accrual	0 \$	14,082.57
	Internal Revenue Service	8/27/2021	20210827ADF	Payroll accrual	0 \$	405.91
	Internal Revenue Service	8/27/2021	20210827ADF	Payroll accrual	0 \$	25.00
	Internal Revenue Service	8/27/2021	20210827ADF	Payroll accrual	0 \$	310.00
	Internal Revenue Service	8/27/2021	20210827ADF	Payroll accrual	0 \$	19,272.33
	Internal Revenue Service	8/27/2021	20210827ADF	Payroll accrual	0 \$	506.67
	Internal Revenue Service	8/27/2021	20210827ADF	Payroll accrual	0 \$	28.18
	Internal Revenue Service	8/27/2021	20210827ADN	Payroll accrual	0 \$	3,293.46
	Internal Revenue Service	8/27/2021	20210827ADN	Payroll accrual	0 \$	94.92
	Internal Revenue Service	8/27/2021	20210827ADN	Payroll accrual	0 \$	5.85
	Internal Revenue Service	8/27/2021	20210827AFFI	FICA Benefit	0 \$	14,082.57
	Internal Revenue Service	8/27/2021	20210827AFFI	FICA Benefit	0 \$	405.91
	Internal Revenue Service	8/27/2021	20210827AFFI	FICA Benefit	0 \$	25.00
	Internal Revenue Service	8/27/2021	20210827AFM	Medicare Benefit	0 \$	3,293.46
	Internal Revenue Service	8/27/2021	20210827AFM	Medicare Benefit	0 \$	94.92
	Internal Revenue Service	8/27/2021	20210827AFM	Medicare Benefit	0 \$	5.85
202100081	MINNESOTA REVENUE	8/27/2021	20210827ADS	Payroll accrual	0 \$	60.00

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	MINNESOTA REVENUE	8/27/2021	20210827ADS	Payroll accrual	0 \$	9,002.13
	MINNESOTA REVENUE	8/27/2021	20210827ADS	Payroll accrual	0 \$	233.21
	MINNESOTA REVENUE	8/27/2021	20210827ADS	Payroll accrual	0 \$	14.09
202100082	MN Teachers Retirement Association	8/27/2021	20210827ADT	Payroll accrual	0 \$	14,632.02
	MN Teachers Retirement Association	8/27/2021	20210827ADT	Payroll accrual	0 \$	394.28
	MN Teachers Retirement Association	8/27/2021	20210827ADT	Payroll accrual	0 \$	30.43
202100082	MN Teachers Retirement Association	8/27/2021	20210827AFT	TRA Benefit	0 \$	16,270.66
	MN Teachers Retirement Association	8/27/2021	20210827AFT	TRA Benefit	0 \$	438.44
	MN Teachers Retirement Association	8/27/2021	20210827AFT	TRA Benefit	0 \$	33.84
202100083	Public Employees Retirement Associati	8/27/2021	20210827ADC	Payroll accrual	0 \$	30.00
	Public Employees Retirement Associati	8/27/2021	20210827ADP	Payroll accrual	0 \$	2,765.37
	Public Employees Retirement Associati	8/27/2021	20210827ADP	Payroll accrual	0 \$	63.07
	Public Employees Retirement Associati	8/27/2021	20210827ADP	Payroll accrual	0 \$	1.04
	Public Employees Retirement Associati	8/27/2021	20210827AFD	DCP Benefit	0 \$	30.00
	Public Employees Retirement Associati	8/27/2021	20210827AFP	PERA Benefit	0 \$	3,190.83
	Public Employees Retirement Associati	8/27/2021	20210827AFP	PERA Benefit	0 \$	72.77
	Public Employees Retirement Associati	8/27/2021	20210827AFP	Payroll accrual	0 \$	1.20
202100087	Aviben	9/10/2021	20210910ADT	Payroll accrual	0 \$	173.08
	Aviben	9/10/2021	20210910ADT	Payroll accrual	0 \$	196.14
	Aviben	9/10/2021	20210910ADT	Payroll accrual	0 \$	1,776.08
	Aviben	9/10/2021	20210910ADT	Payroll accrual	0 \$	2,489.76
	Aviben	9/10/2021	20210910ADT	Payroll accrual	0 \$	24.84
	Aviben	9/10/2021	20210910ADT	Payroll accrual	0 \$	1,621.77
	Aviben	9/10/2021	20210910ADT	Payroll accrual	0 \$	384.62
	Aviben	9/10/2021	20210910ADT	Payroll accrual	0 \$	288.47
	Aviben	9/10/2021	20210910ADT	Payroll accrual	0 \$	700.38
	Aviben	9/10/2021	20210910ADT	Payroll accrual	0 \$	65.38
	Aviben	9/10/2021	20210910ADT	Payroll accrual	0 \$	250.00
	Aviben	9/10/2021	20210910ADT	Payroll accrual	0 \$	2,467.56
	Aviben	9/10/2021	20210910ADT	Payroll accrual	0 \$	53.61
	Aviben	9/10/2021	20210910AFT	TSA Benefit	0 \$	92.30
	Aviben	9/10/2021	20210910AFT	TSA Benefit	0 \$	196.14
	Aviben	9/10/2021	20210910AFT	TSA Benefit	0 \$	221.54

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	Aviben	9/10/2021	20210910AFT	TSA Benefit	0 \$	1,162.96
	Aviben	9/10/2021	20210910AFT	TSA Benefit	0 \$	24.84
	Aviben	9/10/2021	20210910AFT	TSA Benefit	0 \$	346.53
	Aviben	9/10/2021	20210910AFT	Payroll accrual	0 \$	84.62
	Aviben	9/10/2021	20210910AFT	TSA Benefit	0 \$	46.15
	Aviben	9/10/2021	20210910AFT	TSA Benefits	0 \$	283.06
	Aviben	9/10/2021	20210910AFT	TSA Benefit	0 \$	65.38
	Aviben	9/10/2021	20210910AFT	TSA Benefit	0 \$	65.38
	Aviben	9/10/2021	20210910AFT	TSA Benefit	0 \$	785.97
	Aviben	9/10/2021	20210910AFT	TSA Benefit	0 \$	53.61
202100088	Empower Retirement	9/10/2021	20210910ADC	Payroll accrual	0 \$	580.00
	Empower Retirement	9/10/2021	20210910ADC	Payroll accrual	0 \$	50.00
	Empower Retirement	9/10/2021	20210910AFH	HCSP	0 \$	3,008.75
	Empower Retirement	9/10/2021	20210910AFH	HCSP	0 \$	69.99
202100089	Internal Revenue Service	9/10/2021	20210910ADF	Payroll accrual	0 \$	14,181.98
	Internal Revenue Service	9/10/2021	20210910ADF	Payroll accrual	0 \$	417.30
	Internal Revenue Service	9/10/2021	20210910ADF	Payroll accrual	0 \$	48.58
	Internal Revenue Service	9/10/2021	20210910ADF	Payroll accrual	0 \$	310.00
	Internal Revenue Service	9/10/2021	20210910ADF	Payroll accrual	0 \$	2.81
	Internal Revenue Service	9/10/2021	20210910ADF	Payroll accrual	0 \$	19,377.63
	Internal Revenue Service	9/10/2021	20210910ADF	Payroll accrual	0 \$	531.00
	Internal Revenue Service	9/10/2021	20210910ADF	Payroll accrual	0 \$	22.15
	Internal Revenue Service	9/10/2021	20210910ADM	Payroll accrual	0 \$	3,316.72
	Internal Revenue Service	9/10/2021	20210910ADM	Payroll accrual	0 \$	97.58
	Internal Revenue Service	9/10/2021	20210910ADM	Payroll accrual	0 \$	11.36
	Internal Revenue Service	9/10/2021	20210910AFFI	FICA Benefit	0 \$	14,181.98
	Internal Revenue Service	9/10/2021	20210910AFFI	FICA Benefit	0 \$	417.30
	Internal Revenue Service	9/10/2021	20210910AFFI	FICA Benefit	0 \$	48.58
	Internal Revenue Service	9/10/2021	20210910AFM	Medicare Benefit	0 \$	3,316.72
	Internal Revenue Service	9/10/2021	20210910AFM	Medicare Benefit	0 \$	97.58
	Internal Revenue Service	9/10/2021	20210910AFM	Medicare Benefit	0 \$	11.36
202100090	MINNESOTA REVENUE	9/10/2021	20210910ADS	Payroll accrual	0 \$	60.00
	MINNESOTA REVENUE	9/10/2021	20210910ADS	Payroll accrual	0 \$	20.00

Payables Summary  
September 20, 2021

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	MINNESOTA REVENUE	9/10/2021	20210910ADS	Payroll accrual	0 \$	9,035.47
	MINNESOTA REVENUE	9/10/2021	20210910ADS	Payroll accrual	0 \$	244.95
	MINNESOTA REVENUE	9/10/2021	20210910ADS	Payroll accrual	0 \$	11.01
202100091	MN Teachers Retirement Association	9/10/2021	20210910ADT	Payroll accrual	0 \$	14,492.76
	MN Teachers Retirement Association	9/10/2021	20210910ADT	Payroll accrual	0 \$	394.28
	MN Teachers Retirement Association	9/10/2021	20210910ADT	Payroll accrual	0 \$	24.35
	MN Teachers Retirement Association	9/10/2021	20210910AFT	TRA Benefit	0 \$	16,115.81
	MN Teachers Retirement Association	9/10/2021	20210910AFT	TRA Benefit	0 \$	438.44
	MN Teachers Retirement Association	9/10/2021	20210910AFT	TRA Benefit	0 \$	27.07
202100092	Public Employees Retirement Associati	9/10/2021	20210910ADC	Payroll accrual	0 \$	30.00
	Public Employees Retirement Associati	9/10/2021	20210910ADP	Payroll accrual	0 \$	2,942.96
202100092	Public Employees Retirement Associati	9/10/2021	20210910ADP	Payroll accrual	0 \$	80.53
	Public Employees Retirement Associati	9/10/2021	20210910ADP	Payroll accrual	0 \$	29.97
	Public Employees Retirement Associati	9/10/2021	20210910AFD	DCP Benefit	0 \$	30.00
	Public Employees Retirement Associati	9/10/2021	20210910AFP	PERA Benefit	0 \$	3,395.70
	Public Employees Retirement Associati	9/10/2021	20210910AFP	PERA Benefit	0 \$	92.93
	Public Employees Retirement Associati	9/10/2021	20210910AFP	PERA Benefit	0 \$	34.58
202100093-	BMO	9/3/2021		See Credit Card Detail Report	\$	16,842.58
202100188						
202100189	MN PEIP	9/15/2021	1118462	HEALTH INSURANCE - OCTOBER	0 \$	106,374.26
202100190	DELTA DENTAL	9/15/2021	cns000076214	SEPTEMBER PREMIUMS 2021	0 \$	4,230.34
	DELTA DENTAL	9/15/2021	cns000076214	SEPTEMBER PREMIUMS 2021	0 \$	1,911.00
212200004	Lindvall, JoDee	9/20/2021	82021	Boiler Test Trip	0 \$	34.42
212200005	Rasmussen, Gail	9/20/2021	91421	Reimbursement for Books Purchased from Amazon	0 \$	164.26
212200006	Thompson, Jennifer	9/20/2021	81821	School Bus Driver Fees	0 \$	95.50
212200007	Erickson, Jennifer	9/17/2021	82921	Cell Phone Reimbursement - March/April/May 2021	0 \$	150.00
						<b>\$ 1,036,500.64</b>

Ted Saxton  
Chair, ISD #361  
1515 11<sup>th</sup> Street  
International Falls, MN 56649  
October 5, 2021

Dear Chair Saxton,

I hereby submit my resignation and retirement as Elementary Music teacher for Independent School District 361 with the effective date of December 6, 2021, contingent on the following:

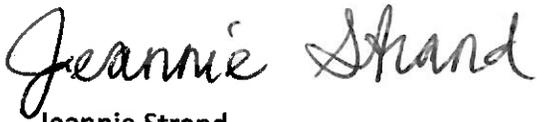
I will have satisfied all of my contractual obligations per 2020-2021 contract requirements by December 6, 2021 and will be entitled to the full amount of my salary and benefits as stated in the 2021-2023 Agreement of Conditions for Employment (upon ratification).

A payment equal to 50% of the difference between my 2021-2022 salary and the BA1 step of the 2021-2022 salary schedule, not to exceed \$17,500 (or adjusted up upon ratification) will be paid into my Health Care Savings Plan account by January 6, 2022.

It is also understood that should any other retirement incentive program be offered prior to December 6, 2021, I would be able to review and use it provided it is more beneficial than the package that I am receiving at this time, or any other severance negotiated into the new contract.

I would like to thank you for giving me the opportunity to teach elementary music to the wonderful children of ISD 361 and to be part of an amazing staff of educators.  
Thank you for this consideration.

Sincerely,

  
Jeannie Strand

Cc: Kevin Grover, Superintendent  
Paul Peterson, ED MN Local 331 President

**RESOLUTION FOR ACCEPTANCE OF GIFTS AND DONATIONS**

**Whereas**, School Board Policy 706 establishes the guidelines for the acceptance of gifts or donations to the District;

**Whereas**, the International Falls School District Board encourages the support of the District’s educational programs through gifts or donations that meet the goals and objectives of the School District;

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

**Therefore**, be it resolved, the School Board of International Falls Public Schools, ISD #361, accepts with appreciation the following gifts, donations or grants received by the School District:

District donations received:

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the gifts and donations.

The following voted in favor:

Packaging Corporation of America

Insulated Storage Shed	\$1500.00
2 Pallets of Copy Paper	\$5500.00

Bronco Football Boosters

HUDL Software	\$2000.00
Field Conditioning	\$885.00
Football Playbooks	\$961.00
Pink Cheerleader Pom-Poms	\$214.80
Charter Bus	\$480.00

Boys Hockey Boosters

HUDL Software	\$500.00
---------------	----------

Girls Hockey Boosters

HUDL Software	\$500.00
---------------	----------

Girls Swim Boosters

Meet Medals	\$106.12
-------------	----------

Voting against:

**Whereupon**, the resolution was declared adopted.



Stacy Grover &lt;sgrover@isd361.org&gt;

---

**Fwd: Resignation**

1 message

---

**Kevin Grover** <kgrover@isd361.org>

Mon, Oct 11, 2021 at 7:56 AM

To: Stacy Grover &lt;sgrover@isd361.org&gt;, Jennifer Horne &lt;jhorne@isd361.org&gt;

Board agenda and payroll heads up.

----- Forwarded message -----

From: **Sarah Valentine** <svalentine@isd361.org>

Date: Sun, Oct 10, 2021 at 7:14 PM

Subject: Resignation

To: Kevin Grover &lt;kgrover@isd361.org&gt;, Tim Everson &lt;teverson@isd361.org&gt;

Tim, Kevin and the School Board, please accept this letter as my formal leave of absence for a year resignation based on our contract if approved by the school board. I was offered a position that benefits myself and my family and I couldn't pass it up. The new position starts this week which with that I am unable to give you a proper two week notice. I feel really bad about leaving you short handed.

I wanted to express my gratitude for the last 10 years! I have loved working at our school district and I am going to miss the staff and the kids so much. I want to thank you for all you have done for me over the years.

Sincerely,  
Sarah Valentine

*This email message is intended only for the use of the individual, individuals, or entity to which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient or an employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please delete it immediately. Thank you.*

--

Kevin Grover  
ISD 361 Superintendent  
1515 11th Street  
(218)-283-2571 ext 1112

# COLLECTIVE BARGAINING AGREEMENT

**BETWEEN**

**INDEPENDENT SCHOOL DISTRICT NO. 361  
INTERNATIONAL FALLS, MINNESOTA**

**AND**

**EDUCATION MINNESOTA  
INTERNATIONAL FALLS LOCAL #331**

**July 1, 2021~~19~~ to June 30, 2023~~1~~**

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## **ARTICLE I: PURPOSE**

**SECTION 1. PARTIES:** This Agreement, entered into between the School Board of Independent School District No. 361, International Falls, Minnesota, hereinafter referred to as the School District, and the A.F.L.-C.I.O, A.F.T. - NEA, Education Minnesota, Local #331 hereinafter referred to as Exclusive Representative, pursuant to and in compliance with the Public Employment Labor Relations Acts amended, hereinafter referred to as the P.E.L.R.A, to provide the terms and conditions of employment for teachers during the duration of this Agreement.

## **ARTICLE II: RECOGNITION OF EXCLUSIVE REPRESENTATIVE**

**SECTION 1. RECOGNITION:** In accordance with the P.E.L.R.A., the School District recognizes A.F.L.-C.I.O., A.F.T. - NEA, Education Minnesota, Local #331 as the exclusive representative of teachers employed by the School District of Independent School District No. 361, which exclusive representative shall have those rights and duties as prescribed by the P.E.L.R.A. and as described in the provisions of this Agreement.

**SECTION 2. APPROPRIATE UNIT:** The exclusive representative shall represent all the teachers of the District as defined in this agreement and in said Act.

## **ARTICLE III: DEFINITIONS**

**SECTION 1. TERMS AND CONDITIONS OF EMPLOYMENT:** Shall mean the hours of employment, the compensation therefore, and economic aspects relating to employment, but does not mean educational policies of the School District.

**SECTION 2. TEACHER:** The term "teacher" shall mean all persons in the appropriate unit as defined by P.E.L.R.A. employed by the School District in a position for which the person must be licensed by the State of Minnesota; but shall not include Superintendent, Assistant Superintendent, Principals and Assistant Principals who devote more than 50% of their time to administrative or supervisory duties, confidential employees, supervisory employees, essential employees, and such other employees excluded by law.

**SECTION 3. SCHOOL DISTRICT:** For purposes of administering this agreement, the term "School District" shall mean the School Board or its designated representatives.

**SECTION 4. OTHER TERMS:** Terms not defined in this Agreement shall have those meanings as defined by the P.E.L.R.A.

## **ARTICLE IV: SCHOOL BOARD RIGHTS**

**SECTION 1. INHERENT MANAGERIAL RIGHTS:** The exclusive representative recognizes that the School Board is not required to meet and negotiate on those matters of inherent managerial policy defined by P.E.L.R.A.

**SECTION 2. EFFECT OF LAWS, RULES AND REGULATIONS:** The exclusive representative recognizes that the School Board, all employees covered by this Agreement, and all provisions of this Agreement are subject to the laws of the State of Minnesota, Federal Laws, Rules and Regulations of the State Board of Education, and valid rules, regulations and orders of State and Federal Agencies. The exclusive representative further recognizes that the School Board must reserve to itself those rights and powers specifically given to it by such laws, rules and regulations.

## **ARTICLE V: TEACHER RIGHTS**

**SECTION 1. RIGHT TO VIEWS:** Nothing contained in this Agreement shall be construed to limit, impair or affect the right of any teacher or his/her representative to the expression or communication of a view, grievance, complaint or opinion on any matter related to the conditions or compensation of public employment or their betterment, so long as the same is not designed to and does not interfere with the full faithful and proper performance of the duties of employment or circumvent the rights of the exclusive representative if there be one; nor shall it be construed to require any teacher to perform labor or services against his/her will.

**SECTION 2. RIGHT TO JOIN:** Teachers shall have the right to form and join labor or employee organizations, and shall have the right not to form and join such organizations. Teachers in an appropriate unit shall have the right by secret ballot to designate an exclusive representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for such teachers with the School Board of such unit.

**SECTION 3. REQUEST FOR DUES CHECK OFF:** Teachers shall have the right to request and be allowed dues check off for the teacher organization named as exclusive representative, provided that dues check off and the proceeds thereof shall not be allowed by any teacher organization that has lost its right to dues check off pursuant to P.E.L.R.A.. Upon receipt of a properly executed authorization card of the teacher involved, the School District will deduct from the teacher's paycheck the dues that the teacher has agreed to pay to the teacher organization during the period provided in said authorization.

**SECTION 4. ACCESS TO MEMBERSHIP LISTS:** By October 1<sup>st</sup> of each school year or upon request, the District shall provide in electronic form to the Union President the name, email address, full-time equivalency (FTE) worksite location(s), and teaching assignment(s) of all bargaining unit members currently employed.

**SECTION 5. ACCESS TO WORKSITES:** Representatives of the Union shall have reasonable access to worksites and school facilities to investigate employee complaints, communicate with members, and hold meetings. Upon arrival at the worksite, Union representatives shall make their presence known to the worksite supervisor or his/her designee. Such visits shall not interrupt normal work responsibilities.

**SECTION 6. MAINTENANCE OF MEMBERSHIP:** Any member of the bargaining unit may authorize the District to deduct from his/her pay the amount of dues charged by the union. This authorization must be in writing and forwarded to the Payroll Office not less than two (2) weeks before the payday when it is to become effective. The District agrees to implement all the terms of dues-checkoff authorizations submitted to the District by the Union and agreed to by the Employee. The Employer shall adhere to the specific provisions in each dues check-off authorization regarding the duration, renewal, procedure for revocation, amount of dues deducted, and all other provisions agreed to by the employee as stated in the authorization. Cancellation of authorization by a bargaining unit member must be done prior to

October 1<sup>st</sup> for the current contract year. Cancellation must be in writing and forwarded to the Payroll Office and Union President. Initial authorization has current school year deduction amounts, but also acknowledges that the District will update deduction amounts annually with values presented by the Union Treasure to the District Payroll Office for the current contract year.

## **ARTICLE VI: BASIC SCHEDULES AND RATES OF PAY**

**SECTION 1. ~~2019 - 2020-21 - 2022~~ SALARY SCHEDULE:** The wages and salaries reflected in Schedule "A", attached hereto, shall be a part of the agreement for the ~~20~~21~~19~~ - ~~20~~22~~20~~ school year.

**SECTION 2. ~~2020 - 2021-22 - 2023~~ SALARY SCHEDULE:** The wages and salaries reflected in Schedule "B", attached hereto, shall be part of the agreement for the ~~20~~20~~20~~21-22 - 2023 school year.

**SECTION 3. VACANCY POSTING:** All vacant positions covered under this agreement for conditions of employment and/or positions remaining on the teachers' seniority list shall be posted on the school website and Local 331 members notified by district email no less than two (2) weeks prior to the position's advertised application deadline.

**SECTION 4. STATUS OF SALARY SCHEDULE:** The salary schedules are not to be construed as a part of the teacher's continuing contract and the School Board reserves the right of withholding increments if a teacher serves for less than .5 FTE of the preceding school year and to make other exceptions under powers granted to them in the Minnesota Statutes.

**SECTION 5. PLACEMENT ON SALARY SCHEDULE:** The following rules shall be applicable in determining placement of a teacher on the appropriate salary schedule:

**Subd. 1. Grades and Credits:** Effective for all courses taken after September 1, 2004, to apply to the salary schedule each block of 10 semester hours of credit beyond the Bachelor's Degree with a grade of "B" or better which are earned at an accredited degree-granting institution will be cause for a salary schedule adjustment.

- A. Quarter hour credits will be converted to semester hour credits by dividing the quarter hour credit by 1.5. The quotient will be the equivalent number of semester hours achieved.

**Subd. 2. Limitation:**

- A. A maximum of twenty (20) semester credits that apply to lane changes for the BA+10, BA+20, BA+ 30, BA+40 may be from the areas of:
  - 1. Education
  - 2. Psychology
  - 3. Guidance & Counseling
  - 4. Technology
  - 5. Vocational Education
  - 6. Special Education

All other credits must be in the teacher's subject area. The Superintendent shall determine if credits are in the subject field.

- B. All credits for lane change beyond BA+20 must be graduate credits; however, the Superintendent may approve undergraduate credits. Effective for all courses taken after September 1, 2004, all credits for lane change must be graduate credits. However, the Superintendent may give prior approval to undergraduate credits.

- C. Required courses in a college or university graduate program leading to a Master's Degree in the teaching subject area or a Masters of Education degree with a concentration in the teaching subject area are considered approved for these salary lanes. For high school teachers the masters must be in the teaching subject area or a Masters of Education degree with 18 additional credits in the teaching subject area. High School teachers working towards a Masters of Education degree will earn salary (lane) advancement for attaining BA+10, BA+20, and BA+30 but will not get final salary (lane) advancement to Master's degree until 18 credits in teaching subject area are completed.
- D. Credits for lane change for the MA+10, MA+20, and MA+ 30 may have a maximum of thirteen and one-third (13.33) credits in:
- |                          |                         |
|--------------------------|-------------------------|
| 1. Education             | 4. Technology           |
| 2. Psychology            | 5. Vocational Education |
| 3. Guidance & Counseling | 6. Special Education    |
- All other credits must be in the teacher's subject area. The Superintendent shall determine if credits are in the subject field.
- E. Any credit for courses required for re-licensure by the State Board of Teaching is acceptable for lane changes.
- F. Under special circumstances, and by prior written approval by the Superintendent, any course or workshop given for college credit may be applied.
- G. If undergraduate classes are taken for a new licensure area requested by the School District, said classes will be categorized as 'subject' classes and allowable towards a lane change.
- H. Workshop hours will be creditable towards a lane change as follows:
1. 9.75 hours of approved workshop time will equal 1 semester credit toward a lane change.
  2. Attendance will be taken at all workshops approved for credit for lane change.
  3. It will be the responsibility of licensed staff members to personally record dates and hours of all workshops attended which are approved for credit for lane change.
  4. Workshops paid for by the district shall not apply to lane changes unless approved in advance by the Superintendent.

**Subd. 3. Effective Date:** Individual contracts will be modified to reflect qualified lane changes twice each year, providing a transcript of qualified credits or evidence of course completion as provided by the college or university is submitted to the Superintendent's office no later than August 31st and/or February 28th of each school year. Credits submitted by transcript after August 31st will be held until February 28th. Credits submitted after February 28th, even though otherwise qualifying, shall not be considered until the following year.

**Subd. 4. Prior Experience:** A teacher who has had experience in other school systems will have initial placement on the salary schedule as agreed between the School Board and teacher.

**Subd. 5. Payment of Present Salary:** The rules contained herein relating to the application of credits on the salary schedule shall not deprive any teacher of any salary schedule placement already recognized and actually being paid.

## SECTION 6. LICENSES:

Subd. 1. Beginning with July 1, 2000, teachers hired must maintain license(s) currently held when employed for five (5) years from date of employment. Beginning with July 1, 2013, teachers hired must maintain license(s) currently held when employed.

Subd. 2. Teachers must notify the superintendent in writing of any new subject areas of licensure prior to March 1 for them to take effect for the following school year teaching assignments, with copy of notice to be provided to the Local 331 president by the teacher.

Subd. 3. Teachers must notify the superintendent in writing by December 15 of any intention to drop an area of licensure for the following school year, with copy of said notice to be provided to the Local 331 president by the teacher. Failure to do so will be considered a violation of contract and will result in a contract reduction equivalent to the amount of contract relating to the relinquished license. For teachers hired on or after July 1, 2013 dropping a license will be considered a violation of contract and will result in termination. No teacher shall be permitted to drop a license if said action would result in another teacher being placed on un-requested leave of absence by the District.

Subd. 4. Additional licenses acquired while on un-requested leave of absence shall not be used to place a currently employed teacher on un-requested leave of absence.

Subd. 5. Middle level licenses will be recognized for stranding and assignment if license holder also holds a regular permanent secondary license in discipline area. Teachers who were employed by the district and held a middle level license prior to September 1, 2006 will be exempt from the permanent license in the discipline area requirement.

Subd. 6. A teacher who obtains a vocational license will receive a stipend of \$2000 and be reimbursed for the cost of the portfolio component and the cost of the license fee upon verification of the vocational license and submission of receipts. Cost of the class credits will be borne by the employee if being submitted for lane change. If employee is not utilizing credits for lane change the district will reimburse cost of said credits upon submission of license and receipts.

Subd. 7. A teacher on special assignment shall be required to have a MDE teaching license when covering the following assignments: Dean of Students, Activities/Athletic Director, Curriculum Coordinator, Technology Integrationist, Peer-Reviewers along with assignments as designated by the Board of Education.

## **ARTICLE VII: EXTRA COMPENSATION**

SECTION 1. ATHLETIC ACTIVITIES SCHEDULE: The stipends reflected in the Schedule "C" attached hereto, shall be a part of this agreement for ~~2019~~ 2020-21 - 2022 and ~~2020~~ 2021-22 - 2023.

Subd. 1. Vacant Schedule "C" positions shall be posted to the district's website and Local 331 members notified by the District email no less than two (2) weeks prior to being filled.

Subd. 2. Local 331 members shall be given priority consideration when filling vacant Schedule "C" positions. All Schedule "C" hiring decisions shall be the sole authority of the School Board whose decisions shall be final.

**SECTION 2. NON-ATHLETIC ACTIVITIES SCHEDULE:** The stipends reflected in the Schedule "D" attached hereto, shall be a part of this agreement for ~~2019 - 2020~~ 2021 - 2022 and ~~2020 - 2021~~ 2022 - 2023.

**Subd. 1.** Vacant Schedule "D" positions shall be posted on the district's website and Local 331 members notified by the District email no less than two (2) weeks prior to being filled.

**Subd. 2.** Local 331 members shall be given priority consideration when filling vacant Schedule "D" positions. All Schedule "D" hiring decisions shall be the sole authority of the School Board whose decisions shall be final.

**SECTION 3. TRAVEL COMPENSATION:**

**Subd. 1.** Teachers who may be requested to use their own automobile in the performance of their duties and teachers who are assigned to more than one (1) school per day shall be reimbursed for all such travel at the maximum allowable rate as set by the Internal Revenue Service. Teachers who are assigned to more than one school per day on a daily basis shall be paid for all such travel using the formula (number of reassignments per day) multiplied by (maximum IRS allowable rate) multiplied by days of required travel. Teachers will submit reimbursement request by the 10<sup>th</sup> of the month for the prior month. All other payments for travel compensation shall be paid in a timely fashion upon the submission of an appropriate voucher.

**Subd. 2.** The same allowance shall be given for use of personal cars for field trips or other business of the District when a school vehicle is not available. Employees choosing to use their own vehicle when a school vehicle is available will be paid the IRS mileage rate less 15 cents per mile.

**SECTION 4. SUMMER IN-SERVICE TRAINING:**

**Subd. 1.** In-District Summer In-Service Training: All authorized summer in-service training will be compensated at the hourly rate specified on Schedule D as the Non-Teaching Assignment rate. The Superintendent may authorize a higher rate of pay for unusual circumstances or responsibilities.

**SECTION 5. SUMMER SCHOOL TEACHING:** Teachers accepting an assignment to teach a summer school class, course or program that results in a student transcript entry or as part of a special education student's IEP shall be compensated equal to 1/188 of the teacher's annual salary prorated FTE per day for the summer school assignment.

**SECTION 6. NON-TEACHING ASSIGNMENTS:** Teachers who are employed for duties outside of their regular assignment beyond the school year shall be compensated at the rate as reflected in Schedule "D", attached hereto.

**SECTION 7. EXTENDED TIME:** Teachers who are employed for duties in the capacity of their regular assignment beyond the school year shall be compensated at the daily rate equal to 1/188 of the teacher's annual salary. This compensation does not include those areas covered in Sections 1, 2, 3, and 4.

**SECTION 8. TELECOMMUNICATIONS TEACHING:**

**Subd. 1.** Participation in telecommunications teaching shall be by mutual consent of the teacher and the school district.

Subd. 2. The participating teacher and the school district shall retain shared rights to all materials developed in the process of telecommunications teaching.

Subd. 3. Video tapes or other records of telecommunications teaching may only be used for purposes of make-up work for learners who missed class and shall be retained only for a time period deemed appropriate by the school district and telecommunications teacher.

Subd. 4. In cases whereby telecommunication or digital learning is in cooperation with another institution, intellectual property rights will be determined to be mutually shared by the two institutions and the teacher, except in those cases whereby the post-secondary institution must sustain intellectual property rights by statute. In exceptions intellectual property rights will be clearly present in the contract between the institutions and the teacher may accept or reject the assignment if such agreement is not satisfactory to the teacher.

SECTION 9. EXCHANGE TIME: Teachers will accumulate exchange time for participation, upon Superintendent's prior approval, at meetings beyond the school day. An additional, paid, personal leave day will be granted for eight (8) hours of accumulated exchange time to be used in the same school year earned. "Exchange time" under this section does not include Article XI, Section 3 "Additional Activities" in this Agreement.

SECTION 10. CURRICULUM DEVELOPMENT PAY: Teachers authorized to develop curriculum outside of the school day or school year shall be compensated at the Schedule "D" non-instructional hourly rate.

SECTION 11. ADJUNCT TEACHING: Members of the bargaining unit accepting teaching assignments in another district, post-secondary institution, or consortia of which the district is a member, shall have all FTE calculation, compensation and benefits calculated in the same manner as would be the case if the instruction was delivered within ISD 361 or according to the institution in which the instruction is delivered, whichever compensation is greater. Adjunct teaching in all cases shall be considered voluntary by the teacher and shall not be subject to application of Strand Decision relative to re-alignment of faculty for purposes of determining Un-requested Leaves of Absence. A teacher accepting an adjunct assignment shall perform services under the policies of the adjunct district or organization. However, all personnel records, evaluations, and personnel data resulting from the adjunct assignment and relative to the teacher shall be maintained exclusively by ISD 361.

SECTION 12. ON-LINE TEACHING: Teacher's accepting an online teaching assignment shall be compensated in the same manner as teachers being compensated for traditional teaching assignments. This would include teaching online courses as part of the regularly assigned FTE, and in calculation of overload assignments. Online teaching assignments shall be offered to and accepted by teachers who have completed online instruction training, and shall not be subject to the application of the Strand Decision as this applies to re-alignment for purposes of determining placement on Un-requested Leaves of Absence. Online teacher training shall be provided by the district in cooperation with the District's online learning consortium partner. Actual training costs shall be paid by the district, with any and all credits resulting from such training to be unavailable for use in credit calculations for lane advancement.

SECTION 13. COLLEGE IN THE SCHOOLS(CIS) AND CONCURRENT ENROLLMENT PROGRAM(CEP):

Subd. 1: CIS and CEP teaching assignments may be assigned to teachers who meet CIS and CEP teaching requirements as established by Minnesota State and the University of Minnesota. Teachers

given a CIS or CEP teaching assignment shall be compensated in the same manner as teachers being compensated for traditional teaching assignments. This would include teaching CIS or CEP courses as part of the regularly assigned FTE and in calculation of overload assignments. Teachers assigned a CIS or CEP assignment may have a flexible teaching schedule within the basic day. (Example: teaching Monday, Tuesday, Thursday, and Friday 4th hour with office hours on Wednesday 4th hour).

Subd. 2: Upon mutual agreement between the Superintendent and teacher, any teacher who is assigned a CEP teaching assignment and is required to obtain credits in order to teach the assignment will receive a stipend under the following schedule.

1. Teacher unable to move lanes:
  - a. Actual cost per credit (teacher and superintendent must have agreement on crediting institution and credit amount prior to enrollment and reimbursement request); AND
  - b. Stipend of \$333.00 per credit
2. Teacher able to move lanes:
  - a. Stipend of \$333.00 per credit

Classes qualifying for reimbursement shall be as required by the post-secondary institution sponsoring said concurrent enrollment class and pertinent to the requirements to teach the concurrent enrollment class at Falls High School. Upon completion of the credit teacher must submit copy of paid receipt and a transcript demonstrating successful completion of course in order to receive reimbursement.

Any teacher who accepts reimbursement for credits and/or a stipend shall be obligated to teach Concurrent Enrollment courses upon request for a minimum of five (5) years after the last credit reimbursement/stipend is received. Teacher refusal or voluntary termination of employment within the five (5) years would require all costs reimbursed to district. Any teacher who experiences a major health catastrophe may be exempt from reimbursement requirement. Insertion of any additional lane on Schedules "A" or "B" of the Master Agreement between ISD 361 and Local 331 shall result in the right for employee to repay credit reimbursement received to allow for a lane change.

#### SECTION 14. TEACHING, LEARNING, AND COLLABORATION STIPEND:

~~Teachers will be compensated \$900 for the 2019-20 school year in recognition of time, effort, and work over the last year(s) in which some of building/district goals have not been attained, but gains have been made. This is a onetime stipend. (language will be removed from contract upon expiration unless something similar is negotiated in the future)~~

## **ARTICLE VIII: GROUP INSURANCE**

### SECTION 1. HEALTH AND HOSPITALIZATION INSURANCE:

Subd. 1. Single Coverage: The School District shall contribute up to ~~\$576.15~~\$576.98 monthly in ~~2019-2021 - 2022~~ and ~~2020-2122 - 2023~~ toward the premium for individual coverage for all full-time teachers employed by the School District who qualify for and are enrolled in the School District group health and hospitalization plans. Any additional cost of the premium above single monthly cap shall be borne by the employee and paid by payroll deduction.

Subd. 2. Family Coverage: The School District shall contribute up to ~~\$1,300.02~~\$99.19 monthly in ~~2019-2021 - 2022~~ and ~~2020-2122 - 2023~~ toward the premium for family coverage for all full-time

teachers employed by the School District who qualify for and are enrolled in the School District group health and hospitalization plan and who qualify for family coverage. To qualify for family coverage, an employee must have bona fide legal dependents consisting of a spouse or child or both and fill out appropriate paperwork. Any additional cost of the premium above family monthly cap shall be borne by the employee and paid by payroll deduction.

Subd. 3. Spousal/Dependent Coverage: Two employees from one family (spouse or parent and qualifying adult child) who qualify for and are enrolled in ISD 361 group health and hospitalization plan may combine their contract's monthly allowance towards the cost of one family premium. If the cost of the monthly premium is lower than the pooled monthly allowance the school district assumes only the total cost of the insurance premium.

Subd. 4 Health and Hospitalization Benefits: Health and hospitalization benefits as defined in Subd. 1 and Subd. 2 above shall be prorated for part-time teachers based upon FTE. Part-time teachers with a .49 FTE or below shall not be eligible for district portion of health and hospitalization insurance, but may participate in the district's health and hospitalization program at their own expense under eligibility criteria established by the district's health and hospitalization carrier.

Subd. 5. Flex Plan: The School District shall contribute \$~~510,500~~ for the ~~2019 - 2020~~2021 - 2022 and ~~2020 - 2021~~2022 - 2023 school years to each teacher's IRS 125 Flex Plan.

Subd. 6. Claims against the School District: The School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to in this agreement and no claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier. The School District fully accepts its obligation to follow all laws regarding negotiating over health insurance benefits.

SECTION 2. TERM LIFE INSURANCE: The School District shall pay the total cost of \$50,000 for group term life insurance for ~~2019 - 2020~~2021 - 2022 and ~~2020 - 2021~~2022 - 2023 for all full-time teachers. Per Madison National Life (National Insurance Services) the amount of Basic and Optional Life Insurance reduces to 65% of stated coverage upon attainment of age 70, reduces to 40% of stated coverage upon attainment of age 75 and reduces to 25% of stated coverage upon attainment of age 80 and terminates upon retirement. Additional insurance may be purchased at the employee's own expense as stipulated in the insurance policy. Term life insurance shall not be available to part time teachers with an FTE of .49 or below. Part-time teachers with an FTE of .50 or above but less than 1.0 FTE shall have the district's payment prorated with balance of premium to be the part-time teacher's expense, to be paid through payroll deduction.

### SECTION 3. DENTAL INSURANCE:

Subd. 1. Single Coverage: The School District shall contribute the sum of \$27.37 monthly in ~~2019 - 2020~~2021 - 2022 and ~~2020 - 2021~~2022 - 2023 toward the premium for individual coverage for all full-time teachers employed by the School District who qualify for and are enrolled in the School District group dental plan. Any additional cost of the premium shall be borne by the employee and paid by payroll deduction.

Subd. 2. Family Coverage: The School District shall contribute the sum of \$68.27 monthly in ~~2019 - 2020~~2021 - 2022 and ~~2020 - 2021~~2022 - 2023 toward the premium for family coverage for all full-time teachers employed by the School District who qualify for and are enrolled in the School District group

dental plan and who qualify for family coverage. Any additional cost of the premium shall be borne by the employee and paid by payroll deduction. To qualify for family coverage, an employee must have bona fide legal dependents consisting of a spouse or child or both. All employees who seek to qualify for family coverage shall fill out and submit appropriate paperwork.

Subd. 3. Dental Benefits: Dental Benefits as defined in Subd. 1 and Subd. 2 above shall be prorated for part-time teachers based upon FTE. Part-time teachers with an FTE of .49 or below shall not be eligible for district portion of dental insurance, but may participate in the district's dental program at their own expense under eligibility criteria established by the district's dental carrier.

SECTION 4. LEGISLATIVE HEALTH CARE: Should either the state or federal government pass legislation mandating all employers to participate in a national or statewide health care plan, it is agreed to by the parties to this agreement that the employer contributions for the employees' health care that were negotiated into the agreement prior to the passage of such state or federal law, shall continue to be a part of this agreement, but they shall upon the effective date mandating participation in such state or federal law, first be applied to the premium cost of such plan, with any remaining amounts to be used to purchase supplemental coverage for any items covered under the current health care plan, that may not be covered under any state or federal mandated plan. Additional monies that may remain from currently negotiated contributions shall be used to purchase additional benefits to maintain current benefit level, this purchase shall be made by mutual agreement. The monies that remain after the purchase of additional benefits to maintain current benefit levels shall revert to Local 331's escrow account.

## **ARTICLE IX: POST-EMPLOYMENT COMPENSATION**

SECTION 1. PLAN ELIGIBILITY: Teachers who were employed on or after July 1, 1990, will only be eligible for post-employment compensation under Section 2, subd. 1 and 2 of Article IX. (Reference Appendix A)

Teachers who were employed before July 1, 1990, and who made a written, irrevocable election by March 31, 2000, to participate solely in the 403(b) Match Plan, will only be eligible for post-employment compensation under Section 2, subd. 1 and 2 of Article IX. (Reference Appendix B)

### SECTION 2. 403(B) MATCH AND HEALTH CARE SAVING PLAN (HCSP):

Subd. 1. 403(b) Match: Teachers who are covered under this section shall receive an annual monetary contribution to a 403(b) deferred compensation fund [and/or state 457 plan subject to MN statute 352.965 and 356.24](#) from the School District according to the schedules below, provided the teacher contributes a like amount of money. Contributions shall be invested each payroll period. Upon receiving the maximum total amount of thirty thousand dollars (\$30,000), the School District contributions shall cease.

403(b) Match Schedule	
Years of Service to the District	District Contribution
1 - 3 Years*	\$0

4 - <del>69</del> Years*	\$1,200
<u>7-9</u>	<u>\$1,500</u>
10 - <del>126</del>	
Years*	<del>\$1,700</del> <u>\$2,000</u>
<del>137+</del> Years*	<del>\$2,500</del> <u>\$2,200</u>

\*Contributions will start at the beginning of the year stated in above schedule.

\*Schedule was updated in the 2021 -2023 contract

Subd. 2. HCSP: Teachers who are covered under this section, and who have provided the school district with ten (10) years of professional service, shall receive monetary contributions to an individual health care savings plan (HCSP) administered by the Minnesota State Retirement System.

For the purposes of determining years of professional service under this subdivision, any teacher with a .5 FTE or higher in a school year will receive one (1) year of service towards meeting the ten (10) years of service to qualify for the start of annual contributions.

Maximum District Contribution for Teachers hired prior to 7-1-2005 and employed for the 2005-2006 school year: The maximum District contribution to the teacher's health care savings plan (HCSP) will be 100 times the teacher's daily rate of pay based upon the teacher's 2005-2006 step, lane and FTE applied against the 2006-2007 Schedule B salary, or \$30,000 whichever is greater. Starting with 2021 – 2023 contract all individuals under the \$30,000 cap in this group will have ability to earn 30,000.

Teachers with an FTE equal to or greater than .50 and less than 1.0 will have their FTE calculated by determining their accumulative ten (10) year average FTE upon qualifying for annual contribution. The maximum District contribution to the teacher's health care savings plan (HCSP) will be calculated as 100 times the teacher's daily rate of pay based upon the teacher's 2005 – 2006 step, lane and accumulative 10 year average FTE applied against the 2006 – 2007 Schedule B salary, or \$30,000 whichever is greater. Starting with 2021 – 2023 contract all individuals under the \$30,000 cap in this group will have ability to earn 30,000. ~~calculated as 100 times the teacher's daily rate of pay based upon the teacher's 2005-2006 step, lane and accumulative 10 year average FTE applied against the 2006-2007 Schedule B salary, or \$30,000 whichever is greater.~~

Maximum District Contribution for Teachers hired after July 1, 2005: Any person hired on or after July 1, 2005 will only be eligible for a maximum district contribution of \$30,000 times their accumulative year average FTE calculated upon qualifying for annual contributions. Starting with 2021 – 2023 contract all individuals under the \$30,000 cap in this group will have ability to earn 30,000. ~~times their accumulative year average FTE calculated upon qualifying for annual contribution.~~

Annual Contribution: The amount of the annual contribution to the teacher's health savings plan (HCSP) will be calculated by dividing the maximum District contribution amount (as calculated above) by the years of service remaining from the teacher's 11th year of professional service to the District, to the teacher's "Rule of 90" (when the teacher's age plus teacher's TRA service years equals 90). Contributions to the teacher's health savings plan (HCSP) will be made monthly and will begin in September of the teacher's 11th year of professional service to the District, with contributions to be pro-rated based upon teacher's September FTE for that current year. District contributions will cease when the maximum District contribution has been reached, or when the teacher ends TRA service with the District, whichever comes first. Effective July 1, 2008 calculation of annual contribution will employ a maximum of 25 years of projected TRA service or "Rule of 90", whichever occurs first.

Annual Contribution (Employees hired after 7/1/2011): The amount of the annual contribution to the teachers (HCSP) will be calculated by dividing the maximum district contribution of \$30,000 amount by 25-20 after meeting the required 10 years of TRA service to the District. The annual payment will be prorated if employees FTE is less than 1.0 for that year.

Contributions to the teachers' health care savings plan (HCSP) will be made each payroll period and will begin starting the first payroll cycle of the teacher's 11th year of TRA service to the school district with contributions to be pro-rated based upon the teacher's September FTE for that current year.

District contributions will cease when the maximum district contribution has been reached or when the teacher ends TRA service with the District, whichever comes first.

### SECTION 3. POST-EMPLOYMENT MEDICAL AND DENTAL INSURANCE:

Subd. 1. Dental Insurance: Teachers who retired at the end of the 2001-2002 school year, or thereafter, and who are eligible to receive annuity payments from a Minnesota public pension plan, and who have provided the District with ten (10) years of professional service, may continue coverage under the District's dental insurance plan at the employee's own expense. The employee may elect either single or family coverage. Upon the death of the retired employee, any family members covered by the dental insurance plan at the time of the employee's death may continue coverage at their own expense.

An employee who becomes permanently disabled and discontinues service to the District may continue coverage under the District's dental insurance plan at the employee's own expense. The employee may elect either single or family coverage.

Employee's spouse and dependents shall be able to continue in the district's dental insurance program, at their own expense, as such continued participation is allowed under law and State and Federal rule.

Subd. 2. Medical Insurance: Teachers who retired at the end of the 2001-2002 school year, or thereafter, and who are eligible to receive annuity payments from a Minnesota public pension plan, and who have provided the District with ten (10) years of professional service, may continue coverage under the District's medical insurance plan at the employee's own expense. Teachers who retired at the end of the 1990-1991 school year through the 2007-2008 school year may elect either single or family coverage. Teachers who retired at the end of 2008-2009 and beyond may elect either single or family coverage. Upon the death of the employee, any family members covered by the medical insurance plan at the time of the employee's death may continue coverage at their own expense.

An employee who becomes permanently disabled and discontinues service to the District may continue coverage under the District's medical insurance plan at the employee's own expense. The employee may elect either single or family coverage.

Employee's spouse and dependents shall be able to continue in the district's medical insurance program, at their own expense, as such continued participation is allowed under law and State and Federal rule.

When an employee or dependent spouse covered under the District's medical insurance becomes eligible for Federal Medicare or other similar medical coverage, the employee or dependent spouse shall be able to continue in the district's medical insurance program, at their own expense, as such continued participation is allowed under law and State and Federal rule.

**SECTION 4. EARLY RETIREMENT LANGUAGE:**

Employees are eligible to participate in the Minnesota Post Employment Health Care Savings Plan established under Minnesota Statutes, section §352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement System’s Trust and Plan Documents.

International Falls Public Schools has agreed to contribute 50% of the difference between the employee’s ~~2019 – 2020~~2021 - 2022 or ~~2020 – 2021~~2022 - 2023 step/lane annual wage and the ~~2019 – 2021 - 2022~~ or ~~2020 – 2022 - 2023~~ BA -1 step/lane annual wage (whichever contract year they retire), not to exceed ~~\$17,500~~18,000 for those employees electing to participate and qualifying for MS §122A.48 Teacher Early Retirement Incentive Program. To be eligible for this contribution employees must provide written notification to the International Falls Public School by February 1<sup>st</sup> of the year they plan to retire of their request to participate in MS §122A.48 with retirement date no later than the last day of teacher service for that school year.

International Falls Public Schools will contribute a lump sum payment within 30 days of employees last date of employment into the employee’s HCSP account. In the event the employee dies before the deposit is made, the payment will be made in cash to the employee’s estate.

This section sunsets on June 30<sup>th</sup>, ~~2021~~2023.

**ARTICLE X: LEAVES OF ABSENCE**

Any teacher on leave under the following sections shall be required to have lesson plans and materials prepared on a weekly basis for the substitute teacher and coordinate grade entry unless under a personal medical restriction. Restriction documentation may be required. Leaves under Section 5 or Section 9, Subd. 1 are exempt from this requirement.

**SECTION 1. SICK LEAVE:**

Subd. 1. All full-time teachers shall earn sick leave at the rate of fifteen (15) days for the current year with the sick leave accrual to be awarded the first day of service of each contract year. In the event the teacher’s employment is severed with the district prior to completing the full contract year, that year’s sick leave would be prorated to the date of severance. Should an overpayment of sick leave occur, the value of the overpayment will be deducted from the teacher’s last payroll check.

Subd. 2. Unused sick leave days will accumulate to a maximum credit of one hundred and eighty (180) days. When this sick leave account is at its maximum, any additional sick leave days earned will accrue in a separate individual catastrophe account. The days in the catastrophe sick leave account may be used when the below conditions are met:

- 1) A health catastrophe(s) must have cause an extreme depletion of accrued sick leave days in accordance with the following:
  - a. A health catastrophe is defined as being any illness or injury resulting in loss of accrued sick leave in excess of eight (80) sick leave days during any 365 day period. An illness cannot be considered a catastrophe until the teacher has accumulated an unused balance in his/her sick leave account of one hundred and eight (180) days.
  - b. For the purpose of this subdivision, health absences within a 365 day period need not be consecutive to be considered catastrophic.

- c. The balance of catastrophe sick leave days will be transferred to the regular sick leave account only if the teacher had a catastrophic illness and following the 365 day period. The district will transfer days at that time out of their catastrophe account into their accrued sick leave account. The maximum number of catastrophe days that can accumulate is one hundred (100) days. Accumulation of catastrophe sick leave shall start July 1, 1987.
- 2) The School Board may at its option, grant the use of catastrophic sick leave account days in unusual circumstances covered by this section.
- 3) At the beginning of each fiscal year (July 1), sick leave days will be credited to the regular sick leave account first.
- 4) This subdivision shall not apply to teachers who have retired prior to July 1, 1987.

Subd. 3. Sick leave with pay shall be allowed by the Superintendent whenever a teacher's absence is found to have been due to illness of the teacher, or a dependent minor child, adult child, spouse, sibling, parent, grandparent, or stepparent, with a limit of 160 hours in any 12 month period for all except the teacher, spouse and dependent minor child. Sick leave shall be allowed in half or full day increments only.

Subd. 4. The Superintendent may require a teacher to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay.

Subd. 5. In the event that a medical certificate will be required, the teacher will be so advised. Any leave under this section of 3 or more consecutive working days will require employee to furnish a medical certificate (excludes bereavement leave).

Subd. 6. Sick leave allowed shall be deducted from accrued sick leave days earned by the teacher.

Subd. 7. Sick leave pay shall be approved only upon submission of an electronic request.

Subd. 8. The maximum amount of leave for each death or critical illness in the immediate family which may be deducted from accumulated sick leave without loss of pay is five (5) days per year with travel or three (3) days per year without travel. Any additional leave for death or illness in the family must be approved by the Superintendent. Emergency leave is only for the period of time that an emergency exists. Employees are expected to return to work once an emergency passes. Critical illness is defined as:

- A. The family member is listed by a hospital in critical condition.
- B. The family member is in the hospital and in intensive care
- C. The family member is to be administered a general anesthetic for surgery.
- D. The family member is hospitalized due to an emergency accident or illness and the condition of the family member is not immediately known.
- E. The Superintendent of Schools may make other approvals based upon special circumstances.

Subd. 9. Immediate family is defined as including father, mother, sister, brother, son, daughter, wife, husband, grandfather, grandmother, grandchildren, father-in-law, mother-in-law, daughter-in-law, son-

in-law, brother-in-law, and sister-in-law. Leave in case of others not listed will be judged by the Superintendent on the merits of each individual case.

Subd. 10. Disability because of pregnancy is covered under the provisions of this section unless maternity and/or child care leave is in effect.

Subd. 11. The district and the exclusive representative agree to establish a sick leave pool for those extreme medical situations when teachers have exhausted their sick leave. The exclusive representative will call for donation to a pool based on a teacher's request due to an extreme illness/accident. This pool will be administered by the exclusive representative. Each teacher may elect to donate one (1) sick leave day to the sick leave pool per occurrence however the number of sick leave days in the pool shall not be greater than the number of full time equivalent teachers employed by the District. The pool will be reduced to zero on the last teacher duty day of each school year by throwing out any remaining days and starting over when an eligible request is received. Part-time teacher will have days pro-rated.

## SECTION 2. FAMILY MEDICAL LEAVE ACT:

Subd. 1. Pursuant to Family Medical Leave Act, 29 U.S.C. §1201 et.seq., an eligible employee shall be granted, upon written request, up to a total of twelve (12) weeks of unpaid leave per year in connection with:

1. The birth and first-year care of a child;
2. The adoption or foster placement of a child;
3. The serious health condition of an employee's spouse, child, or parent, and
4. The employee's own serious health condition.

Subd. 2. Such leave shall be unpaid, except an eligible employee during such leave shall be eligible for regular School District group health and hospitalization insurance contributions as provided in this Agreement for a period of the leave, but not to exceed twelve (12) weeks per year, notwithstanding any other provisions of this Agreement.

Subd. 3. To be eligible for benefits of this section and insurance contributions, an employee must have been employed for at least 1,250 hours during such previous twelve-month period.

Subd. 4. The employee may elect to substitute paid sick leave or paid personal leave for leave otherwise provided under this section. However, all leaves granted by the school district, paid and unpaid, shall be considered to run concurrent with leave under the Family Medical Leave Act (FMLA) if in fact such leave qualifies as FMLA leave.

SECTION 3. PERSONAL LEAVE: A full-time teacher shall be eligible for up to five (5) days of personal leave each year. An amount equal to the cost of a substitute teacher shall be deducted from the teacher's salary with the exception of counselor, school social worker, dean of students and technology integrationist. Personal leave shall be granted in half or full day increments only. Personal leave allowances are not cumulative other than as defined in Subd. 2. A personal leave day shall be granted on the first day or the last day of the school year with prior Superintendent approval. All leaves must have prior approval by the administration, except in the event of emergencies. In case of question, the decision of the School Board shall be final. Personal leave may be taken on Parent-Teacher Conference days provided employee is in attendance for the evening conferences. Failure to return may result in disciplinary action. Personal leave shall not be taken on workshop or in-service days unless prior approved by the Superintendent. No workshop or in-service day shall be scheduled during the school

year immediately before or after extended school recess (i.e., student days off during the school year that create a three day or longer weekend).

Subd. 1. Personal Leave Advance: Upon exhausting the five (5) allotted personal leave days for the current school year, a full time teacher may use two (2) personal leave days of the following school year for family illness or death circumstances not covered by Article X, Section 1, Subd, 8-9. If the teacher does not return for the following school year, the pay for these days shall be deducted from the teacher's last paycheck. Said deduction will be at the teacher's wage rate at the time leave was taken.

Subd. 2. Personal Leave Carryover: Teachers shall be eligible to carryover up to two (2) days of unused personal leave from one academic year to the following academic year, thus providing a teacher with a potential maximum of seven (7) personal leave days in a given academic year.

SECTION 4. LEAVE FOR JURY DUTY: Any contract employee who is required to be absent from work because of jury duty will be paid the difference between the compensation received for such duty and the amount of salary he/she would have earned during the period that he/she was on jury duty. Such payment will be made only upon presentation of a voucher to the school accountant showing jury fees received from the court. When an employee is required to perform jury duty only part of his/her regularly scheduled day, it is agreed that he/she will report to work at his/her school for that portion of the day not required for jury duty. The employee will be required to furnish evidence of time spent on jury service.

Any contract employee who is required to be absent from work because of being subpoenaed, except as a hostile witness or an adversary of the District when the party is seeking judgment against the School District, will be paid the difference between the compensation as a witness and the compensation received for the employee's regular duties.

#### SECTION 5. SABBATICAL LEAVE:

Subd. 1. All applications for sabbatical leave by licensed teachers must be made on or before January 15th for the following year. This date may be waived at the discretion of the School Board.

Subd. 2. Any teacher who has been granted a sabbatical leave shall retain all rights in the employing District as though teaching in that District. The teacher will return to the same teaching position unless otherwise mutually agreed upon by the Superintendent and the teacher.

Subd. 3. A teacher on sabbatical leave will receive two-thirds payment of salary at regular payroll periods. Exception: A person on leave for vocational work experience will have the District contribution reduced by the amount that he/she earns which is in excess of two-thirds of his/her annual teaching salary. Salaries earned during the summer months when regular school is not in session will not be considered as part of the teacher's annual salary.

Subd. 4. An individual granted a sabbatical leave must teach for three consecutive years in the International Falls Public Schools following the completion of the leave. If the teacher's service is discontinued for any reason other than the person's incapacity to carry out his/her assignment before the expiration of three years, he/she shall pay back to the School District a pro-rata part of the sabbatical leave allowance.

Subd. 5. To qualify for sabbatical leave a licensed teacher must have taught for seven (7) full years in the International Falls Public Schools next and prior to the granting of the leave, and must have a four year degree or more. A teacher may take a maximum of two (2) sabbatical leaves and they must be at least seven (7) full years apart. The number allowed to leave in any one year shall not exceed two - one from elementary and one from secondary schools.

Subd. 6. The educational institution and a normal load of courses to be taken must be approved by the School Board or agent thereof. Consideration will also be given to a carefully screened program for an entire school year's work staying in a foreign home while studying and thus becoming acquainted with the language, the customs of the people, the schools, and the teaching methods. Sabbatical leave shall be distributed between the secondary and elementary teachers. In case the number of approved applications falls below the number granted in either division, the unused leave may be granted to the teacher or teachers in the other groups.

Subd. 7. The review of the application before being presented to the School Board shall be screened by a committee consisting of the Superintendent and four teachers, two each from the elementary and secondary schools.

Subd. 8. It is understood that sabbatical leave will be granted only for a full year and not for any half or part of a school year.

Section 6. Extended Child Care Leave:

Subd. 1. A child care leave may be granted by the School District subject to the provisions of this section, to one (1) parent of an infant child, provided such parent is caring for the child on a full-time basis.

Subd. 2. A teacher making application for child care leave shall inform the Superintendent in writing of intention to take the leave at least three calendar months before commencement of the intended leave. A pregnant teacher may schedule the beginning of the child care leave after the disability associated with the birth.

Subd. 3. Extended child care leave if approved would begin on the date agreed upon following FMLA leave, but both leaves would run concurrently.

Subd. 4. The School District may adjust the proposed beginning or ending date of a child care leave so that the dates of the leave are coincident with some natural break in the school year - i.e., winter vacation, spring vacation, semester break or quarter break, end of a grading period, end of the school year, or the like. The availability of a substitute teacher may also be considered by the School District in the granting of a child care leave or the duration thereof.

Subd. 5. Child care leave shall be without pay or employer paid benefits.

Subd. 6. A child care leave shall be for no more than one year.

Subd. 7. The provisions of this section may be modified by mutual consent of School Board and teacher.

**SECTION 7. PROFESSIONAL LEGAL LEAVE:** In the event a teacher is required to absent himself/herself from school because of litigation activities arising from their employment, their

substitute teacher shall be paid for by the School District unless the litigation is an adversary action between the District and the teacher. The teacher shall not lose sick leave or personal leave days.

**SECTION 8. UNION LEAVE:** Union leave will be granted to officers or designated representatives of Local 331 for union related activities. Substitute teachers shall be paid by Local 331. Union representatives shall not lose sick leave or personal leave days. A maximum of ten (10) days per person per year is authorized for this purpose.

**SECTION 9. LEAVE OF ABSENCE:**

**Subd. 1.** Tenured teachers may request a leave of absence under M.S. 122A.46, Subd. 1-6.

**Subd. 2.** Tenured teachers may request a leave of absence not covered under M.S. 122A.46 for a specified reason including maternity and child care leave.

**Subd. 3.** The School Board shall have sole right to grant or reject a request for leave.

**Subd. 4.** A request for leave shall be for a specified length of time with a written request to the Superintendent stating the initial and terminating dates.

**Subd. 5.** Teachers on requested leave may belong to any or all insurance programs at the complete expense of the teachers.

**Subd. 6.** Seniority, returning salary, and other rights are as specified under M.S. 122A.46.

**SECTION 10. RECOGNITION LEAVE:** A full time teacher shall be eligible for up to two (2) days of recognition leave each year. Recognition leave is available for faculty to officiate major activity events, coach, mentor, consult, demonstrate, conduct, lead or otherwise be recognized as an expert in a school activity without losing personal leave. An amount up to the cost of the substitute shall be deducted from the teacher's salary if the teacher receives an honorarium. Recognition leave allowances are not cumulative. A recognition leave day shall not be granted on the first or last day of the school year nor the day directly preceding or following a major vacation break. Recognition leave shall not be taken on Parent-Teacher Conference days. All leaves must have prior approval by the administration. No recognition leave shall be granted after a district-wide maximum of \$500.00 is spent in any fiscal year on costs of substitutes. In case of question, the decision of the School Board shall be final.

**SECTION 11. UNPAID LEAVE:** The Superintendent shall have authority to grant requests for unpaid days in emergency situations. Any other unpaid leave requests shall be submitted in a timely manner for prior School Board approval. Any unpaid time off is without pay and benefits.

**SECTION 12. WORKERS COMPENSATION:** An employee who is absent from work as a result of a compensable injury under the provisions of the Worker's Compensation Act, shall utilize accrued sick leave days. During the period of absence for which a teacher is receiving worker's compensation benefits, payroll will be calculated in the following manner; the worker's compensation benefit paid to the teacher will be deducted from the teacher's normal net pay for the appropriate benefit period. In no instance will the sick leave paid and the worker's compensation paid be more than the teacher's normal net pay. The difference between the teacher's normal net pay and the worker's compensation benefit paid to the teacher will be considered sick leave at a prorated amount. Once the teacher has

used up his/her accumulated sick leave, he/she will only receive the worker's compensation benefit. While on paid status with the district the teacher will continue to accrue sick leave and will be eligible for District paid benefits.

## **ARTICLE XI: HOURS OF SERVICE**

### **SECTION 1. BASIC DAY:**

**Subd. 1.** The teacher's basic day exclusive of lunch shall be 8:10 a.m. to 3:50 p.m.

**Subd. 2.** ECFE teachers may have an assignment outside of the basic day. Full-time teacher and full-time ECFE teacher shall have comparable hours.

**Subd. 3.** Teachers, upon mutual consent, may be hired to work outside the basic school day at their hourly rate. Hourly rate is calculated by taking employee's cell placement from current salary schedule, dividing that by 188 days to get daily rate. Divide the daily rate by 7.67 hours per day to get the hourly rate.

**Subd. 4.** High school "overload" is a mutually agreed upon assignment between administration and Local 331 member. Any assignment for a high school teacher over their normal assignment, i.e. 5 classes one semester and 6 the other semester is considered an overload. The overload is compensated by taking the employee's cell placement from current salary schedule and multiplying by .18 for a yearlong overload or .09 for a semester overload.

**SECTION 2. BUILDING HOURS:** The specific hours at any individual building may vary according to the needs of the educational program of the School District. The specific hours for each building will be designated by the School Board.

**SECTION 3. ADDITIONAL ACTIVITIES:** Teachers may reasonably be requested to participate in school activities beyond the basic teacher's day when such participation is designed to implement or improve the program of the school.

**SECTION 4. PREPARATION TIME:** Full time teachers shall be accorded preparation time as specified in this section. Part time teacher's basic day and preparation time shall be prorated accordingly.

**Subd. 1. Elementary Level:** Each elementary teacher (preK-5) shall have a minimum of one seventy-seven (77) minute preparation period in one or two time units during the student day.

**Subd. 2. Secondary Level:** The normal duty day of secondary teachers (6-12) shall consist of three hundred (300) minutes per day. A full time teacher shall teach six (6) fifty (50) minute periods for one semester; the opposite semester shall teach five (5) fifty (50) minute periods with an additional fifty (50) minute general non-teaching elective equivalent to half the days of same semester. The non-teaching elective will be per the list derived mutually by administration and union representatives each year. Secondary teachers traveling between buildings shall use non-teaching elective time for travel to help facilitate scheduling of courses between buildings.

**Subd. 3. Dual-Building Assignment:** Teachers who are assigned to teach daily in Falls Elementary and West End Elementary/Falls High School shall receive prep time according to the building where the

majority of the assignment is housed. Teachers will be accorded a minimum of ten (10) minutes travel time between Falls Elementary and West End/Falls High School.

## **ARTICLE XII: PART-TIME TEACHERS**

**SECTION 1. DEFINITION OF PART-TIME TEACHERS:** Employees covered under this article are those part-time teachers eligible to be represented under the provisions of P.E.L.R.A.

### **SECTION 2. SALARY AND BENEFITS FOR PART-TIME TEACHERS:**

**Subd. 1.** Part-time teachers whose services equal .50 FTE or above in a school year shall be entitled to benefits, salaries and obligations of a full-time teacher except that these benefits, salaries and obligations shall be reduced proportional to the fractional part of the school year for which services are rendered. Advancement on the salary schedule will occur on an annual basis beginning the 2013-14 school year (no fractional accumulation).

**Subd. 2.** Part-time teachers whose services equal .49 FTE or below in a school year shall not be entitled to benefits and shall be compensated at the hourly rate on Schedule "D".

**Subd. 3.** Substitute teachers who substitute for more than thirty (30) consecutive days for one teacher shall be paid according to their placement on the salary schedule as a long term substitute. Absence due to an extracurricular assignment shall not affect the thirty (30) consecutive day's requirement or placement on the salary schedule. Long term substitutes may take up to 3 days of unpaid sick leave after the initial 30 day period and will accrue an additional 1 ½ unpaid sick leave days for every 20 days worked thereafter. Additional unpaid leave may be granted at the discretion of the superintendent. Substitute teachers who are hired by School Board action to complete a year and who meet the FTE requirement of .50 or greater FTE shall receive pro-rated benefits.

**Subd. 4.** Teachers employed for a full-time permanent position after the school term has commenced shall be paid according to placement on the salary schedule and shall receive pro-rata salary and benefits upon such employment. Teachers with an FTE of .5 or above will receive a step advancement the following year; teachers with an FTE of .49 and below will remain on the same step of the salary schedule the subsequent year with advancement the year following (or second "full" year).

## **ARTICLE XIII: SENIORITY**

**SECTION 1. SENIORITY:** Seniority shall be as defined in this section.

**Subd. 1.** Teachers who have acquired continuing contract rights shall be placed on un-requested leave of absence in fields in which they are licensed in inverse order in which they were employed by the School District (Seniority ranking).

**Subd. 2.** Ties in the seniority list for teachers will be broken by the following criteria in the order listed and will be judged the senior: (1) the date the full-time teacher provided continuous service to the School District; (2) the date of the official hiring by the School Board; (3) the date the teacher signed his/her contract; (4) highest vertical position on the salary schedule; (5) the farthest horizontal position on the salary schedule and MA will be senior over the BA+40. A full time teacher shall be senior over a part-time teacher in items 1, 2, and 3; and (6) in the event a tie still remains, a committee of four shall

be selected, two appointed by the Superintendent, and two by the President of Local 331. It shall be the duty of this committee to determine after due investigation, by majority vote, who is the most senior on the basis of guidelines set forth by law and subsequent rulings. If the committee cannot reach agreement, a State Mediator shall cast the tie-breaking vote.

Subd. 3. A Seniority List will be maintained for teachers under this section. By February 1st of each year the Superintendent will provide the membership with aforementioned list. Any challenge to the seniority list shall be submitted to the Superintendent in writing by February 11th. Summary of all challenges will be provided to the Union President by the Superintendent by February 16th. A final seniority list will be published to membership by March 1st with any challenges beyond March 1st subject to the grievance procedure.

Subd. 4. New Teacher orientation in-service day does not count towards seniority placement.

Subd. 5. Probationary teachers shall be subject to three teacher evaluations performed by their Direct Supervisor with the deadline dates as follows:

Evaluation One:	October 25
Evaluation Two:	January 20
Evaluation Three:	March 20

If deadline date falls on a weekend the evaluation is to be complete by the Friday preceding the deadline.

All formal observations conducted annually by district administration will be given post-observation feedback face-to-face within five (5) days followed by written summation within ten (10) days.

Subd. 5. As Of 2017 -18 a single seniority list will be developed for continuing contract teachers. By December 1st of 2017, any continuing contract teacher with prior part-time experience in the District may request recalculation of their seniority for the upcoming seniority list to include part-time experience. Full and partial accumulation will continue from this point forward and rounding will not occur for placement on seniority list. Exception will be made for FMLA qualifying events not exceeding the 12 week maximum.(Example: 4.66 accumulated years of experience would result in the member being between a group with 4 years and 5 years of experience Due to heart surgery an employee can take up to 12 weeks of which some is paid and some in unpaid – this is FMLA qualifying event and FTE would not be affected. If an employee was granted by the school board an additional 4 weeks of leave, this would affect FTE for the 4 weeks and would impact accrued FTE.).

Subd. 6. [Stranding language specific to the licensed teaching position for the ALC position. This position will be hired by ISD 361 compared to contracting for the service and thus governed by the Local 331/ISD 361 collective bargaining agreement. That teaching position is open to strand language but only at 100%. For example, if a teacher was in a position that they were reduced .1 FTE they could strand into the ALC position, but it would be either take the full position or not allowed to strand into that position. This is agreed upon due to the integrity of the position and not having multiple different teachers which in past was not conducive to successful operation of the ALC program.](#)

## **ARTICLE XIV: PAYMENT OF SALARY**

### **SECTION 1. PAYMENT OF SALARY:**

Subd. 1. Each teacher shall elect to be paid in twenty or twenty-six payroll periods. Changes can be made annually with notification to the Payroll Clerk by September 1.

Subd. 2. Payroll will be distributed through direct deposit procedures occurring every other Friday. Teachers who elect to be paid in twenty (20) pay periods will have benefits and deductions distributed equally over the twenty (20) pay periods. Teachers who elect to be paid in twenty-six (26) pay periods will have benefits and deductions distributed equally over twenty-six payments, however, July and August payroll will be paid through 4-5 individual checks by June 30th.

Subd. 3. The employer shall deposit their bi-weekly checks in any, depository with selection of depository to be the decision of the teacher.

Subd. 4. Extra-curricular and any other additional compensation shall be paid as part of the teacher's regular salary check. Extra-curricular compensation will be paid in two installments, one at the mid-season point and one at the end of the regular season or conclusion of obligation. Payment shall not be made until the teacher submits a voucher for each installment.

Subd. 5. July 1 of each calendar year shall begin a new contract period. All wages, salaries and compensation shall be earned at the new contract rate and paid accordingly effective July 1 of each year. Any contract not agreed upon by July 1 shall be retroactive to July 1.

Subd. 6. A teacher may change their tax sheltered annuity amount and/or company at any time during the school year. Tax sheltered company must be in the ISD 361 403b plan document as an approved vendor.

## **ARTICLE XV: LENGTH OF SCHOOL YEAR**

SECTION 1. TEACHER DUTY DAYS: The School Board shall, prior to April 1 of each school year, establish the number of school days and teacher duty days for the next school year, and the teacher shall perform services on those days as determined by the School Board, including those legal holidays on which the School Board is authorized to conduct school and pursuant to such authority as has been determined to conduct school. Teachers shall receive pro-rata pay for any regularly scheduled, legislatively mandated student contact days in excess of 177.

SECTION 2. EMERGENCY CLOSING: In the event of a student day or teacher duty day lost for any emergency, the teacher may be required to perform duties on that day or other such day in lieu thereof as determined by the School Board or its designated representative, if any.

SECTION 3. SCHOOL CALENDAR: The school calendar will be determined through the meet and confer process and acted on by the School Board prior to March 31st of each year. Calendar may be amended after that date pursuant to legislative authority. The length of the contract year is 188 days. Teacher duty days are set at 174 student days, five teacher in-service/work days, and two parent-teacher conference days for a total of 181 duty days. School will not be in session on the two Education Minnesota Days (not included in teacher duty days). Paid non-duty days are: Labor Day, Thanksgiving Day, the Friday following Thanksgiving, Christmas Day, President's Day, Good Friday, and Memorial Day.

School may be conducted on Columbus Day, Veteran's Day and Martin Luther King Day. Any amendments or changes to the calendar will be determined through the meet and confer process prior to board approval.

## **ARTICLE XVI: GRIEVANCE PROCEDURE**

**SECTION 1. POLICY:** Sections 1 through 8 of this grievance procedure are to be liberally construed so as to effectuate the purposes of Minn. Stat. Chapter 179A, the Public Employment Labor Relations Act.

### **SECTION 2. DEFINITIONS:**

**Subd. 1. Scope:** For the purposes of this grievance procedure the words defined in this Section have the meanings given them.

**Subd. 2. Bureau:** "Bureau" means the Bureau of Mediation Services.

**Subd. 3. Days:** "Days" means calendar days.

**Subd. 4. Employee:** "Employee" means any public employee who is in the teachers' bargaining unit.

**Subd. 5. Grievance:** "Grievance" means a dispute or disagreement regarding the application or interpretation of any term of the contract required under Minn. Stat. §179A.20, Subdivision 1.

**Subd. 6. Non-probationary:** "Non-probationary" means an employee who has completed an initial probationary period required as a part of the public employer's employment process.

**Subd. 7. Party:** "Party" means either the exclusive representative and its authorized agent or the employer and its authorized representative.

**Subd. 8. Service:** "Service" means personal delivery or service by the United States Postal Service, postage prepaid and addressed to the individual or organization at its last known mailing address. Service under this grievance procedure is effective upon deposit with the United States Postal Service, as evidenced by a postmark or dated receipt, or upon personal delivery.

**SECTION 3. COMPUTATION OF TIME:** In computing any period of time prescribed or allowed by this grievance procedure, the day or act or event upon which a period of the time begins to run shall not be included. The last day of the time period shall be included unless it is a Saturday, Sunday, or holiday.

**SECTION 4. STEP ONE:** When an employee or group of employees represented by the exclusive representative has a grievance, the employee or an agent of the exclusive representative shall attempt to resolve the matter with the employee's building principal or immediate supervisor within 21 days after the employee, through the use of reasonable diligence, should have had knowledge of the event or act giving rise to the grievance. The building principal or immediate supervisor shall then attempt to resolve the matter and shall respond in writing to the grievant and the agent of the exclusive representative within five days after the grievance is presented.

**SECTION 5. STEP TWO:** If the building principal or immediate supervisor has not been able to resolve the grievance or has not responded in writing within the time period provided in Section 4 (step one), a written grievance may be served on the superintendent by the exclusive representative. The written grievance shall provide a concise statement outlining the nature of the grievance, the provisions of the contract or the just cause situation in dispute, and a statement of the relief or remedy requested. The written grievance must be served on the employer's representative within 15 days after the building principal or immediate supervisor's response was due under Section 4 (step one). The employer's representative shall meet with the agent of the exclusive representative within five days after service of the written grievance and both parties shall attempt to resolve the grievance. The employer's representative shall serve a written response to the grievance on the agent of the exclusive representative within five days of the meeting. The response shall contain a concise statement of the employer's position on the grievance, and the remedy or relief the employer is willing to provide, if any.

**SECTION 6. STEP THREE:** If the grievance is not resolved under Section 5 (step two), the exclusive representative may serve the written grievance upon the chief officer of the board or that person's designated representative within ten days after the written response required by Section 5 (step two) was due. An agent of the exclusive representative shall meet with the chief officer of the board or designee within five days of service of the written grievance and they shall attempt to resolve the matter. The chief officer of the board or designee shall serve a written response to the grievance on the agent of the exclusive representative within five days of the meeting.

**SECTION 7. ARBITRATION:**

**Subd. 1. Referral to Arbitration:** If the response of the chief administrative officer or designee is not received within the period provided in Section 6 (step three) or is not satisfactory, the exclusive representative may serve written notice on the employer of its intent to refer the case to arbitration within ten days after the response required by Section 6 (step three) is due.

**Subd. 2. Selection of Arbitrator:** Within ten days of the service of written notice of the intent to arbitrate, the employer's chief administrative officer or designee shall consult with the agent of the exclusive representative and endeavor to mutually agree upon an arbitrator to hear and decide the grievance. If the parties do not agree upon the selection of an arbitrator, either party may request a list of impartial arbitrators from the Bureau. The parties shall alternatively strike names from a list of five names to be provided by the Bureau until only one name remains, and the remaining name shall be the designated arbitrator. The determination of which party will commence the striking process shall be made by mutual agreement or a flip of a coin.

**Subd. 3. Arbitrator's Authority:** The arbitrator shall have no authority to amend, modify, add to, or subtract from the terms of an existing contract. The decision and award of the arbitrator shall be final and binding upon both parties.

**Subd. 4. Arbitration Expenses:** The employer and the exclusive representative shall share equally the arbitrator's fees and necessary expenses. Cancellation fees shall be paid by the party requesting the cancellation and any fees incurred as the result of a request for clarification shall be paid by the party requesting the clarification. Each party shall be responsible for compensating its own representative and the witnesses except to the extent provided by Section 8, Subd. 1.

**Subd. 5. Transcripts and Briefs:** Because arbitration is intended to provide a simple, speedy alternative to litigation processes, the use of transcripts and briefs should be considered only in exceptional circumstances. If a verbatim record is required, it may be prepared providing the party

desiring the record pays the cost and makes a copy available to the other party and the arbitrator without charge. The arbitrator may maintain written notes of the hearing and may use an electronic recording device to supplement the note taking. These notes shall be considered the arbitrator's private and personal property and shall not be made available to the parties or another third party. If a recording device is used by the arbitrator to supplement the arbitrator's notes, the arbitrator shall retain the recording for a period of 90 days following the issuance of the award.

#### SECTION 8. PROCESSING OF GRIEVANCES:

Subd. 1. Release Time: To the fullest extent feasible the processing of grievances under the grievance procedure shall be conducted during the normal business hours of the employer. Employees designated by the exclusive representative shall be released from work without loss of regular non-overtime earnings as a result of their necessary participation in meetings or hearings held pursuant to the grievance procedure, whenever such release is consistent with the safe and reasonable operations. No more than three employees shall be entitled to compensation for participation in a single meeting or hearing with respect to any one grievance.

Subd. 2. Waiver of Steps: The parties may by written mutual agreement waive participation in the grievance steps in Section 4 to Section 6 and may similarly agree to extend the time limits established by Section 4 to Section 7.

Subd. 3. Time Limits: A failure to raise a grievance within the time limits specified in Section 3, or to initiate action at the next step of the procedure in Section 4 to Section 7 within the time limits in these sections shall result in forfeiture by the exclusive representative of the right to pursue the grievance. A failure of an employer representative to comply with the time periods and procedure in Section 4 to Section 7 shall require mandatory alleviation of the grievance as requested in the last statement by the exclusive representative.

### **ARTICLE XVII: DURATION**

SECTION 1. TERM AND REOPENING NEGOTIATIONS: This agreement shall remain in full force and effect for a period commencing on July 1, 20~~21~~<sup>15</sup> through June 30, 20~~23~~<sup>17</sup> and thereafter until modifications are made pursuant to the P.E.L.R.A. of 1971. If either party desires to modify or amend this agreement commencing on July 1, 2015, it shall give written notice of such intent no less than 60 days prior to July 1, 20~~23~~<sup>17</sup> and/or in compliance with P.E.L.R.A. of 1971.

SECTION 2. EFFECT: This agreement constitutes the full and complete agreement between the School Board and the exclusive representative representing the teachers of the District. The provisions herein relating to terms and conditions of employment supersede any and all prior agreements, resolutions, practices, School District policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions.

SECTION 3. FINALITY: Any matters relating to the current contract term, whether or not referred to in this agreement, shall not be open for negotiations during the term of this agreement.

SECTION-4. SEVERABILITY: The provisions of this Agreement shall be severable and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Agreement or the application or any provisions thereof.



IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT AS FOLLOWS:

EDUCATION MINNESOTA INTERNATIONAL FALLS LOCAL #331:

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
VICE PRESIDENT

\_\_\_\_\_  
SECRETARY

DATE: \_\_\_\_\_

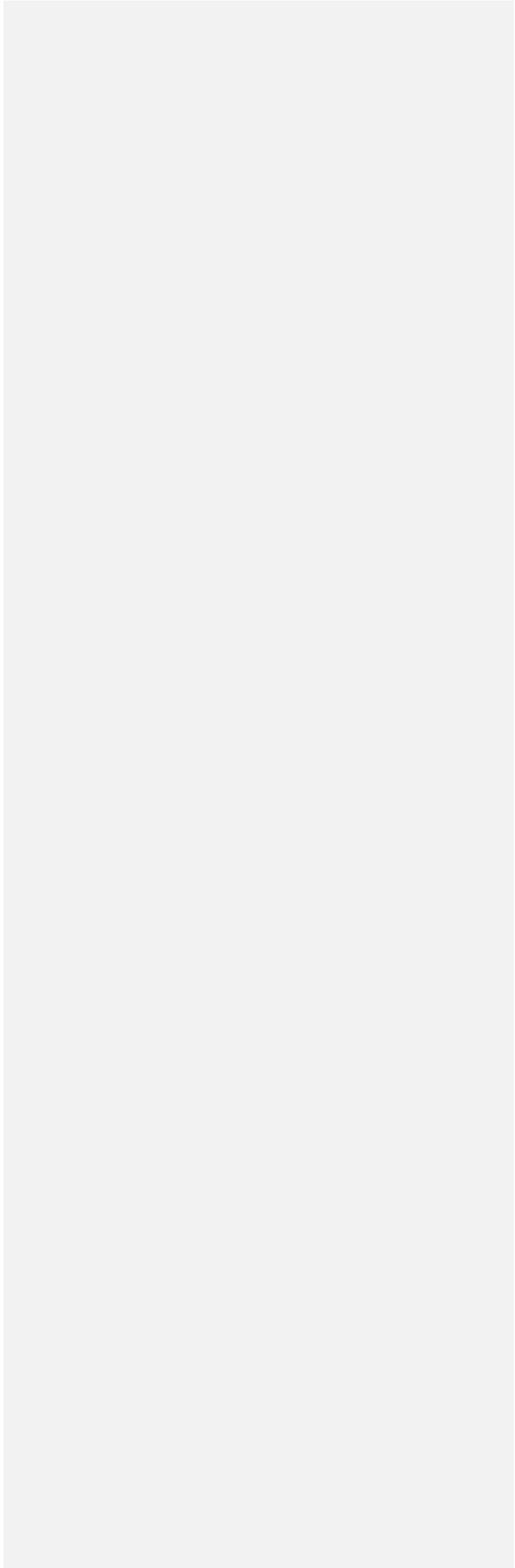
FOR INDEPENDENT SCHOOL DISTRICT NO. 361:

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
SUPERINTENDENT

DATE: \_\_\_\_\_



**INDEPENDENT SCHOOL DISTRICT NO. 361**

**LOCAL #331 - SALARY SCHEDULE A**  
**202119 - 20202022**

*Lanes:*

<i>Steps:</i>	BA	BA +10	BA +20	BA +30	BA +40 - MA	MA +10	MA +20	MA +30
1	<del>\$42,983</del> \$41,314	<del>\$44,058</del> \$42,347	<del>\$45,115</del> \$43,363	<del>\$46,186</del> \$44,392	<del>\$49,193</del> \$47,282	<del>\$50,256</del> \$48,305	<del>\$51,325</del> \$49,332	<del>\$52,387</del> \$50,353
2	<del>\$44,955</del> \$43,210	<del>\$46,075</del> \$44,286	<del>\$47,186</del> \$45,354	<del>\$48,303</del> \$46,427	<del>\$51,448</del> \$49,450	<del>\$52,565</del> \$50,524	<del>\$53,676</del> \$51,592	<del>\$54,796</del> \$52,669
3	<del>\$47,011</del> \$45,185	<del>\$48,185</del> \$46,314	<del>\$49,346</del> \$47,429	<del>\$50,521</del> \$48,559	<del>\$53,816</del> \$51,726	<del>\$54,986</del> \$52,851	<del>\$56,147</del> \$53,967	<del>\$57,319</del> \$55,093
4	<del>\$49,168</del> \$47,259	<del>\$50,395</del> \$48,438	<del>\$51,612</del> \$49,608	<del>\$52,842</del> \$50,790	<del>\$56,290</del> \$54,104	<del>\$57,518</del> \$55,284	<del>\$58,735</del> \$56,454	<del>\$59,965</del> \$57,636
5	<del>\$51,424</del> \$49,427	<del>\$52,712</del> \$50,665	<del>\$53,987</del> \$51,890	<del>\$55,275</del> \$53,128	<del>\$58,887</del> \$56,600	<del>\$60,168</del> \$57,831	<del>\$61,442</del> \$59,056	<del>\$62,732</del> \$60,296
6	<del>\$53,786</del> \$51,697	<del>\$55,138</del> \$52,997	<del>\$56,464</del> \$54,272	<del>\$57,821</del> \$55,575	<del>\$61,599</del> \$59,207	<del>\$62,942</del> \$60,498	<del>\$64,279</del> \$61,783	<del>\$65,624</del> \$63,075
7	<del>\$56,264</del> \$54,079	<del>\$57,676</del> \$55,436	<del>\$59,071</del> \$56,777	<del>\$60,490</del> \$58,141	<del>\$64,442</del> \$61,939	<del>\$65,855</del> \$63,298	<del>\$67,245</del> \$64,633	<del>\$68,655</del> \$65,989
8	<del>\$58,856</del> \$56,571	<del>\$60,339</del> \$57,996	<del>\$61,799</del> \$59,399	<del>\$63,281</del> \$60,824	<del>\$67,423</del> \$64,805	<del>\$68,894</del> \$66,219	<del>\$70,359</del> \$67,626	<del>\$71,839</del> \$69,049
9	<del>\$61,572</del> \$59,181	<del>\$63,121</del> \$60,670	<del>\$64,651</del> \$62,140	<del>\$66,202</del> \$63,631	<del>\$70,544</del> \$67,805	<del>\$72,082</del> \$69,283	<del>\$73,612</del> \$70,754	<del>\$75,164</del> \$72,245
10	<del>\$64,421</del> \$61,920	<del>\$66,036</del> \$63,472	<del>\$67,637</del> \$65,011	<del>\$69,261</del> \$66,572	<del>\$73,809</del> \$70,943	<del>\$75,424</del> \$72,495	<del>\$77,029</del> \$74,038	<del>\$78,646</del> \$75,592
Longevity	Teachers who have provided the District with twelve (12) years of TRA service following placement on Step 10 shall qualify for a stipend of \$400. The stipend shall be a separate check at year end, and shall continue annually until such time employment with the District in a TRA capacity is severed.							

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- [Recruitment and Retention Stipend](#): The District will contribute \$1000 stipend to all teachers who were employed and actively working for the district for the majority of the time period from start of school 2021 through December 31, 2021 in the first regular paycheck of January, 2022. The District will contribute a second \$1,000 stipend in the first regular paycheck of June, 2022 (payment will be earlier if Esser III approval is confirmed for this area prior to June) for all teachers in lieu of working January 1, 2022 through the last school day of 2022. This stipend is for the 2021- 2022 school year. Person's FTE will be multiplied by the stipend amounts to determine payments. It applies to this contract period only and will not be part of ongoing contracts for years to come thus sun setting at the end of the contract.

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**INDEPENDENT SCHOOL DISTRICT NO. 361**

**LOCAL #331 - SALARY SCHEDULE B**  
2020-2022 – 2021-2023

Steps:	Lanes:							
	BA	BA +10	BA +20	BA +30	BA +40 - MA	MA +10	MA +20	MA +30
1	\$43,413	\$44,499	\$45,566	\$46,648	\$49,685	\$50,759	\$51,838	\$52,911
	\$42,140	\$43,194	\$44,230	\$45,280	\$48,228	\$49,271	\$50,319	\$51,360
2	\$45,405	\$46,536	\$47,658	\$48,786	\$51,962	\$53,091	\$54,213	\$55,344
	\$44,074	\$45,172	\$46,261	\$47,356	\$50,439	\$51,534	\$52,624	\$53,722
3	\$47,481	\$48,667	\$49,839	\$51,026	\$54,354	\$55,536	\$56,708	\$57,892
	\$46,089	\$47,240	\$48,378	\$49,530	\$52,761	\$53,908	\$55,046	\$56,195
4	\$49,660	\$50,899	\$52,128	\$53,370	\$56,853	\$58,093	\$59,322	\$60,565
	\$48,204	\$49,407	\$50,600	\$51,806	\$55,186	\$56,390	\$57,583	\$58,789
5	\$51,938	\$53,239	\$54,527	\$55,828	\$59,476	\$60,770	\$62,056	\$63,359
	\$50,416	\$51,678	\$52,928	\$54,191	\$57,732	\$58,988	\$60,237	\$61,502
6	\$54,324	\$55,689	\$57,029	\$58,399	\$62,215	\$63,571	\$64,922	\$66,280
	\$52,721	\$54,057	\$55,357	\$56,687	\$60,391	\$61,708	\$63,019	\$64,327
7	\$56,827	\$58,253	\$59,662	\$61,095	\$65,086	\$66,514	\$67,917	\$69,342
	\$55,161	\$56,545	\$57,913	\$59,304	\$63,178	\$64,564	\$65,926	\$67,309
8	\$59,445	\$60,942	\$62,417	\$63,914	\$68,097	\$69,583	\$71,063	\$72,557
	\$57,702	\$59,156	\$60,587	\$62,040	\$66,101	\$67,543	\$68,979	\$70,430
9	\$62,188	\$63,752	\$65,298	\$66,864	\$71,249	\$72,803	\$74,348	\$75,916
	\$60,365	\$61,883	\$63,383	\$64,904	\$69,161	\$70,669	\$72,169	\$73,690
10	\$65,065	\$66,696	\$68,313	\$69,954	\$74,547	\$76,178	\$77,799	\$79,432
	\$63,158	\$64,741	\$66,311	\$67,903	\$72,362	\$73,945	\$75,519	\$77,104
Longevity	Teachers who have provided the District with twelve (12) years of TRA service following placement on Step 10 shall qualify for a stipend of \$400. The stipend shall be a separate check at year end, and shall continue annually until such time employment with the District in a TRA capacity is severed.							

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- **Recruitment and Retention Stipend:** The District will contribute \$1,000 stipend to all teachers in the first paycheck of September 2022 in lieu of working the 2022 -2023 contract year. Person's FTE will be multiplied by the stipend amounts to determine payment. It applies to this contract period only and will not be part of ongoing contracts for years to come thus sun setting at the end of this contract.

**INDEPENDENT SCHOOL DISTRICT NO. 361**

**ATHLETIC ACTIVITIES SALARY SCHEDULE C**

**2019-2021- 202220**

Persons serving as Head and Assistant Coaches prior to 09/01/2005 will be paid according to the 2004-05 column and remain at that rate until such time as their placement on the 2019-2020 and 2020-2021 schedule is equal to or greater than the 2004-05 rates. Credit for experience will be granted on the basis of service as head or assistant coach in the same sport in the following coaching areas for Falls High School. Experience will be tallied on an accumulative, not consecutive basis.

Activity	Position	Rate 2004-2005	Year 1 - 3	Year 4 - 6	Year 7 - 9	Year 10+	Base Annual Hrs
Baseball	Head Coach	<del>\$5,062</del>	<u>\$5,749</u>	<u>\$6,036</u>	<u>\$6,338</u>	<u>\$6,654</u>	186
	Assistant Coach	<del>\$3,800</del>	<u>\$4,024</u>	<u>\$4,226</u>	<u>\$4,436</u>	<u>\$4,657</u>	186
Basketball	Head Coach	<del>\$6,074</del>	<u>\$7,960</u>	<u>\$8,356</u>	<u>\$8,775</u>	<u>\$9,216</u>	258
	Assistant Coach	<del>\$4,369</del>	<u>\$5,571</u>	<u>\$5,849</u>	<u>\$6,143</u>	<u>\$6,450</u>	258
Cross Country	Head Coach	<del>\$6,079</del>	<u>\$5,749</u>	<u>\$6,036</u>	<u>\$6,338</u>	<u>\$6,654</u>	186
	Assistant Coach	<del>\$-</del>	<u>\$4,024</u>	<u>\$4,226</u>	<u>\$4,436</u>	<u>\$4,657</u>	186
Football	Head Coach	<del>\$7,029</del>	<u>\$7,076</u>	<u>\$7,430</u>	<u>\$7,799</u>	<u>\$8,190</u>	229
	Assistant Coach	<del>\$5,130</del>	<u>\$4,952</u>	<u>\$5,201</u>	<u>\$5,459</u>	<u>\$5,734</u>	229
Golf	Head Coach	<del>\$5,062</del>	<u>\$5,749</u>	<u>\$6,036</u>	<u>\$6,338</u>	<u>\$6,654</u>	186
	Assistant Coach	<del>\$-</del>	<u>\$4,024</u>	<u>\$4,226</u>	<u>\$4,436</u>	<u>\$4,657</u>	186
Hockey	Head Coach	<del>\$6,268</del>	<u>\$7,518</u>	<u>\$7,894</u>	<u>\$8,286</u>	<u>\$8,703</u>	244
	Assistant Coach	<del>\$4,369</del>	<u>\$5,260</u>	<u>\$5,524</u>	<u>\$5,799</u>	<u>\$6,098</u>	244
Softball	Head Coach	<del>\$5,223</del>	<u>\$5,749</u>	<u>\$6,036</u>	<u>\$6,338</u>	<u>\$6,654</u>	186
	Assistant Coach	<del>\$3,800</del>	<u>\$4,024</u>	<u>\$4,226</u>	<u>\$4,436</u>	<u>\$4,657</u>	186

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Swimming, Boys	Head Coach	<del>\$5,318</del>	<u>\$6,190</u>	<u>\$6,501</u>	<u>\$6,825</u>	<u>\$7,169</u>	201
			<u>\$5,950</u>	<u>\$6,249</u>	<u>\$6,560</u>	<u>\$6,890</u>	201
Swimming, Girls	Head Coach	<del>\$6,079</del>	<u>\$6,190</u>	<u>\$6,501</u>	<u>\$6,825</u>	<u>\$7,169</u>	201
			<u>\$5,950</u>	<u>\$6,249</u>	<u>\$6,560</u>	<u>\$6,890</u>	201
Swimming, Boys	Assistant Coach	<del>\$3,894</del>	<u>\$4,334</u>	<u>\$4,550</u>	<u>\$4,778</u>	<u>\$5,018</u>	201
			<u>\$4,166</u>	<u>\$4,374</u>	<u>\$4,592</u>	<u>\$4,824</u>	201
Swimming, Girls	Assistant Coach	<del>\$4,202</del>	<u>\$4,334</u>	<u>\$4,550</u>	<u>\$4,778</u>	<u>\$5,018</u>	201
			<u>\$4,166</u>	<u>\$4,374</u>	<u>\$4,592</u>	<u>\$4,824</u>	201
Track Head	Head Coach	<del>\$5,223</del>	<u>\$5,749</u>	<u>\$6,036</u>	<u>\$6,338</u>	<u>\$6,654</u>	186
			<u>\$5,525</u>	<u>\$5,802</u>	<u>\$6,092</u>	<u>\$6,396</u>	186
	Assistant Coach	<del>\$3,800</del>	<u>\$4,024</u>	<u>\$4,226</u>	<u>\$4,436</u>	<u>\$4,657</u>	186
			<u>\$3,868</u>	<u>\$4,062</u>	<u>\$4,264</u>	<u>\$4,476</u>	186
Volleyball Head	Head Coach	<del>\$5,626</del>	<u>\$6,190</u>	<u>\$6,501</u>	<u>\$6,825</u>	<u>\$7,169</u>	201
			<u>\$5,950</u>	<u>\$6,249</u>	<u>\$6,560</u>	<u>\$6,890</u>	201
	Assistant Coach	<del>\$4,655</del>	<u>\$4,334</u>	<u>\$4,550</u>	<u>\$4,778</u>	<u>\$5,018</u>	201
			<u>\$4,166</u>	<u>\$4,374</u>	<u>\$4,592</u>	<u>\$4,824</u>	201

**INDEPENDENT SCHOOL DISTRICT NO. 361**  
**ATHLETIC ACTIVITIES SALARY SCHEDULE C**

~~2020~~2022- 20212023

Activity	Position	Rate <del>2004-2005</del>	Year 1 - 3	Year 4 - 6	Year 7 - 9	Year 10+	Base Annual Hrs
Baseball	Head Coach	<del>\$5,163</del>	<u>\$5,806</u>	<u>\$6,096</u>	<u>\$6,401</u>	<u>\$6,721</u>	186
	Assistant Coach	<del>\$3,876</del>	<u>\$4,064</u>	<u>\$4,268</u>	<u>\$4,480</u>	<u>\$4,704</u>	186
Basketball	Head Coach	<del>\$6,195</del>	<u>\$8,040</u>	<u>\$8,440</u>	<u>\$8,863</u>	<u>\$9,308</u>	258
	Assistant Coach	<del>\$4,456</del>	<u>\$5,627</u>	<u>\$5,907</u>	<u>\$6,204</u>	<u>\$6,515</u>	258
Cross Country	Head Coach	<del>\$6,201</del>	<u>\$5,806</u>	<u>\$6,096</u>	<u>\$6,401</u>	<u>\$6,721</u>	186
	Assistant Coach	<del>\$-</del>	<u>\$4,064</u>	<u>\$4,268</u>	<u>\$4,480</u>	<u>\$4,704</u>	186
Football	Head Coach	<del>\$7,170</del>	<u>\$7,147</u>	<u>\$7,504</u>	<u>\$7,877</u>	<u>\$8,272</u>	229
	Assistant Coach	<del>\$5,233</del>	<u>\$5,002</u>	<u>\$5,253</u>	<u>\$5,514</u>	<u>\$5,791</u>	229
Golf	Head Coach	<del>\$5,163</del>	<u>\$5,806</u>	<u>\$6,096</u>	<u>\$6,401</u>	<u>\$6,721</u>	186

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	Assistant Coach	<del>-\$</del>	<u>\$4,064</u> <del>\$3,945</del>	<u>\$4,268</u> <del>\$4,143</del>	<u>\$4,480</u> <del>\$4,349</del>	<u>\$4,704</u> <del>\$4,566</del>	186
Hockey	Head Coach	<del>-\$6,393</del>	<u>\$7,593</u> <del>\$7,371</del>	<u>\$7,973</u> <del>\$7,739</del>	<u>\$8,369</u> <del>\$8,124</del>	<u>\$8,790</u> <del>\$8,532</del>	244
	Assistant Coach	<del>-\$4,456</del>	<u>\$5,313</u> <del>\$5,157</del>	<u>\$5,579</u> <del>\$5,416</del>	<u>\$5,857</u> <del>\$5,685</del>	<u>\$6,159</u> <del>\$5,978</del>	244
Softball	Head Coach	<del>-\$5,327</del>	<u>\$5,806</u> <del>\$5,636</del>	<u>\$6,096</u> <del>\$5,918</del>	<u>\$6,401</u> <del>\$6,214</del>	<u>\$6,721</u> <del>\$6,524</del>	186
	Assistant Coach	<del>-\$3,876</del>	<u>\$4,064</u> <del>\$3,945</del>	<u>\$4,268</u> <del>\$4,143</del>	<u>\$4,480</u> <del>\$4,349</del>	<u>\$4,704</u> <del>\$4,566</del>	186
Swimming, Boys	Head Coach	<del>-\$5,424</del>	<u>\$6,252</u> <del>\$6,069</del>	<u>\$6,566</u> <del>\$6,374</del>	<u>\$6,893</u> <del>\$6,691</del>	<u>\$7,241</u> <del>\$7,028</del>	201
Swimming, Girls	Head Coach	<del>-\$6,201</del>	<u>\$6,252</u> <del>\$6,069</del>	<u>\$6,566</u> <del>\$6,374</del>	<u>\$6,893</u> <del>\$6,691</del>	<u>\$7,241</u> <del>\$7,028</del>	201
Swimming, Boys	Assistant Coach	<del>-\$3,972</del>	<u>\$4,377</u> <del>\$4,249</del>	<u>\$4,596</u> <del>\$4,461</del>	<u>\$4,826</u> <del>\$4,684</del>	<u>\$5,068</u> <del>\$4,920</del>	201
Swimming, Girls	Assistant Coach	<del>-\$4,286</del>	<u>\$4,377</u> <del>\$4,249</del>	<u>\$4,596</u> <del>\$4,461</del>	<u>\$4,826</u> <del>\$4,684</del>	<u>\$5,068</u> <del>\$4,920</del>	201
Track Head	Head Coach	<del>-\$5,327</del>	<u>\$5,806</u> <del>\$5,636</del>	<u>\$6,096</u> <del>\$5,918</del>	<u>\$6,401</u> <del>\$6,214</del>	<u>\$6,721</u> <del>\$6,524</del>	186
	Assistant Coach	<del>-\$3,876</del>	<u>\$4,064</u> <del>\$3,945</del>	<u>\$4,268</u> <del>\$4,143</del>	<u>\$4,480</u> <del>\$4,349</del>	<u>\$4,704</u> <del>\$4,566</del>	186
Volleyball Head	Head Coach	<del>-\$5,739</del>	<u>\$6,252</u> <del>\$6,069</del>	<u>\$6,566</u> <del>\$6,374</del>	<u>\$6,893</u> <del>\$6,691</del>	<u>\$7,241</u> <del>\$7,028</del>	201
	Assistant Coach	<del>-\$4,748</del>	<u>\$4,377</u> <del>\$4,249</del>	<u>\$4,596</u> <del>\$4,461</del>	<u>\$4,826</u> <del>\$4,684</del>	<u>\$5,068</u> <del>\$4,920</del>	201

**Asst Coach I (Booster Financed): \$11.63 per hour to a maximum number of hours for sport.**

**Asst Coach II (Booster Financed): \$20.38 per hour to a maximum number of hours for sport**

Original Basis for Calculating Revised Schedule:

1. Initial calculation in 2005-07 based on the BA-3 divided by 188 days x 2 days equivalent per week; subsequent calculations have been same percentages applied against Schedules A & B applied to Schedules C & D.
2. Season = # of weeks from MSHSL start date through MSHSL tournament season.
3. Additional week credit given to football & volleyball for double practices prior to school start.
4. Minimum weeks utilized is 13.
5. Assistant coach rate is 70% of head coach.

**INDEPENDENT SCHOOL DISTRICT NO. 361**  
**NON ATHLETIC ACTIVITIES SCHEDULE D**

	Rate Type	<del>2019 -</del> <del>202021 -</del> <u>2022</u>	<del>2020 - 2021</del> <u>2022 - 2023</u>
Annual Director, In Class		<del>\$2,216</del> <u>\$2,130</u>	<del>\$2,238</del> <u>\$2,173</u>
Annual Director, Out of Class		<del>\$2,554</del> <u>\$2,455</u>	<del>\$2,580</del> <u>\$2,504</u>
Band Director, Jr. High		<del>\$412</del> <u>\$396</u>	<del>\$416</del> <u>\$404</u>

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Band Director, Sr. High		<del>\$883</del> <del>\$849</del>	<del>\$892</del> <del>\$866</del>
Bus Chaperones	Per Trip	<del>\$75</del> <del>\$73</del>	<del>\$76</del> <del>\$74</del>
Cheerleading Coach Football	Per Season	<del>\$999</del> <del>\$960</del>	<del>\$1,009</del> <del>\$979</del>
Cheerleading Coach Basketball	Per Season	<del>\$1,124</del> <del>\$1,080</del>	<del>\$1,135</del> <del>\$1,102</del>
Cheerleading Coach Hockey	Per Season	<del>\$1,061</del> <del>\$1,020</del>	<del>\$1,072</del> <del>\$1,040</del>
Choral, Jr High		<del>\$412</del> <del>\$396</del>	<del>\$416</del> <del>\$404</del>
Choral, Sr High		<del>\$883</del> <del>\$849</del>	<del>\$892</del> <del>\$866</del>
Drama Club		<del>\$542</del> <del>\$521</del>	<del>\$547</del> <del>\$531</del>
Knowledge Bowl		<del>\$2,416</del> <del>\$2,323</del>	<del>\$2,440</del> <del>\$2,369</del>
Licensed Hourly	Hourly	<del>\$31</del> <del>\$29</del>	<del>\$31</del> <del>\$30</del>
Math Team		<del>\$592</del> <del>\$569</del>	<del>\$598</del> <del>\$580</del>
MHS		<del>\$592</del> <del>\$569</del>	<del>\$598</del> <del>\$580</del>
Non-Teaching Assignment	Hourly	<del>\$28</del> <del>\$26</del>	<del>\$28</del> <del>\$27</del>
Pep Band	Hourly	<del>\$31</del> <del>\$29</del>	<del>\$31</del> <del>\$30</del>
Prom Advisor		<del>\$1,058</del> <del>\$1,017</del>	<del>\$1,069</del> <del>\$1,037</del>
Speech Coach		<del>\$2,416</del> <del>\$2,323</del>	<del>\$2,440</del> <del>\$2,369</del>
Student Council		<del>\$1,268</del> <del>\$1,219</del>	<del>\$1,281</del> <del>\$1,243</del>
Swing Choir		<del>\$544</del> <del>\$523</del>	<del>\$549</del> <del>\$533</del>
Van Driver	Per Trip	<del>\$75</del> <del>\$73</del>	<del>\$76</del> <del>\$74</del>

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EVENT WORKERS:	# of Hrs/Event	2019 - 2020 2021 - 2022		2020 - 2021 2022 - 2023	
		Rate per Event	Hourly Rate	Rate per Event	Hourly Rate
Announcer - All Day Invitational	5.0	<del>\$75</del> <del>\$72</del>	<del>\$15.00</del> <del>\$14-48</del>	<del>\$76</del> <del>\$74</del>	<del>\$15.20</del> <del>\$14-77</del>
Announcer, event	2.5	<del>\$45</del> <del>\$43</del>	<del>\$18.00</del> <del>\$17-14</del>	<del>\$45</del> <del>\$44</del>	<del>\$18.00</del> <del>\$17-48</del>
Clock Operator	3.5	<del>\$71</del> <del>\$68</del>	<del>\$20.29</del> <del>\$19-53</del>	<del>\$72</del> <del>\$70</del>	<del>\$20.57</del> <del>\$19-92</del>
Line Judge	2.0	<del>\$45</del> <del>\$43</del>	<del>\$22.50</del> <del>\$21-42</del>	<del>\$45</del> <del>\$44</del>	<del>\$22.50</del> <del>\$21-85</del>
Scorer / Goal Judge	3.5	<del>\$71</del> <del>\$68</del>	<del>\$20.29</del> <del>\$19-53</del>	<del>\$72</del> <del>\$70</del>	<del>\$20.57</del> <del>\$19-92</del>
Site Supervisor	4.0	<del>\$80</del> <del>\$77</del>	<del>\$20.00</del> <del>\$19-13</del>	<del>\$81</del> <del>\$78</del>	<del>\$20.25</del> <del>\$19-51</del>
Speech Judge	1.0	<del>\$26</del> <del>\$24</del>	<del>\$26.00</del> <del>\$24-48</del>	<del>\$26</del> <del>\$25</del>	<del>\$26.00</del> <del>\$24-97</del>
Ticket Collector	2.5	<del>\$49</del> <del>\$47</del>	<del>\$19.60</del> <del>\$18-77</del>	<del>\$49</del> <del>\$48</del>	<del>\$19.60</del> <del>\$18-14</del>
Ticket Seller	2.5	<del>\$54</del> <del>\$52</del>	<del>\$21.60</del> <del>\$20-81</del>	<del>\$55</del> <del>\$53</del>	<del>\$22.00</del> <del>\$21-22</del>
Track Official Worker	3.5	<del>\$71</del> <del>\$68</del>	<del>\$20.29</del> <del>\$19-53</del>	<del>\$72</del> <del>\$70</del>	<del>\$20.57</del> <del>\$19-92</del>
Usher	2.5	<del>\$45</del> <del>\$43</del>	<del>\$18.00</del> <del>\$17-14</del>	<del>\$45</del> <del>\$44</del>	<del>\$18.00</del> <del>\$17-48</del>

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V-Ball Clock Operator / Announcer	3.0	<del>\$71</del> \$68	<del>\$23.67</del> \$19.53	<del>\$72</del> \$70	<del>\$24.00</del> \$19.92
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Beginning 2015-17 Contract the Schedule D positions have been converted to an hourly rate for payment of non-salaried individuals. Payment will be given for number of hours where noted to equate to former stipend amount

# COLLECTIVE BARGAINING AGREEMENT

**BETWEEN**

**INDEPENDENT SCHOOL DISTRICT NO. 361  
INTERNATIONAL FALLS, MINNESOTA**

**AND**

**EDUCATION MINNESOTA  
INTERNATIONAL FALLS LOCAL #331**

**July 1, 2023 to June 30, 2025**

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## **ARTICLE I: PURPOSE**

**SECTION 1. PARTIES:** This Agreement, entered into between the School Board of Independent School District No. 361, International Falls, Minnesota, hereinafter referred to as the School District, and the A.F.L.-C.I.O, A.F.T. - NEA, Education Minnesota, Local #331 hereinafter referred to as Exclusive Representative, pursuant to and in compliance with the Public Employment Labor Relations Acts amended, hereinafter referred to as the P.E.L.R.A, to provide the terms and conditions of employment for teachers during the duration of this Agreement.

## **ARTICLE II: RECOGNITION OF EXCLUSIVE REPRESENTATIVE**

**SECTION 1. RECOGNITION:** In accordance with the P.E.L.R.A., the School District recognizes A.F.L.-C.I.O., A.F.T. - NEA, Education Minnesota, Local #331 as the exclusive representative of teachers employed by the School District of Independent School District No. 361, which exclusive representative shall have those rights and duties as prescribed by the P.E.L.R.A. and as described in the provisions of this Agreement.

**SECTION 2. APPROPRIATE UNIT:** The exclusive representative shall represent all the teachers of the District as defined in this agreement and in said Act.

## **ARTICLE III: DEFINITIONS**

**SECTION 1. TERMS AND CONDITIONS OF EMPLOYMENT:** Shall mean the hours of employment, the compensation therefore, and economic aspects relating to employment, but does not mean educational policies of the School District.

**SECTION 2. TEACHER:** The term "teacher" shall mean all persons in the appropriate unit as defined by P.E.L.R.A. employed by the School District in a position for which the person must be licensed by the State of Minnesota; but shall not include Superintendent, Assistant Superintendent, Principals and Assistant Principals who devote more than 50% of their time to administrative or supervisory duties, confidential employees, supervisory employees, essential employees, and such other employees excluded by law.

**SECTION 3. SCHOOL DISTRICT:** For purposes of administering this agreement, the term "School District" shall mean the School Board or its designated representatives.

**SECTION 4. OTHER TERMS:** Terms not defined in this Agreement shall have those meanings as defined by the P.E.L.R.A.

## **ARTICLE IV: SCHOOL BOARD RIGHTS**

**SECTION 1. INHERENT MANAGERIAL RIGHTS:** The exclusive representative recognizes that the School Board is not required to meet and negotiate on those matters of inherent managerial policy defined by P.E.L.R.A.

**SECTION 2. EFFECT OF LAWS, RULES AND REGULATIONS:** The exclusive representative recognizes that the School Board, all employees covered by this Agreement, and all provisions of this Agreement are subject to the laws of the State of Minnesota, Federal Laws, Rules and Regulations of the State Board of Education, and valid rules, regulations and orders of State and Federal Agencies. The exclusive representative further recognizes that the School Board must reserve to itself those rights and powers specifically given to it by such laws, rules and regulations.

## **ARTICLE V: TEACHER RIGHTS**

**SECTION 1. RIGHT TO VIEWS:** Nothing contained in this Agreement shall be construed to limit, impair or affect the right of any teacher or his/her representative to the expression or communication of a view, grievance, complaint or opinion on any matter related to the conditions or compensation of public employment or their betterment, so long as the same is not designed to and does not interfere with the full faithful and proper performance of the duties of employment or circumvent the rights of the exclusive representative if there be one; nor shall it be construed to require any teacher to perform labor or services against his/her will.

**SECTION 2. RIGHT TO JOIN:** Teachers shall have the right to form and join labor or employee organizations, and shall have the right not to form and join such organizations. Teachers in an appropriate unit shall have the right by secret ballot to designate an exclusive representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for such teachers with the School Board of such unit.

**SECTION 3. REQUEST FOR DUES CHECK OFF:** Teachers shall have the right to request and be allowed dues check off for the teacher organization named as exclusive representative, provided that dues check off and the proceeds thereof shall not be allowed by any teacher organization that has lost its right to dues check off pursuant to P.E.L.R.A.. Upon receipt of a properly executed authorization card of the teacher involved, the School District will deduct from the teacher's paycheck the dues that the teacher has agreed to pay to the teacher organization during the period provided in said authorization.

**SECTION 4. ACCESS TO MEMBERSHIP LISTS:** By October 1<sup>st</sup> of each school year or upon request, the District shall provide in electronic form to the Union President the name, email address, full-time equivalency (FTE) worksite location(s), and teaching assignment(s) of all bargaining unit members currently employed.

**SECTION 5. ACCESS TO WORKSITES:** Representatives of the Union shall have reasonable access to worksites and school facilities to investigate employee complaints, communicate with members, and hold meetings. Upon arrival at the worksite, Union representatives shall make their presence known to the worksite supervisor or his/her designee. Such visits shall not interrupt normal work responsibilities.

**SECTION 6. MAINTENANCE OF MEMBERSHIP:** Any member of the bargaining unit may authorize the District to deduct from his/her pay the amount of dues charged by the union. This authorization must be in writing and forwarded to the Payroll Office not less than two (2) weeks before the payday when it is to become effective. The District agrees to implement all the terms of dues-checkoff authorizations submitted to the District by the Union and agreed to by the Employee. The Employer shall adhere to the specific provisions in each dues check-off authorization regarding the duration, renewal, procedure for revocation, amount of dues deducted, and all other provisions agreed to by the employee as stated in the authorization. Cancellation of authorization by a bargaining unit member must be done prior to

October 1<sup>st</sup> for the current contract year. Cancellation must be in writing and forwarded to the Payroll Office and Union President. Initial authorization has current school year deduction amounts, but also acknowledges that the District will update deduction amounts annually with values presented by the Union Treasure to the District Payroll Office for the current contract year.

## **ARTICLE VI: BASIC SCHEDULES AND RATES OF PAY**

**SECTION 1. ~~2021-2023 - 2022-2024~~ SALARY SCHEDULE:** The wages and salaries reflected in Schedule "A", attached hereto, shall be a part of the agreement for the ~~2021-2023 - 2022-2024~~ school year.

**SECTION 2. ~~2021-2023 - 2022-2024~~ SALARY SCHEDULE:** The wages and salaries reflected in Schedule "B", attached hereto, shall be part of the agreement for the ~~2021-2023 - 2022-2024~~ school year.

**SECTION 3. VACANCY POSTING:** All vacant positions covered under this agreement for conditions of employment and/or positions remaining on the teachers' seniority list shall be posted on the school website and Local 331 members notified by district email no less than two (2) weeks prior to the position's advertised application deadline.

**SECTION 4. STATUS OF SALARY SCHEDULE:** The salary schedules are not to be construed as a part of the teacher's continuing contract and the School Board reserves the right of withholding increments if a teacher serves for less than .5 FTE of the preceding school year and to make other exceptions under powers granted to them in the Minnesota Statutes.

**SECTION 5. PLACEMENT ON SALARY SCHEDULE:** The following rules shall be applicable in determining placement of a teacher on the appropriate salary schedule:

**Subd. 1. Grades and Credits:** Effective for all courses taken after September 1, 2004, to apply to the salary schedule each block of 10 semester hours of credit beyond the Bachelor's Degree with a grade of "B" or better which are earned at an accredited degree-granting institution will be cause for a salary schedule adjustment.

- A. Quarter hour credits will be converted to semester hour credits by dividing the quarter hour credit by 1.5. The quotient will be the equivalent number of semester hours achieved.

**Subd. 2. Limitation:**

- A. A maximum of twenty (20) semester credits that apply to lane changes for the BA+10, BA+20, BA+ 30, BA+40 may be from the areas of:
  - 1. Education
  - 2. Psychology
  - 3. Guidance & Counseling
  - 4. Technology
  - 5. Vocational Education
  - 6. Special Education

All other credits must be in the teacher's subject area. The Superintendent shall determine if credits are in the subject field.

- B. All credits for lane change beyond BA+20 must be graduate credits; however, the Superintendent may approve undergraduate credits. Effective for all courses taken after

September 1, 2004, all credits for lane change must be graduate credits. However, the Superintendent may give prior approval to undergraduate credits.

- C. Required courses in a college or university graduate program leading to a Master's Degree in the teaching subject area or a Masters of Education degree with a concentration in the teaching subject area are considered approved for these salary lanes. For high school teachers the masters must be in the teaching subject area or a Masters of Education degree with 18 additional credits in the teaching subject area. High School teachers working towards a Masters of Education degree will earn salary (lane) advancement for attaining BA+10, BA+20, and BA+30 but will not get final salary (lane) advancement to Master's degree until 18 credits in teaching subject area are completed.
  - D. Credits for lane change for the MA+10, MA+20, and MA+ 30 may have a maximum of thirteen and one-third (13.33) credits in:
    - 1. Education
    - 2. Psychology
    - 3. Guidance & Counseling
    - 4. Technology
    - 5. Vocational Education
    - 6. Special Education
- All other credits must be in the teacher's subject area. The Superintendent shall determine if credits are in the subject field.
- E. Any credit for courses required for re-licensure by the State Board of Teaching is acceptable for lane changes.
  - F. Under special circumstances, and by prior written approval by the Superintendent, any course or workshop given for college credit may be applied.
  - G. If undergraduate classes are taken for a new licensure area requested by the School District, said classes will be categorized as 'subject' classes and allowable towards a lane change.
  - H. Workshop hours will be creditable towards a lane change as follows:
    - 1. 9.75 hours of approved workshop time will equal 1 semester credit toward a lane change.
    - 2. Attendance will be taken at all workshops approved for credit for lane change.
    - 3. It will be the responsibility of licensed staff members to personally record dates and hours of all workshops attended which are approved for credit for lane change.
    - 4. Workshops paid for by the district shall not apply to lane changes unless approved in advance by the Superintendent.

**Subd. 3. Effective Date:** Individual contracts will be modified to reflect qualified lane changes twice each year, providing a transcript of qualified credits or evidence of course completion as provided by the college or university is submitted to the Superintendent's office no later than August 31st and/or February 28th of each school year. Credits submitted by transcript after August 31st will be held until February 28th. Credits submitted after February 28th, even though otherwise qualifying, shall not be considered until the following year.

**Subd. 4. Prior Experience:** A teacher who has had experience in other school systems will have initial placement on the salary schedule as agreed between the School Board and teacher.

Subd. 5. Payment of Present Salary: The rules contained herein relating to the application of credits on the salary schedule shall not deprive any teacher of any salary schedule placement already recognized and actually being paid.

#### SECTION 6. LICENSES:

Subd. 1. Beginning with July 1, 2000, teachers hired must maintain license(s) currently held when employed for five (5) years from date of employment. Beginning with July 1, 2013, teachers hired must maintain license(s) currently held when employed.

Subd. 2. Teachers must notify the superintendent in writing of any new subject areas of licensure prior to March 1 for them to take effect for the following school year teaching assignments, with copy of notice to be provided to the Local 331 president by the teacher.

Subd. 3. Teachers must notify the superintendent in writing by December 15 of any intention to drop an area of licensure for the following school year, with copy of said notice to be provided to the Local 331 president by the teacher. Failure to do so will be considered a violation of contract and will result in a contract reduction equivalent to the amount of contract relating to the relinquished license. For teachers hired on or after July 1, 2013 dropping a license will be considered a violation of contract and will result in termination. No teacher shall be permitted to drop a license if said action would result in another teacher being placed on un-requested leave of absence by the District.

Subd. 4. Additional licenses acquired while on un-requested leave of absence shall not be used to place a currently employed teacher on un-requested leave of absence.

Subd. 5. Middle level licenses will be recognized for stranding and assignment if license holder also holds a regular permanent secondary license in discipline area. Teachers who were employed by the district and held a middle level license prior to September 1, 2006 will be exempt from the permanent license in the discipline area requirement.

Subd. 6. A teacher who obtains a vocational license will receive a stipend of \$2000 and be reimbursed for the cost of the portfolio component and the cost of the license fee upon verification of the vocational license and submission of receipts. Cost of the class credits will be borne by the employee if being submitted for lane change. If employee is not utilizing credits for lane change the district will reimburse cost of said credits upon submission of license and receipts.

Subd. 7. A teacher on special assignment shall be required to have a MDE teaching license when covering the following assignments: Dean of Students, Activities/Athletic Director, Curriculum Coordinator, Technology Integrationist, Peer-Reviewers along with assignments as designated by the Board of Education.

## **ARTICLE VII: EXTRA COMPENSATION**

SECTION 1. ATHLETIC ACTIVITIES SCHEDULE: The stipends reflected in the Schedule "C" attached hereto, shall be a part of this agreement for ~~2021-2023~~ – ~~2022-2024~~ and ~~2022-2024~~ - ~~2023-2025~~.

Subd. 1. Vacant Schedule "C" positions shall be posted to the district's website and Local 331 members notified by the District email no less than two (2) weeks prior to being filled.

Subd. 2. Local 331 members shall be given priority consideration when filling vacant Schedule “C” positions. All Schedule “C” hiring decisions shall be the sole authority of the School Board whose decisions shall be final.

SECTION 2. NON-ATHLETIC ACTIVITIES SCHEDULE: The stipends reflected in the Schedule "D" attached hereto, shall be a part of this agreement for 20-~~21~~23 - 202~~4~~2 and 20-~~22~~24 - 202~~3~~5.

Subd. 1 Vacant Schedule “D” positions shall be posted on the district’s website and Local 331 members notified by the District email no less than two (2) weeks prior to being filled.

Subd. 2. Local 331 members shall be given priority consideration when filling vacant Schedule “D” positions. All Schedule “D” hiring decisions shall be the sole authority of the School Board whose decisions shall be final.

SECTION 3. TRAVEL COMPENSATION:

Subd. 1. Teachers who may be requested to use their own automobile in the performance of their duties and teachers who are assigned to more than one (1) school per day shall be reimbursed for all such travel at the maximum allowable rate as set by the Internal Revenue Service. Teachers who are assigned to more than one school per day on a daily basis shall be paid for all such travel using the formula (number of reassignments per day) multiplied by (maximum IRS allowable rate) multiplied by days of required travel. Teachers will submit reimbursement request by the 10<sup>th</sup> of the month for the prior month. All other payments for travel compensation shall be paid in a timely fashion upon the submission of an appropriate voucher.

Subd. 2. The same allowance shall be given for use of personal cars for field trips or other business of the District when a school vehicle is not available. Employees choosing to use their own vehicle when a school vehicle is available will be paid the IRS mileage rate less 15 cents per mile.

SECTION 4. SUMMER IN-SERVICE TRAINING:

Subd. 1. In-District Summer In-Service Training: All authorized summer in-service training will be compensated at the hourly rate specified on Schedule D as the Non-Teaching Assignment rate. The Superintendent may authorize a higher rate of pay for unusual circumstances or responsibilities.

SECTION 5. SUMMER SCHOOL TEACHING: Teachers accepting an assignment to teach a summer school class, course or program that results in a student transcript entry or as part of a special education student’s IEP shall be compensated equal to 1/188 of the teacher’s annual salary prorated FTE per day for the summer school assignment.

SECTION 6. NON-TEACHING ASSIGNMENTS: Teachers who are employed for duties outside of their regular assignment beyond the school year shall be compensated at the rate as reflected in Schedule “D”, attached hereto.

SECTION 7. EXTENDED TIME: Teachers who are employed for duties in the capacity of their regular assignment beyond the school year shall be compensated at the daily rate equal to 1/188 of the teacher’s annual salary. This compensation does not include those areas covered in Sections 1, 2, 3, and 4.

**SECTION 8. TELECOMMUNICATIONS TEACHING:**

**Subd. 1.** Participation in telecommunications teaching shall be by mutual consent of the teacher and the school district.

**Subd. 2.** The participating teacher and the school district shall retain shared rights to all materials developed in the process of telecommunications teaching.

**Subd. 3.** Video tapes or other records of telecommunications teaching may only be used for purposes of make-up work for learners who missed class and shall be retained only for a time period deemed appropriate by the school district and telecommunications teacher.

**Subd. 4.** In cases whereby telecommunication or digital learning is in cooperation with another institution, intellectual property rights will be determined to be mutually shared by the two institutions and the teacher, except in those cases whereby the post-secondary institution must sustain intellectual property rights by statute. In exceptions intellectual property rights will be clearly present in the contract between the institutions and the teacher may accept or reject the assignment if such agreement is not satisfactory to the teacher.

**SECTION 9. EXCHANGE TIME:** Teachers will accumulate exchange time for participation, upon Superintendent's prior approval, at meetings beyond the school day. An additional, paid, personal leave day will be granted for eight (8) hours of accumulated exchange time to be used in the same school year earned. "Exchange time" under this section does not include Article XI, Section 3 "Additional Activities" in this Agreement.

**SECTION 10. CURRICULUM DEVELOPMENT PAY:** Teachers authorized to develop curriculum outside of the school day or school year shall be compensated at the Schedule "D" non-instructional hourly rate.

**SECTION 11. ADJUNCT TEACHING:** Members of the bargaining unit accepting teaching assignments in another district, post-secondary institution, or consortia of which the district is a member, shall have all FTE calculation, compensation and benefits calculated in the same manner as would be the case if the instruction was delivered within ISD 361 or according to the institution in which the instruction is delivered, whichever compensation is greater. Adjunct teaching in all cases shall be considered voluntary by the teacher and shall not be subject to application of Strand Decision relative to re-alignment of faculty for purposes of determining Un-requested Leaves of Absence. A teacher accepting an adjunct assignment shall perform services under the policies of the adjunct district or organization. However, all personnel records, evaluations, and personnel data resulting from the adjunct assignment and relative to the teacher shall be maintained exclusively by ISD 361.

**SECTION 12. ON-LINE TEACHING:** Teacher's accepting an online teaching assignment shall be compensated in the same manner as teachers being compensated for traditional teaching assignments. This would include teaching online courses as part of the regularly assigned FTE, and in calculation of overload assignments. Online teaching assignments shall be offered to and accepted by teachers who have completed online instruction training, and shall not be subject to the application of the Strand Decision as this applies to re-alignment for purposes of determining placement on Un-requested Leaves of Absence. Online teacher training shall be provided by the district in cooperation with the District's online learning consortium partner. Actual training costs shall be paid by the district, with any and all credits resulting from such training to be unavailable for use in credit calculations for lane advancement.

**SECTION 13. COLLEGE IN THE SCHOOLS(CIS) AND CONCURRENT ENROLLMENT PROGRAM(CEP):**

**Subd. 1:** CIS and CEP teaching assignments may be assigned to teachers who meet CIS and CEP teaching requirements as established by Minnesota State and the University of Minnesota. Teachers given a CIS or CEP teaching assignment shall be compensated in the same manner as teachers being compensated for traditional teaching assignments. This would include teaching CIS or CEP courses as part of the regularly assigned FTE and in calculation of overload assignments. Teachers assigned a CIS or CEP assignment may have a flexible teaching schedule within the basic day. (Example: teaching Monday, Tuesday, Thursday, and Friday 4th hour with office hours on Wednesday 4th hour).

**Subd. 2:** Upon mutual agreement between the Superintendent and teacher, any teacher who is assigned a CEP teaching assignment and is required to obtain credits in order to teach the assignment will receive a stipend under the following schedule.

1. Teacher unable to move lanes:
  - a. Actual cost per credit (teacher and superintendent must have agreement on crediting institution and credit amount prior to enrollment and reimbursement request); AND
  - b. Stipend of \$333.00 per credit
  
2. Teacher able to move lanes:
  - a. Stipend of \$333.00 per credit

Classes qualifying for reimbursement shall be as required by the post-secondary institution sponsoring said concurrent enrollment class and pertinent to the requirements to teach the concurrent enrollment class at Falls High School. Upon completion of the credit teacher must submit copy of paid receipt and a transcript demonstrating successful completion of course in order to receive reimbursement.

Any teacher who accepts reimbursement for credits and/or a stipend shall be obligated to teach Concurrent Enrollment courses upon request for a minimum of five (5) years after the last credit reimbursement/stipend is received. Teacher refusal or voluntary termination of employment within the five (5) years would require all costs reimbursed to district. Any teacher who experiences a major health catastrophe may be exempt from reimbursement requirement. Insertion of any additional lane on Schedules "A" or "B" of the Master Agreement between ISD 361 and Local 331 shall result in the right for employee to repay credit reimbursement received to allow for a lane change.

**ARTICLE VIII: GROUP INSURANCE**

**SECTION 1. HEALTH AND HOSPITALIZATION INSURANCE:**

**Subd. 1. Single Coverage:** The School District shall contribute up to \$576.98 monthly in ~~2021-2023~~ – ~~2022-2024~~ and ~~2022-2024~~ - ~~2023-2025~~ toward the premium for individual coverage for all full-time teachers employed by the School District who qualify for and are enrolled in the School District group health and hospitalization plans. Any additional cost of the premium above single monthly cap shall be borne by the employee and paid by payroll deduction.

**Subd. 2. Family Coverage:** The School District shall contribute up to \$1,300.02 monthly in ~~2021~~ - ~~2023~~ - ~~2022-2024~~ and ~~2022-2024~~ - ~~2023-2025~~ toward the premium for family coverage for all full-time teachers employed by the School District who qualify for and are enrolled in the School District group

health and hospitalization plan and who qualify for family coverage. To qualify for family coverage, an employee must have bona fide legal dependents consisting of a spouse or child or both and fill out appropriate paperwork. Any additional cost of the premium above family monthly cap shall be borne by the employee and paid by payroll deduction.

Subd. 3. Spousal/Dependent Coverage: Two employees from one family (spouse or parent and qualifying adult child) who qualify for and are enrolled in ISD 361 group health and hospitalization plan may combine their contract's monthly allowance towards the cost of one family premium. If the cost of the monthly premium is lower than the pooled monthly allowance the school district assumes only the total cost of the insurance premium.

Subd. 4 Health and Hospitalization Benefits: Health and hospitalization benefits as defined in Subd. 1 and Subd. 2 above shall be prorated for part-time teachers based upon FTE. Part-time teachers with a .49 FTE or below shall not be eligible for district portion of health and hospitalization insurance, but may participate in the district's health and hospitalization program at their own expense under eligibility criteria established by the district's health and hospitalization carrier.

Subd. 5. Flex Plan: The School District shall contribute \$500 for the 20–21 - 2022 and 20–22 - 2023 school years to each teacher's IRS 125 Flex Plan.

Subd. 6. Claims against the School District: The School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to in this agreement and no claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier. The School District fully accepts its obligation to follow all laws regarding negotiating over health insurance benefits.

SECTION 2. TERM LIFE INSURANCE: The School District shall pay the total cost of \$50,000 for group term life insurance for 20–21 - 2022 and 20–22 - 2023 for all full-time teachers. Per Madison National Life (National Insurance Services) the amount of Basic and Optional Life Insurance reduces to 65% of stated coverage upon attainment of age 70, reduces to 40% of stated coverage upon attainment of age 75 and reduces to 25% of stated coverage upon attainment of age 80 and terminates upon retirement. Additional insurance may be purchased at the employee's own expense as stipulated in the insurance policy. Term life insurance shall not be available to part time teachers with an FTE of .49 or below. Part-time teachers with an FTE of .50 or above but less than 1.0 FTE shall have the district's payment prorated with balance of premium to be the part-time teacher's expense, to be paid through payroll deduction.

### SECTION 3. DENTAL INSURANCE:

Subd. 1. Single Coverage: The School District shall contribute the sum of \$27.37 monthly in 2021 – 2022 and 20–22 - 2023 toward the premium for individual coverage for all full-time teachers employed by the School District who qualify for and are enrolled in the School District group dental plan. Any additional cost of the premium shall be borne by the employee and paid by payroll deduction.

Subd. 2. Family Coverage: The School District shall contribute the sum of \$68.27 monthly in 20–21 - 2022 and 20–22 - 2023 toward the premium for family coverage for all full-time teachers employed by the School District who qualify for and are enrolled in the School District group dental plan and who qualify for family coverage. Any additional cost of the premium shall be borne by the employee and paid by payroll deduction. To qualify for family coverage, an employee must have bona fide legal

dependents consisting of a spouse or child or both. All employees who seek to qualify for family coverage shall fill out and submit appropriate paperwork.

Subd. 3. Dental Benefits: Dental Benefits as defined in Subd. 1 and Subd. 2 above shall be prorated for part-time teachers based upon FTE. Part-time teachers with an FTE of .49 or below shall not be eligible for district portion of dental insurance, but may participate in the district's dental program at their own expense under eligibility criteria established by the district's dental carrier.

SECTION 4. LEGISLATIVE HEALTH CARE: Should either the state or federal government pass legislation mandating all employers to participate in a national or statewide health care plan, it is agreed to by the parties to this agreement that the employer contributions for the employees' health care that were negotiated into the agreement prior to the passage of such state or federal law, shall continue to be a part of this agreement, but they shall upon the effective date mandating participation in such state or federal law, first be applied to the premium cost of such plan, with any remaining amounts to be used to purchase supplemental coverage for any items covered under the current health care plan, that may not be covered under any state or federal mandated plan. Additional monies that may remain from currently negotiated contributions shall be used to purchase additional benefits to maintain current benefit level, this purchase shall be made by mutual agreement. The monies that remain after the purchase of additional benefits to maintain current benefit levels shall revert to Local 331's escrow account.

## **ARTICLE IX: POST-EMPLOYMENT COMPENSATION**

SECTION 1. PLAN ELIGIBILITY: Teachers who were employed on or after July 1, 1990, will only be eligible for post-employment compensation under Section 2, subd. 1 and 2 of Article IX. (Reference Appendix A)

Teachers who were employed before July 1, 1990, and who made a written, irrevocable election by March 31, 2000, to participate solely in the 403(b) Match Plan, will only be eligible for post-employment compensation under Section 2, subd. 1 and 2 of Article IX. (Reference Appendix B)

### SECTION 2. 403(B) MATCH AND HEALTH CARE SAVING PLAN (HCSP):

Subd. 1. 403(b) Match: Teachers who are covered under this section shall receive an annual monetary contribution to a 403(b) deferred compensation fund and/or state 457 plan subject to MN statute 352.965 and 356.24 -from the School District according to the schedules below, provided the teacher contributes a like amount of money. Contributions shall be invested each payroll period. Upon receiving the maximum total amount of thirty thousand dollars (\$30,000), the School District contributions shall cease.

403(b) Match Schedule	
Years of Service to the District	District Contribution
1 - 3 Years*	\$0
4 - 6 Years*	\$1,200
7-9	\$1,500

10 - 12 Years*	\$2,000
13+ Years*	\$2,500

\*Contributions will start at the beginning of the year stated in above schedule.

\*Schedule was updated in the 2021 -2023 contract

Subd. 2. HCSP: Teachers who are covered under this section, and who have provided the school district with ten (10) years of professional service, shall receive monetary contributions to an individual health care savings plan (HCSP) administered by the Minnesota State Retirement System.

For the purposes of determining years of professional service under this subdivision, any teacher with a .5 FTE or higher in a school year will receive one (1) year of service towards meeting the ten (10) years of service to qualify for the start of annual contributions.

Maximum District Contribution for Teachers hired prior to 7-1-2005 and employed for the 2005-2006 school year: The maximum District contribution to the teacher's health care savings plan (HCSP) will be 100 times the teacher's daily rate of pay based upon the teacher's 2005-2006 step, lane and FTE applied against the 2006-2007 Schedule B salary, or \$30,000 whichever is greater. Starting with 2021 – 2023 contract all individuals under the \$30,000 cap in this group will have ability to earn 30,000.

Teachers with an FTE equal to or greater than .50 and less than 1.0 will have their FTE calculated by determining their accumulative ten (10) year average FTE upon qualifying for annual contribution. The maximum District contribution to the teacher's health care savings plan (HCSP) will be calculated as 100 times the teacher's daily rate of pay based upon the teacher's 2005 – 2006 step, lane and accumulative 10 year average FTE applied against the 2006 – 2007 Schedule B salary, or \$30,000 whichever is greater. Starting with 2021 – 2023 contract all individuals under the \$30,000 cap in this group will have ability to earn 30,000.

Maximum District Contribution for Teachers hired after July 1, 2005: Any person hired on or after July 1, 2005 will only be eligible for a maximum district contribution of \$30,000 times their accumulative year average FTE calculated upon qualifying for annual contributions. Starting with 2021 – 2023 contract all individuals under the \$30,000 cap in this group will have ability to earn 30,000.

Annual Contribution: The amount of the annual contribution to the teacher's health savings plan (HCSP) will be calculated by dividing the maximum District contribution amount (as calculated above) by the years of service remaining from the teacher's 11th year of professional service to the District, to the teacher's "Rule of 90" (when the teacher's age plus teacher's TRA service years equals 90). Contributions to the teacher's health savings plan (HCSP) will be made monthly and will begin in September of the teacher's 11th year of professional service to the District, with contributions to be pro-rated based upon teacher's September FTE for that current year. District contributions will cease when the maximum District contribution has been reached, or when the teacher ends TRA service with the District, whichever comes first. Effective July 1, 2008 calculation of annual contribution will employ a maximum of 25 years of projected TRA service or "Rule of 90", whichever occurs first.

Annual Contribution (Employees hired after 7/1/2011): The amount of the annual contribution to the teachers (HCSP) will be calculated by dividing the maximum district contribution of \$30,000 by 20 after meeting the required 10 years of TRA service to the District. The annual payment will be prorated if employees FTE is less than 1.0 for that year.

Contributions to the teachers' health care savings plan (HCSP) will be made each payroll period and will begin starting the first payroll cycle of the teacher's 11th year of TRA service to the school district with contributions to be pro-rated based upon the teacher's September FTE for that current year.

District contributions will cease when the maximum district contribution has been reached or when the teacher ends TRA service with the District, whichever comes first.

**SECTION 3. POST-EMPLOYMENT MEDICAL AND DENTAL INSURANCE:**

**Subd. 1. Dental Insurance:** Teachers who retired at the end of the 2001-2002 school year, or thereafter, and who are eligible to receive annuity payments from a Minnesota public pension plan, and who have provided the District with ten (10) years of professional service, may continue coverage under the District's dental insurance plan at the employee's own expense. The employee may elect either single or family coverage. Upon the death of the retired employee, any family members covered by the dental insurance plan at the time of the employee's death may continue coverage at their own expense.

An employee who becomes permanently disabled and discontinues service to the District may continue coverage under the District's dental insurance plan at the employee's own expense. The employee may elect either single or family coverage.

Employee's spouse and dependents shall be able to continue in the district's dental insurance program, at their own expense, as such continued participation is allowed under law and State and Federal rule.

**Subd. 2. Medical Insurance:** Teachers who retired at the end of the 2001-2002 school year, or thereafter, and who are eligible to receive annuity payments from a Minnesota public pension plan, and who have provided the District with ten (10) years of professional service, may continue coverage under the District's medical insurance plan at the employee's own expense. Teachers who retired at the end of the 1990-1991 school year through the 2007-2008 school year may elect either single or family coverage. Teachers who retired at the end of 2008-2009 and beyond may elect either single or family coverage. Upon the death of the employee, any family members covered by the medical insurance plan at the time of the employee's death may continue coverage at their own expense.

An employee who becomes permanently disabled and discontinues service to the District may continue coverage under the District's medical insurance plan at the employee's own expense. The employee may elect either single or family coverage.

Employee's spouse and dependents shall be able to continue in the district's medical insurance program, at their own expense, as such continued participation is allowed under law and State and Federal rule.

When an employee or dependent spouse covered under the District's medical insurance becomes eligible for Federal Medicare or other similar medical coverage, the employee or dependent spouse shall be able to continue in the district's medical insurance program, at their own expense, as such continued participation is allowed under law and State and Federal rule.

**SECTION 4. EARLY RETIREMENT LANGUAGE:**

Employees are eligible to participate in the Minnesota Post Employment Health Care Savings Plan established under Minnesota Statutes, section §352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement System's Trust and Plan Documents.

International Falls Public Schools has agreed to contribute 50% of the difference between the employee's 2021 - 2022 or 2022 - 2023 step/lane annual wage and the ~~2021-2023~~ - ~~2022-2024~~ or ~~2022-2024~~ - ~~2023-2025~~ BA -1 step/lane annual wage (whichever contract year they retire), not to exceed \$18,750 for ~~18,000~~ for those employees electing to participate and qualifying for MS §122A.48 Teacher

Early Retirement Incentive Program. To be eligible for this contribution employees must provide written notification to the International Falls Public School by February 1<sup>st</sup> of the year they plan to retire of their request to participate in MS §122A.48 with retirement date no later than the last day of teacher service for that school year.

International Falls Public Schools will contribute a lump sum payment within 30 days of employees last date of employment into the employee's HCSP account. In the event the employee dies before the deposit is made, the payment will be made in cash to the employee's estate.

This section sunsets on June 30<sup>th</sup>, 2023.

## **ARTICLE X: LEAVES OF ABSENCE**

Any teacher on leave under the following sections shall be required to have lesson plans and materials prepared on a weekly basis for the substitute teacher and coordinate grade entry unless under a personal medical restriction. Restriction documentation may be required. Leaves under Section 5 or Section 9, Subd. 1 are exempt from this requirement.

### **SECTION 1. SICK LEAVE:**

**Subd. 1.** All full-time teachers shall earn sick leave at the rate of fifteen (15) days for the current year with the sick leave accrual to be awarded the first day of service of each contract year. In the event the teacher's employment is severed with the district prior to completing the full contract year, that year's sick leave would be prorated to the date of severance. Should an overpayment of sick leave occur, the value of the overpayment will be deducted from the teacher's last payroll check.

**Subd. 2.** Unused sick leave days will accumulate to a maximum credit of one hundred and eighty (180) days. When this sick leave account is at its maximum, any additional sick leave days earned will accrue in a separate individual catastrophe account. The days in the catastrophe sick leave account may be used when the below conditions are met:

- 1) A health catastrophe(s) must have cause an extreme depletion of accrued sick leave days in accordance with the following:
  - a. A health catastrophe is defined as being any illness or injury resulting in loss of accrued sick leave in excess of eight (80) sick leave days during any 365 day period. An illness cannot be considered a catastrophe until the teacher has accumulated an unused balance in his/her sick leave account of one hundred and eight (180) days.
  - b. For the purpose of this subdivision, health absences within a 365 day period need not be consecutive to be considered catastrophic.
  - c. The balance of catastrophe sick leave days will be transferred to the regular sick leave account only if the teacher had a catastrophic illness and following the 365 day period. The district will transfer days at that time out of their catastrophe account into their accrued sick leave account. The maximum number of catastrophe days that can accumulate is one hundred (100) days. Accumulation of catastrophe sick leave shall start July 1, 1987.
- 2) The School Board may at its option, grant the use of catastrophic sick leave account days in unusual circumstances covered by this section.

- 3) At the beginning of each fiscal year (July 1), sick leave days will be credited to the regular sick leave account first.
- 4) This subdivision shall not apply to teachers who have retired prior to July 1, 1987.

Subd. 3. Sick leave with pay shall be allowed by the Superintendent whenever a teacher's absence is found to have been due to illness of the teacher, or a dependent minor child, adult child, spouse, sibling, parent, grandparent, or stepparent, with a limit of 160 hours in any 12 month period for all except the teacher, spouse and dependent minor child. Sick leave shall be allowed in half or full day increments only.

Subd. 4. The Superintendent may require a teacher to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay.

Subd. 5. In the event that a medical certificate will be required, the teacher will be so advised. Any leave under this section of 3 or more consecutive working days will require employee to furnish a medical certificate (excludes bereavement leave).

Subd. 6. Sick leave allowed shall be deducted from accrued sick leave days earned by the teacher.

Subd. 7. Sick leave pay shall be approved only upon submission of an electronic request.

Subd. 8. The maximum amount of leave for each death or critical illness in the immediate family which may be deducted from accumulated sick leave without loss of pay is five (5) days per year with travel or three (3) days per year without travel. Any additional leave for death or illness in the family must be approved by the Superintendent. Emergency leave is only for the period of time that an emergency exists. Employees are expected to return to work once an emergency passes. Critical illness is defined as:

- A. The family member is listed by a hospital in critical condition.
- B. The family member is in the hospital and in intensive care
- C. The family member is to be administered a general anesthetic for surgery.
- D. The family member is hospitalized due to an emergency accident or illness and the condition of the family member is not immediately known.
- E. The Superintendent of Schools may make other approvals based upon special circumstances.

Subd. 9. Immediate family is defined as including father, mother, sister, brother, son, daughter, wife, husband, grandfather, grandmother, grandchildren, father-in-law, mother-in-law, daughter-in-law, son-in-law, brother-in-law, and sister-in-law. Leave in case of others not listed will be judged by the Superintendent on the merits of each individual case.

Subd. 10. Disability because of pregnancy is covered under the provisions of this section unless maternity and/or child care leave is in effect.

Subd. 11. The district and the exclusive representative agree to establish a sick leave pool for those extreme medical situations when teachers have exhausted their sick leave. The exclusive representative will call for donation to a pool based on a teacher's request due to an extreme illness/accident. This pool will be administered by the exclusive representative. Each teacher may elect to donate one (1) sick

leave day to the sick leave pool per occurrence however the number of sick leave days in the pool shall not be greater than the number of full time equivalent teachers employed by the District. The pool will be reduced to zero on the last teacher duty day of each school year by throwing out any remaining days and starting over when an eligible request is received. Part-time teacher will have days pro-rated.

## SECTION 2. FAMILY MEDICAL LEAVE ACT:

Subd. 1. Pursuant to Family Medical Leave Act, 29 U.S.C. §1201 et.seq., an eligible employee shall be granted, upon written request, up to a total of twelve (12) weeks of unpaid leave per year in connection with:

1. The birth and first-year care of a child;
2. The adoption or foster placement of a child;
3. The serious health condition of an employee's spouse, child, or parent, and
4. The employee's own serious health condition.

Subd. 2. Such leave shall be unpaid, except an eligible employee during such leave shall be eligible for regular School District group health and hospitalization insurance contributions as provided in this Agreement for a period of the leave, but not to exceed twelve (12) weeks per year, notwithstanding any other provisions of this Agreement.

Subd. 3. To be eligible for benefits of this section and insurance contributions, an employee must have been employed for at least 1,250 hours during such previous twelve-month period.

Subd. 4. The employee may elect to substitute paid sick leave or paid personal leave for leave otherwise provided under this section. However, all leaves granted by the school district, paid and unpaid, shall be considered to run concurrent with leave under the Family Medical Leave Act (FMLA) if in fact such leave qualifies as FMLA leave.

SECTION 3. PERSONAL LEAVE: A full-time teacher shall be eligible for up to five (5) days of personal leave each year. An amount equal to the cost of a substitute teacher shall be deducted from the teacher's salary with the exception of counselor, school social worker, dean of students and technology integrationist. Personal leave shall be granted in half or full day increments only. Personal leave allowances are not cumulative other than as defined in Subd. 2. A personal leave day shall be granted on the first day or the last day of the school year with prior Superintendent approval. All leaves must have prior approval by the administration, except in the event of emergencies. In case of question, the decision of the School Board shall be final. Personal leave may be taken on Parent-Teacher Conference days provided employee is in attendance for the evening conferences. Failure to return may result in disciplinary action. Personal leave shall not be taken on workshop or in-service days unless prior approved by the Superintendent. No workshop or in-service day shall be scheduled during the school year immediately before or after extended school recess (i.e., student days off during the school year that create a three day or longer weekend).

Subd. 1. Personal Leave Advance: Upon exhausting the five (5) allotted personal leave days for the current school year, a full time teacher may use two (2) personal leave days of the following school year for family illness or death circumstances not covered by Article X, Section 1, Subd, 8-9. If the teacher does not return for the following school year, the pay for these days shall be deducted from the teacher's last paycheck. Said deduction will be at the teacher's wage rate at the time leave was taken.

Subd. 2. Personal Leave Carryover: Teachers shall be eligible to carryover up to two (2) days of unused personal leave from one academic year to the following academic year, thus providing a teacher with a potential maximum of seven (7) personal leave days in a given academic year.

SECTION 4. LEAVE FOR JURY DUTY: Any contract employee who is required to be absent from work because of jury duty will be paid the difference between the compensation received for such duty and the amount of salary he/she would have earned during the period that he/she was on jury duty. Such payment will be made only upon presentation of a voucher to the school accountant showing jury fees received from the court. When an employee is required to perform jury duty only part of his/her regularly scheduled day, it is agreed that he/she will report to work at his/her school for that portion of the day not required for jury duty. The employee will be required to furnish evidence of time spent on jury service.

Any contract employee who is required to be absent from work because of being subpoenaed, except as a hostile witness or an adversary of the District when the party is seeking judgment against the School District, will be paid the difference between the compensation as a witness and the compensation received for the employee's regular duties.

SECTION 5. SABBATICAL LEAVE:

Subd. 1. All applications for sabbatical leave by licensed teachers must be made on or before January 15th for the following year. This date may be waived at the discretion of the School Board.

Subd. 2. Any teacher who has been granted a sabbatical leave shall retain all rights in the employing District as though teaching in that District. The teacher will return to the same teaching position unless otherwise mutually agreed upon by the Superintendent and the teacher.

Subd. 3. A teacher on sabbatical leave will receive two-thirds payment of salary at regular payroll periods. Exception: A person on leave for vocational work experience will have the District contribution reduced by the amount that he/she earns which is in excess of two-thirds of his/her annual teaching salary. Salaries earned during the summer months when regular school is not in session will not be considered as part of the teacher's annual salary.

Subd. 4. An individual granted a sabbatical leave must teach for three consecutive years in the International Falls Public Schools following the completion of the leave. If the teacher's service is discontinued for any reason other than the person's incapacity to carry out his/her assignment before the expiration of three years, he/she shall pay back to the School District a pro-rata part of the sabbatical leave allowance.

Subd. 5. To qualify for sabbatical leave a licensed teacher must have taught for seven (7) full years in the International Falls Public Schools next and prior to the granting of the leave, and must have a four year degree or more. A teacher may take a maximum of two (2) sabbatical leaves and they must be at least seven (7) full years apart. The number allowed to leave in any one year shall not exceed two - one from elementary and one from secondary schools.

Subd. 6. The educational institution and a normal load of courses to be taken must be approved by the School Board or agent thereof. Consideration will also be given to a carefully screened program for an entire school year's work staying in a foreign home while studying and thus becoming acquainted with the language, the customs of the people, the schools, and the teaching methods. Sabbatical leave shall

be distributed between the secondary and elementary teachers. In case the number of approved applications falls below the number granted in either division, the unused leave may be granted to the teacher or teachers in the other groups.

Subd. 7. The review of the application before being presented to the School Board shall be screened by a committee consisting of the Superintendent and four teachers, two each from the elementary and secondary schools.

Subd. 8. It is understood that sabbatical leave will be granted only for a full year and not for any half or part of a school year.

Section 6. Extended Child Care Leave:

Subd. 1. A child care leave may be granted by the School District subject to the provisions of this section, to one (1) parent of an infant child, provided such parent is caring for the child on a full-time basis.

Subd. 2. A teacher making application for child care leave shall inform the Superintendent in writing of intention to take the leave at least three calendar months before commencement of the intended leave. A pregnant teacher may schedule the beginning of the child care leave after the disability associated with the birth.

Subd. 3. Extended child care leave if approved would begin on the date agreed upon following FMLA leave, but both leaves would run concurrently.

Subd. 4. The School District may adjust the proposed beginning or ending date of a child care leave so that the dates of the leave are coincident with some natural break in the school year - i.e., winter vacation, spring vacation, semester break or quarter break, end of a grading period, end of the school year, or the like. The availability of a substitute teacher may also be considered by the School District in the granting of a child care leave or the duration thereof.

Subd. 5. Child care leave shall be without pay or employer paid benefits.

Subd. 6. A child care leave shall be for no more than one year.

Subd. 7. The provisions of this section may be modified by mutual consent of School Board and teacher.

SECTION 7. PROFESSIONAL LEGAL LEAVE: In the event a teacher is required to absent himself/herself from school because of litigation activities arising from their employment, their substitute teacher shall be paid for by the School District unless the litigation is an adversary action between the District and the teacher. The teacher shall not lose sick leave or personal leave days.

SECTION 8. UNION LEAVE: Union leave will be granted to officers or designated representatives of Local 331 for union related activities. Substitute teachers shall be paid by Local 331. Union representatives shall not lose sick leave or personal leave days. A maximum of ten (10) days per person per year is authorized for this purpose.

SECTION 9. LEAVE OF ABSENCE:

Subd. 1. Tenured teachers may request a leave of absence under M.S. 122A.46, Subd. 1-6.

Subd. 2. Tenured teachers may request a leave of absence not covered under M.S. 122A.46 for a specified reason including maternity and child care leave.

Subd. 3. The School Board shall have sole right to grant or reject a request for leave.

Subd. 4. A request for leave shall be for a specified length of time with a written request to the Superintendent stating the initial and terminating dates.

Subd. 5. Teachers on requested leave may belong to any or all insurance programs at the complete expense of the teachers.

Subd. 6. Seniority, returning salary, and other rights are as specified under M.S. 122A.46.

**SECTION 10. RECOGNITION LEAVE:** A full time teacher shall be eligible for up to two (2) days of recognition leave each year. Recognition leave is available for faculty to officiate major activity events, coach, mentor, consult, demonstrate, conduct, lead or otherwise be recognized as an expert in a school activity without losing personal leave. An amount up to the cost of the substitute shall be deducted from the teacher's salary if the teacher receives an honorarium. Recognition leave allowances are not cumulative. A recognition leave day shall not be granted on the first or last day of the school year nor the day directly preceding or following a major vacation break. Recognition leave shall not be taken on Parent-Teacher Conference days. All leaves must have prior approval by the administration. No recognition leave shall be granted after a district-wide maximum of \$500.00 is spent in any fiscal year on costs of substitutes. In case of question, the decision of the School Board shall be final.

**SECTION 11. UNPAID LEAVE:** The Superintendent shall have authority to grant requests for unpaid days in emergency situations. Any other unpaid leave requests shall be submitted in a timely manner for prior School Board approval. Any unpaid time off is without pay and benefits.

**SECTION 12. WORKERS COMPENSATION:** An employee who is absent from work as a result of a compensable injury under the provisions of the Worker's Compensation Act, shall utilize accrued sick leave days. During the period of absence for which a teacher is receiving worker's compensation benefits, payroll will be calculated in the following manner; the worker's compensation benefit paid to the teacher will be deducted from the teacher's normal net pay for the appropriate benefit period. In no instance will the sick leave paid and the worker's compensation paid be more than the teacher's normal net pay. The difference between the teacher's normal net pay and the worker's compensation benefit paid to the teacher will be considered sick leave at a prorated amount. Once the teacher has used up his/her accumulated sick leave, he/she will only receive the worker's compensation benefit. While on paid status with the district the teacher will continue to accrue sick leave and will be eligible for District paid benefits.

## **ARTICLE XI: HOURS OF SERVICE**

### **SECTION 1. BASIC DAY:**

Subd. 1. The teacher's basic day exclusive of lunch shall be 8:10 a.m. to 3:50 p.m.

Subd. 2. ECFE teachers may have an assignment outside of the basic day. Full-time teacher and full-time ECFE teacher shall have comparable hours.

Subd. 3. Teachers, upon mutual consent, may be hired to work outside the basic school day at their hourly rate. Hourly rate is calculated by taking employee's cell placement from current salary schedule, dividing that by 188 days to get daily rate. Divide the daily rate by 7.67 hours per day to get the hourly rate.

Subd. 4. High school "overload" is a mutually agreed upon assignment between administration and Local 331 member. Any assignment for a high school teacher over their normal assignment, i.e. 5 classes one semester and 6 the other semester is considered an overload. The overload is compensated by taking the employee's cell placement from current salary schedule and multiplying by .18 for a yearlong overload or .09 for a semester overload.

SECTION 2. BUILDING HOURS: The specific hours at any individual building may vary according to the needs of the educational program of the School District. The specific hours for each building will be designated by the School Board.

SECTION 3. ADDITIONAL ACTIVITIES: Teachers may reasonably be requested to participate in school activities beyond the basic teacher's day when such participation is designed to implement or improve the program of the school.

SECTION 4. PREPARATION TIME: Full time teachers shall be accorded preparation time as specified in this section. Part time teacher's basic day and preparation time shall be prorated accordingly.

Subd. 1. Elementary Level: Each elementary teacher (preK-5) shall have a minimum of one seventy-seven (77) minute preparation period in one or two time units during the student day.

Subd. 2. Secondary Level: The normal duty day of secondary teachers (6-12) shall consist of three hundred (300) minutes per day. A full time teacher shall teach six (6) fifty (50) minute periods for one semester; the opposite semester shall teach five (5) fifty (50) minute periods with an additional fifty (50) minute general non-teaching elective equivalent to half the days of same semester. The non-teaching elective will be per the list derived mutually by administration and union representatives each year. Secondary teachers traveling between buildings shall use non-teaching elective time for travel to help facilitate scheduling of courses between buildings.

Subd. 3. Dual-Building Assignment: Teachers who are assigned to teach daily in Falls Elementary and West End Elementary/Falls High School shall receive prep time according to the building where the majority of the assignment is housed. Teachers will be accorded a minimum of ten (10) minutes travel time between Falls Elementary and West End/Falls High School.

## **ARTICLE XII: PART-TIME TEACHERS**

SECTION 1. DEFINITION OF PART-TIME TEACHERS: Employees covered under this article are those part-time teachers eligible to be represented under the provisions of P.E.L.R.A.

SECTION 2. SALARY AND BENEFITS FOR PART-TIME TEACHERS:

Subd. 1. Part-time teachers whose services equal .50 FTE or above in a school year shall be entitled to benefits, salaries and obligations of a full-time teacher except that these benefits, salaries and obligations shall be reduced proportional to the fractional part of the school year for which services are rendered. Advancement on the salary schedule will occur on an annual basis beginning the 2013-14 school year (no fractional accumulation).

Subd. 2. Part-time teachers whose services equal .49 FTE or below in a school year shall not be entitled to benefits and shall be compensated at the hourly rate on Schedule "D".

Subd. 3. Substitute teachers who substitute for more than thirty (30) consecutive days for one teacher shall be paid according to their placement on the salary schedule as a long term substitute. Absence due to an extracurricular assignment shall not affect the thirty (30) consecutive day's requirement or placement on the salary schedule. Long term substitutes may take up to 3 days of unpaid sick leave after the initial 30 day period and will accrue an additional 1 ½ unpaid sick leave days for every 20 days worked thereafter. Additional unpaid leave may be granted at the discretion of the superintendent. Substitute teachers who are hired by School Board action to complete a year and who meet the FTE requirement of .50 or greater FTE shall receive pro-rated benefits.

Subd. 4. Teachers employed for a full-time permanent position after the school term has commenced shall be paid according to placement on the salary schedule and shall receive pro-rata salary and benefits upon such employment. Teachers with an FTE of .5 or above will receive a step advancement the following year; teachers with an FTE of .49 and below will remain on the same step of the salary schedule the subsequent year with advancement the year following (or second "full" year).

## **ARTICLE XIII: SENIORITY**

SECTION 1. SENIORITY: Seniority shall be as defined in this section.

Subd. 1. Teachers who have acquired continuing contract rights shall be placed on un-requested leave of absence in fields in which they are licensed in inverse order in which they were employed by the School District (Seniority ranking).

Subd. 2. Ties in the seniority list for teachers will be broken by the following criteria in the order listed and will be judged the senior: (1) the date the full-time teacher provided continuous service to the School District; (2) the date of the official hiring by the School Board; (3) the date the teacher signed his/her contract; (4) highest vertical position on the salary schedule; (5) the farthest horizontal position on the salary schedule and MA will be senior over the BA+40. A full time teacher shall be senior over a part-time teacher in items 1, 2, and 3; and (6) in the event a tie still remains, a committee of four shall be selected, two appointed by the Superintendent, and two by the President of Local 331. It shall be the duty of this committee to determine after due investigation, by majority vote, who is the most senior on the basis of guidelines set forth by law and subsequent rulings. If the committee cannot reach agreement, a State Mediator shall cast the tie-breaking vote.

Subd. 3. A Seniority List will be maintained for teachers under this section. By February 1st of each year the Superintendent will provide the membership with aforementioned list. Any challenge to the seniority list shall be submitted to the Superintendent in writing by February 11th. Summary of all challenges will be provided to the Union President by the Superintendent by February 16th. A final seniority list will be published to membership by March 1st with any challenges beyond March 1st subject to the grievance procedure.

Subd. 4. New Teacher orientation in-service day does not count towards seniority placement.

Subd. 5. Probationary teachers shall be subject to three teacher evaluations performed by their Direct Supervisor with the deadline dates as follows:

Evaluation One:	October 25
Evaluation Two:	January 20
Evaluation Three:	March 20

If deadline date falls on a weekend the evaluation is to be complete by the Friday preceding the deadline.

All formal observations conducted annually by district administration will be given post-observation feedback face-to-face within five (5) days followed by written summation within ten (10) days.

Subd. 5. As of 2017 -18 a single seniority list will be developed for continuing contract teachers. By December 1st of 2017, any continuing contract teacher with prior part-time experience in the District may request recalculation of their seniority for the upcoming seniority list to include part-time experience. Full and partial accumulation will continue from this point forward and rounding will not occur for placement on seniority list. Exception will be made for FMLA qualifying events not exceeding the 12 week maximum.(Example: 4.66 accumulated years of experience would result in the member being between a group with 4 years and 5 years of experience Due to heart surgery an employee can take up to 12 weeks of which some is paid and some in unpaid – this is FMLA qualifying event and FTE would not be affected. If an employee was granted by the school board an additional 4 weeks of leave, this would affect FTE for the 4 weeks and would impact accrued FTE.).

Subd. 6. Stranding language specific to the licensed teaching position for the ALC position. This position will be hired by ISD 361 compared to contracting for the service and thus governed by the Local 331/ISD 361 collective bargaining agreement. That teaching position is open to strand language but only at 100%. For example, if a teacher was in a position that they were reduced .1 FTE they could strand into the ALC position, but it would be either take the full position or not allowed to strand into that position. This is agreed upon due to the integrity of the position and not having multiple different teachers which in past was not conducive to successful operation of the ALC program.

## **ARTICLE XIV: PAYMENT OF SALARY**

### **SECTION 1. PAYMENT OF SALARY:**

Subd. 1. Each teacher shall elect to be paid in twenty or twenty-six payroll periods. Changes can be made annually with notification to the Payroll Clerk by September 1.

Subd. 2. Payroll will be distributed through direct deposit procedures occurring every other Friday. Teachers who elect to be paid in twenty (20) pay periods will have benefits and deductions distributed equally over the twenty (20) pay periods. Teachers who elect to be paid in twenty-six (26) pay periods will have benefits and deductions distributed equally over twenty-six payments, however, July and August payroll will be paid through 4-5 individual checks by June 30th.

Subd. 3. The employer shall deposit their bi-weekly checks in any depository with selection of depository to be the decision of the teacher.

Subd. 4. Extra-curricular and any other additional compensation shall be paid as part of the teacher's regular salary check. Extra-curricular compensation will be paid in two installments, one at the mid-season point and one at the end of the regular season or conclusion of obligation. Payment shall not be made until the teacher submits a voucher for each installment.

Subd. 5. July 1 of each calendar year shall begin a new contract period. All wages, salaries and compensation shall be earned at the new contract rate and paid accordingly effective July 1 of each year. Any contract not agreed upon by July 1 shall be retroactive to July 1.

Subd. 6. A teacher may change their tax sheltered annuity amount and/or company at any time during the school year. Tax sheltered company must be in the ISD 361 403b plan document as an approved vendor.

## **ARTICLE XV: LENGTH OF SCHOOL YEAR**

SECTION 1. TEACHER DUTY DAYS: The School Board shall, prior to April 1 of each school year, establish the number of school days and teacher duty days for the next school year, and the teacher shall perform services on those days as determined by the School Board, including those legal holidays on which the School Board is authorized to conduct school and pursuant to such authority as has been determined to conduct school. Teachers shall receive pro-rata pay for any regularly scheduled, legislatively mandated student contact days in excess of 177.

SECTION 2. EMERGENCY CLOSING: In the event of a student day or teacher duty day lost for any emergency, the teacher may be required to perform duties on that day or other such day in lieu thereof as determined by the School Board or its designated representative, if any.

SECTION 3. SCHOOL CALENDAR: The school calendar will be determined through the meet and confer process and acted on by the School Board prior to March 31st of each year. Calendar may be amended after that date pursuant to legislative authority. The length of the contract year is 188 days. Teacher duty days are set at 174 student days, five teacher in-service/work days, and two parent-teacher conference days for a total of 181 duty days. School will not be in session on the two Education Minnesota Days (not included in teacher duty days). Paid non-duty days are: Labor Day, Thanksgiving Day, the Friday following Thanksgiving, Christmas Day, President's Day, Good Friday, and Memorial Day. School may be conducted on Columbus Day, Veteran's Day and Martin Luther King Day. Any amendments or changes to the calendar will be determined through the meet and confer process prior to board approval.

## **ARTICLE XVI: GRIEVANCE PROCEDURE**

SECTION 1. POLICY: Sections 1 through 8 of this grievance procedure are to be liberally construed so as to effectuate the purposes of Minn. Stat. Chapter 179A, the Public Employment Labor Relations Act.

SECTION 2. DEFINITIONS:

Subd. 1. Scope: For the purposes of this grievance procedure the words defined in this Section have the meanings given them.

Subd. 2. Bureau: "Bureau" means the Bureau of Mediation Services.

Subd. 3. Days: "Days" means calendar days.

Subd. 4. Employee: "Employee" means any public employee who is in the teachers' bargaining unit.

Subd. 5. Grievance: "Grievance" means a dispute or disagreement regarding the application or interpretation of any term of the contract required under Minn. Stat. §179A.20, Subdivision 1.

Subd. 6. Non-probationary: "Non-probationary" means an employee who has completed an initial probationary period required as a part of the public employer's employment process.

Subd. 7. Party: "Party" means either the exclusive representative and its authorized agent or the employer and its authorized representative.

Subd. 8. Service: "Service" means personal delivery or service by the United States Postal Service, postage prepaid and addressed to the individual or organization at its last known mailing address. Service under this grievance procedure is effective upon deposit with the United States Postal Service, as evidenced by a postmark or dated receipt, or upon personal delivery.

SECTION 3. COMPUTATION OF TIME: In computing any period of time prescribed or allowed by this grievance procedure, the day or act or event upon which a period of the time begins to run shall not be included. The last day of the time period shall be included unless it is a Saturday, Sunday, or holiday.

SECTION 4. STEP ONE: When an employee or group of employees represented by the exclusive representative has a grievance, the employee or an agent of the exclusive representative shall attempt to resolve the matter with the employee's building principal or immediate supervisor within 21 days after the employee, through the use of reasonable diligence, should have had knowledge of the event or act giving rise to the grievance. The building principal or immediate supervisor shall then attempt to resolve the matter and shall respond in writing to the grievant and the agent of the exclusive representative within five days after the grievance is presented.

SECTION 5. STEP TWO: If the building principal or immediate supervisor has not been able to resolve the grievance or has not responded in writing within the time period provided in Section 4 (step one), a written grievance may be served on the superintendent by the exclusive representative. The written grievance shall provide a concise statement outlining the nature of the grievance, the provisions of the contract or the just cause situation in dispute, and a statement of the relief or remedy requested. The written grievance must be served on the employer's representative within 15 days after the building principal or immediate supervisor's response was due under Section 4 (step one). The employer's representative shall meet with the agent of the exclusive representative within five days after service of the written grievance and both parties shall attempt to resolve the grievance. The employer's representative shall serve a written response to the grievance on the agent of the exclusive representative within five days of the meeting. The response shall contain a concise statement of the employer's position on the grievance, and the remedy or relief the employer is willing to provide, if any.

**SECTION 6. STEP THREE:** If the grievance is not resolved under Section 5 (step two), the exclusive representative may serve the written grievance upon the chief officer of the board or that person's designated representative within ten days after the written response required by Section 5 (step two) was due. An agent of the exclusive representative shall meet with the chief officer of the board or designee within five days of service of the written grievance and they shall attempt to resolve the matter. The chief officer of the board or designee shall serve a written response to the grievance on the agent of the exclusive representative within five days of the meeting.

**SECTION 7. ARBITRATION:**

**Subd. 1. Referral to Arbitration:** If the response of the chief administrative officer or designee is not received within the period provided in Section 6 (step three) or is not satisfactory, the exclusive representative may serve written notice on the employer of its intent to refer the case to arbitration within ten days after the response required by Section 6 (step three) is due.

**Subd. 2. Selection of Arbitrator:** Within ten days of the service of written notice of the intent to arbitrate, the employer's chief administrative officer or designee shall consult with the agent of the exclusive representative and endeavor to mutually agree upon an arbitrator to hear and decide the grievance. If the parties do not agree upon the selection of an arbitrator, either party may request a list of impartial arbitrators from the Bureau. The parties shall alternatively strike names from a list of five names to be provided by the Bureau until only one name remains, and the remaining name shall be the designated arbitrator. The determination of which party will commence the striking process shall be made by mutual agreement or a flip of a coin.

**Subd. 3. Arbitrator's Authority:** The arbitrator shall have no authority to amend, modify, add to, or subtract from the terms of an existing contract. The decision and award of the arbitrator shall be final and binding upon both parties.

**Subd. 4. Arbitration Expenses:** The employer and the exclusive representative shall share equally the arbitrator's fees and necessary expenses. Cancellation fees shall be paid by the party requesting the cancellation and any fees incurred as the result of a request for clarification shall be paid by the party requesting the clarification. Each party shall be responsible for compensating its own representative and the witnesses except to the extent provided by Section 8, Subd. 1.

**Subd. 5. Transcripts and Briefs:** Because arbitration is intended to provide a simple, speedy alternative to litigation processes, the use of transcripts and briefs should be considered only in exceptional circumstances. If a verbatim record is required, it may be prepared providing the party desiring the record pays the cost and makes a copy available to the other party and the arbitrator without charge. The arbitrator may maintain written notes of the hearing and may use an electronic recording device to supplement the note taking. These notes shall be considered the arbitrator's private and personal property and shall not be made available to the parties or another third party. If a recording device is used by the arbitrator to supplement the arbitrator's notes, the arbitrator shall retain the recording for a period of 90 days following the issuance of the award.

**SECTION 8. PROCESSING OF GRIEVANCES:**

**Subd. 1. Release Time:** To the fullest extent feasible the processing of grievances under the grievance procedure shall be conducted during the normal business hours of the employer. Employees designated by the exclusive representative shall be released from work without loss of regular non-overtime earnings as a result of their necessary participation in meetings or hearings held pursuant to

the grievance procedure, whenever such release is consistent with the safe and reasonable operations. No more than three employees shall be entitled to compensation for participation in a single meeting or hearing with respect to any one grievance.

Subd. 2. Waiver of Steps: The parties may by written mutual agreement waive participation in the grievance steps in Section 4 to Section 6 and may similarly agree to extend the time limits established by Section 4 to Section 7.

Subd. 3. Time Limits: A failure to raise a grievance within the time limits specified in Section 3, or to initiate action at the next step of the procedure in Section 4 to Section 7 within the time limits in these sections shall result in forfeiture by the exclusive representative of the right to pursue the grievance. A failure of an employer representative to comply with the time periods and procedure in Section 4 to Section 7 shall require mandatory alleviation of the grievance as requested in the last statement by the exclusive representative.

## **ARTICLE XVII: DURATION**

SECTION 1. TERM AND REOPENING NEGOTIATIONS: This agreement shall remain in full force and effect for a period commencing on July 1, 202~~34~~<sup>3</sup> through June 30, 202~~53~~<sup>5</sup> and thereafter until modifications are made pursuant to the P.E.L.R.A. of 1971. If either party desires to modify or amend this agreement commencing on July 1, 202~~34~~<sup>5</sup>, it shall give written notice of such intent no less than 60 days prior to July 1, 202~~53~~<sup>5</sup> and/or in compliance with P.E.L.R.A. of 1971.

SECTION 2. EFFECT: This agreement constitutes the full and complete agreement between the School Board and the exclusive representative representing the teachers of the District. The provisions herein relating to terms and conditions of employment supersede any and all prior agreements, resolutions, practices, School District policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions.

SECTION 3. FINALITY: Any matters relating to the current contract term, whether or not referred to in this agreement, shall not be open for negotiations during the term of this agreement.

SECTION 4. SEVERABILITY: The provisions of this Agreement shall be severable and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Agreement or the application or any provisions thereof.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT AS FOLLOWS:

EDUCATION MINNESOTA INTERNATIONAL FALLS LOCAL #331:

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
VICE PRESIDENT

\_\_\_\_\_  
SECRETARY

DATE: \_\_\_\_\_

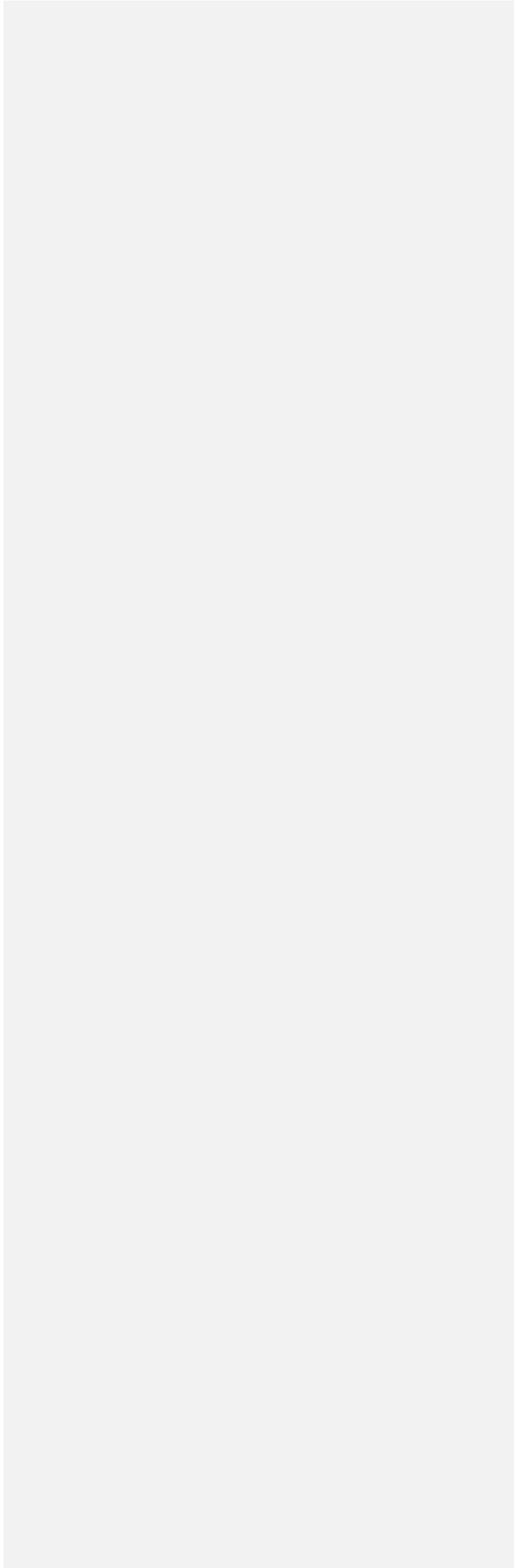
FOR INDEPENDENT SCHOOL DISTRICT NO. 361:

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
SUPERINTENDENT

DATE: \_\_\_\_\_



**INDEPENDENT SCHOOL DISTRICT NO. 361**

**LOCAL #331 - SALARY SCHEDULE A**  
**2021-2023 - 2024**

*Lanes:*

<i>Steps:</i>	BA	BA +10	BA +20	BA +30	BA +40 - MA	MA +10	MA +20	MA +30
1	<del>44715</del> \$42,983	<del>45834</del> \$44,058	<del>46933</del> \$45,115	<del>48047</del> \$46,186	<del>51176</del> \$49,193	<del>52282</del> \$50,256	<del>53393</del> \$51,325	<del>54498</del> \$52,387
2	<del>46767</del> \$44,955	<del>47932</del> \$46,075	<del>49088</del> \$47,186	<del>50250</del> \$48,303	<del>53521</del> \$51,448	<del>54684</del> \$52,565	<del>55839</del> \$53,676	<del>57004</del> \$54,796
3	<del>48905</del> \$47,011	<del>50127</del> \$48,185	<del>51334</del> \$49,346	<del>52557</del> \$50,521	<del>55985</del> \$53,816	<del>57202</del> \$54,986	<del>58409</del> \$56,147	<del>59629</del> \$57,319
4	<del>51150</del> \$49,168	<del>52426</del> \$50,395	<del>53692</del> \$51,612	<del>54971</del> \$52,842	<del>58559</del> \$56,290	<del>59836</del> \$57,518	<del>61102</del> \$58,735	<del>62382</del> \$59,965
5	<del>53496</del> \$51,424	<del>54836</del> \$52,712	<del>56163</del> \$53,987	<del>57503</del> \$55,275	<del>61260</del> \$58,887	<del>62593</del> \$60,168	<del>63918</del> \$61,442	<del>65260</del> \$62,732
6	<del>55954</del> \$53,786	<del>57360</del> \$55,138	<del>58740</del> \$56,464	<del>60151</del> \$57,821	<del>64081</del> \$61,599	<del>65478</del> \$62,942	<del>66870</del> \$64,279	<del>68268</del> \$65,624
7	<del>58532</del> \$56,264	<del>60001</del> \$57,676	<del>61452</del> \$59,071	<del>62928</del> \$60,490	<del>67039</del> \$64,442	<del>68509</del> \$65,855	<del>69955</del> \$67,245	<del>71422</del> \$68,655
8	<del>61228</del> \$58,856	<del>62770</del> \$60,339	<del>64290</del> \$61,799	<del>65831</del> \$63,281	<del>70140</del> \$67,423	<del>71670</del> \$68,894	<del>73195</del> \$70,359	<del>74734</del> \$71,839
9	<del>64054</del> \$61,572	<del>65665</del> \$63,121	<del>67257</del> \$64,651	<del>68870</del> \$66,202	<del>73386</del> \$70,544	<del>74987</del> \$72,082	<del>76578</del> \$73,612	<del>78193</del> \$75,164
10	<del>67017</del> \$64,421	<del>68697</del> \$66,036	<del>70362</del> \$67,637	<del>72053</del> \$69,261	<del>76783</del> \$73,809	<del>78463</del> \$75,424	<del>80133</del> \$77,029	<del>81815</del> \$78,646
Longevity	Teachers who have provided the District with twelve (12) years of TRA service following placement on Step 10 shall qualify for a stipend of \$400. The stipend shall be a separate check at year end, and shall continue annually until such time employment with the District in a TRA capacity is severed.							

- ◆ **Recruitment and Retention Stipend:** The District will contribute \$1000 stipend to all teachers who were employed and actively working for the district for the majority of the time period from start of school 2021 through December 31, 2021 in the first regular paycheck of January, 2022. The District will contribute a second \$1,000 stipend in the first regular paycheck of June, 2022 (payment will be earlier if Esser III approval is confirmed for this area prior to June) for all teachers in lieu of working January 1, 2022 through the last school day of 2022. This stipend is for the 2021-2022 school year. Person's FTE will be multiplied by the stipend amounts to determine payments. It applies to this contract period only and will not be part of ongoing contracts for years to come thus sun setting at the end of the contract.

**INDEPENDENT SCHOOL DISTRICT NO. 361**

**LOCAL #331 - SALARY SCHEDULE B**  
2022-2024 – 2025

*Lanes:*

<i>Steps:</i>	BA	BA +10	BA +20	BA +30	BA +40 - MA	MA +10	MA +20	MA +30
1	<del>45162</del> \$43,413	<del>46292</del> \$44,499	<del>47402</del> \$45,566	<del>48527</del> \$46,648	<del>51688</del> \$49,685	<del>52805</del> \$50,759	<del>53927</del> \$51,838	<del>55043</del> \$52,911
2	<del>47235</del> \$45,405	<del>48411</del> \$46,536	<del>49579</del> \$47,658	<del>50753</del> \$48,786	<del>54056</del> \$51,962	<del>55231</del> \$53,091	<del>56397</del> \$54,213	<del>57574</del> \$55,344
3	<del>49394</del> \$47,481	<del>50628</del> \$48,667	<del>51847</del> \$49,839	<del>53083</del> \$51,026	<del>56545</del> \$54,354	<del>57774</del> \$55,536	<del>58993</del> \$56,708	<del>60225</del> \$57,892
4	<del>51662</del> \$49,660	<del>52950</del> \$50,899	<del>54229</del> \$52,128	<del>55521</del> \$53,370	<del>59145</del> \$56,853	<del>60434</del> \$58,093	<del>61713</del> \$59,322	<del>63006</del> \$60,565
5	<del>54031</del> \$51,938	<del>55384</del> \$53,239	<del>56725</del> \$54,527	<del>58078</del> \$55,828	<del>61873</del> \$59,476	<del>63219</del> \$60,770	<del>64557</del> \$62,056	<del>65913</del> \$63,359
6	<del>56514</del> \$54,324	<del>57934</del> \$55,689	<del>59327</del> \$57,029	<del>60753</del> \$58,399	<del>64722</del> \$62,215	<del>66133</del> \$63,571	<del>67539</del> \$64,922	<del>68951</del> \$66,280
7	<del>59117</del> \$56,827	<del>60601</del> \$58,253	<del>62067</del> \$59,662	<del>63557</del> \$61,095	<del>67709</del> \$65,086	<del>69194</del> \$66,514	<del>70655</del> \$67,917	<del>72136</del> \$69,342
8	<del>61840</del> \$59,445	<del>63398</del> \$60,942	<del>64933</del> \$62,417	<del>66489</del> \$63,914	<del>70841</del> \$68,097	<del>72387</del> \$69,583	<del>73927</del> \$71,063	<del>75481</del> \$72,557
9	<del>64695</del> \$62,188	<del>66322</del> \$63,752	<del>67930</del> \$65,298	<del>69559</del> \$66,864	<del>74120</del> \$71,249	<del>75737</del> \$72,803	<del>77344</del> \$74,348	<del>78975</del> \$75,916
10	<del>67687</del> \$65,065	<del>69384</del> \$66,696	<del>71066</del> \$68,313	<del>72774</del> \$69,954	<del>77551</del> \$74,547	<del>79248</del> \$76,178	<del>80934</del> \$77,799	<del>82633</del> \$79,432
Longevity	Teachers who have provided the District with twelve (12) years of TRA service following placement on Step 10 shall qualify for a stipend of \$400. The stipend shall be a separate check at year end, and shall continue annually until such time employment with the District in a TRA capacity is severed.							

- ◆ **Recruitment and Retention Stipend:** The District will contribute \$1,000 stipend to all teachers in the first paycheck of September 2022 in lieu of working the 2022 – 2023 contract year. Person's FTE will be multiplied by the stipend amounts to determine payment. It applies to this contract period only and will not be part of ongoing contracts for years to come thus sun setting at the end of this contract.

**INDEPENDENT SCHOOL DISTRICT NO. 361**

**ATHLETIC ACTIVITIES SALARY SCHEDULE C**

2021-2023 – 2022-2024

Credit for experience will be granted on the basis of service as head or assistant coach in the same sport in the following coaching areas for Falls High School. Experience will be tallied on an accumulative, not consecutive basis.

Activity	Position	Year 1 - 3	Year 4 - 6	Year 7 - 9	Year 10+	Base Annual Hrs
Baseball	Head Coach	<u>5980</u> \$5,749	<u>6279</u> \$6,036	<u>6593</u> \$6,338	<u>6923</u> \$6,654	186
	Assistant Coach	<u>4186</u> \$4,024	<u>4396</u> \$4,226	<u>4614</u> \$4,436	<u>4845</u> \$4,657	186
Basketball	Head Coach	<u>8281</u> \$7,960	<u>8693</u> \$8,356	<u>9129</u> \$8,775	<u>9587</u> \$9,216	258
	Assistant Coach	<u>5796</u> \$5,571	<u>6084</u> \$5,849	<u>6390</u> \$6,143	<u>6710</u> \$6,450	258
Cross Country	Head Coach	<u>5980</u> \$5,749	<u>6279</u> \$6,036	<u>6593</u> \$6,338	<u>6923</u> \$6,654	186
	Assistant Coach	<u>4186</u> \$4,024	<u>4396</u> \$4,226	<u>4614</u> \$4,436	<u>4845</u> \$4,657	186
Football	Head Coach	<u>7361</u> \$7,076	<u>7729</u> \$7,430	<u>8113</u> \$7,799	<u>8520</u> \$8,190	229
	Assistant Coach	<u>5152</u> \$4,952	<u>5411</u> \$5,201	<u>5679</u> \$5,459	<u>5965</u> \$5,734	229
Golf	Head Coach	<u>5980</u> \$5,749	<u>6279</u> \$6,036	<u>6593</u> \$6,338	<u>6923</u> \$6,654	186
	Assistant Coach	<u>4186</u> \$4,024	<u>4396</u> \$4,226	<u>4614</u> \$4,436	<u>4845</u> \$4,657	186
Hockey	Head Coach	<u>7821</u> \$7,518	<u>8212</u> \$7,894	<u>8620</u> \$8,286	<u>9054</u> \$8,703	244
	Assistant Coach	<u>5472</u> \$5,260	<u>5746</u> \$5,524	<u>6033</u> \$5,799	<u>6344</u> \$6,098	244
Softball	Head Coach	<u>5980</u> \$5,749	<u>6279</u> \$6,036	<u>6593</u> \$6,338	<u>6923</u> \$6,654	186
	Assistant Coach	<u>4186</u> \$4,024	<u>4396</u> \$4,226	<u>4614</u> \$4,436	<u>4845</u> \$4,657	186
Swimming, Boys	Head Coach	<u>6440</u> \$6,190	<u>6763</u> \$6,501	<u>7100</u> \$6,825	<u>7458</u> \$7,169	201
Swimming, Girls	Head Coach	<u>6440</u> \$6,190	<u>6763</u> \$6,501	<u>7100</u> \$6,825	<u>7458</u> \$7,169	201
Swimming, Boys	Assistant Coach	<u>4508</u> \$4,334	<u>4734</u> \$4,550	<u>4971</u> \$4,778	<u>5220</u> \$5,018	201
Swimming, Girls	Assistant Coach	<u>4508</u> \$4,334	<u>4734</u> \$4,550	<u>4971</u> \$4,778	<u>5220</u> \$5,018	201
Track Head	Head Coach	<u>5980</u> \$5,749	<u>6279</u> \$6,036	<u>6593</u> \$6,338	<u>6923</u> \$6,654	186
	Assistant Coach	<u>4186</u> \$4,024	<u>4396</u> \$4,226	<u>4614</u> \$4,436	<u>4845</u> \$4,657	186
Volleyball Head	Head Coach	<u>6440</u> \$6,190	<u>6763</u> \$6,501	<u>7100</u> \$6,825	<u>7458</u> \$7,169	201
	Assistant Coach	<u>4508</u> \$4,334	<u>4734</u> \$4,550	<u>4971</u> \$4,778	<u>5220</u> \$5,018	201

**INDEPENDENT SCHOOL DISTRICT NO. 361**  
**ATHLETIC ACTIVITIES SALARY SCHEDULE C**  
**20240- 20251**

Activity	Position	Year 1 - 3	Year 4 - 6	Year 7 - 9	Year 10+	Base Annual Hrs
Baseball	Head Coach	6040\$5,806	6342\$6,096	6659\$6,401	6992\$6,721	186
	Assistant Coach	4228\$4,064	4440\$4,268	4660\$4,480	4893\$4,704	186
Basketball	Head Coach	8364\$8,040	8780\$8,440	9220\$8,863	9683\$9,308	258
	Assistant Coach	5854\$5,627	6145\$5,907	6454\$6,204	6777\$6,515	258
Cross Country	Head Coach	6040\$5,806	6342\$6,096	6659\$6,401	6992\$6,721	186
	Assistant Coach	4228\$4,064	4440\$4,268	4660\$4,480	4893\$4,704	186
Football	Head Coach	7435\$7,147	7806\$7,504	8194\$7,877	8605\$8,272	229
	Assistant Coach	5204\$5,002	5465\$5,253	5736\$5,514	6025\$5,791	229
Golf	Head Coach	6040\$5,806	6342\$6,096	6659\$6,401	6992\$6,721	186
	Assistant Coach	4228\$4,064	4440\$4,268	4660\$4,480	4893\$4,704	186
Hockey	Head Coach	7899\$7,593	8294\$7,973	8706\$8,369	9145\$8,790	244
	Assistant Coach	5527\$5,313	5803\$5,579	6093\$5,857	6407\$6,159	244
Softball	Head Coach	6040\$5,806	6342\$6,096	6659\$6,401	6992\$6,721	186
	Assistant Coach	4228\$4,064	4440\$4,268	4660\$4,480	4893\$4,704	186
Swimming, Boys	Head Coach	6504\$6,252	6831\$6,566	7171\$6,893	7533\$7,241	201
	Head Coach	6504\$6,252	6831\$6,566	7171\$6,893	7533\$7,241	201
Swimming, Boys	Assistant Coach	4553\$4,377	4781\$4,596	5021\$4,826	5272\$5,068	201
	Assistant Coach	4553\$4,377	4781\$4,596	5021\$4,826	5272\$5,068	201
Track Head	Head Coach	6040\$5,806	6342\$6,096	6659\$6,401	6992\$6,721	186
	Assistant Coach	4228\$4,064	4440\$4,268	4660\$4,480	4893\$4,704	186
Volleyball Head	Head Coach	6504\$6,252	6831\$6,566	7171\$6,893	7533\$7,241	201
	Assistant Coach	4553\$4,377	4781\$4,596	5021\$4,826	5272\$5,068	201

**Asst Coach I (Booster Financed): \$11.63-12.34 per hour to a maximum number of hours for sport.**

**Asst Coach II (Booster Financed): \$20.38-21.63 per hour to a maximum number of hours for sport**

Original Basis for Calculating Revised Schedule:

1. Initial calculation in 2005-07 based on the BA-3 divided by 188 days x 2 days equivalent per week; subsequent calculations have been same percentages applied against Schedules A & B applied to Schedules C & D.
2. Season = # of weeks from MSHSL start date through MSHSL tournament season.
3. Additional week credit given to football & volleyball for double practices prior to school start.
4. Minimum weeks utilized is 13.
5. Assistant coach rate is 70% of head coach.

**INDEPENDENT SCHOOL DISTRICT NO. 361**  
**NON ATHLETIC ACTIVITIES SCHEDULE D**

	Rate Type	<del>20-2123</del> - <del>20222024</del>	<del>2022-2024</del> - <del>20232025</del>
Annual Director, In Class		<del>23052216</del>	<del>23282238</del>
Annual Director, Out of Class		<del>26572554</del>	<del>26842580</del>
Band Director, Jr. High		<del>428412</del>	<del>432416</del>
Band Director, Sr. High		<del>919883</del>	<del>928892</del>
Bus Chaperones	Per Trip	<del>7875</del>	<del>7976</del>
Cheerleading Coach Football	Per Season	<del>1039999</del>	<del>10491009</del>
Cheerleading Coach Basketball	Per Season	<del>11691124</del>	<del>11811135</del>
Cheerleading Coach Hockey	Per Season	<del>11041061</del>	<del>11151072</del>
Choral, Jr High		<del>428412</del>	<del>432416</del>
Choral, Sr High		<del>919883</del>	<del>928892</del>
Drama Club		<del>563542</del>	<del>569547</del>
Knowledge Bowl		<del>25132416</del>	<del>25382440</del>
Licensed Hourly	Hourly	<del>3231</del>	<del>3231</del>
Math Team		<del>616592</del>	<del>622598</del>
MHS		<del>616592</del>	<del>622598</del>
Non-Teaching Assignment	Hourly	<del>2928</del>	<del>2928</del>
Pep Band	Hourly	<del>3231</del>	<del>3231</del>
Prom Advisor		<del>11011058</del>	<del>11121069</del>
Speech Coach		<del>25132416</del>	<del>25382440</del>
Student Council		<del>13191268</del>	<del>13321281</del>
Swing Choir		<del>565544</del>	<del>571549</del>
Van Driver	Per Trip	<del>7875</del>	<del>7976</del>

	# of Hrs/Event	<del>20212023</del> - <del>20222024</del>		<del>20222024</del> - <del>20232025</del>	
		Rate per Event <del>e-per Event</del>	Hourly Rate <del>RateHourly</del>	Rate per Event <del>e-per Event</del>	Hourly Rate <del>RateHourly</del>
<b>EVENT WORKERS:</b>					
Announcer - All Day Invitational	5.0	<del>7875</del>	<del>\$15.60</del> <del>\$15.00</del>	<del>7976</del>	<del>\$15.80</del> <del>\$15.20</del>
Announcer, event	2.5	<del>4645</del>	<del>\$18.40</del> <del>\$18.00</del>	<del>4645</del>	<del>\$18.40</del> <del>\$18.00</del>
Clock Operator	3.5	<del>7471</del>	<del>\$21.14</del> <del>\$20.29</del>	<del>7572</del>	<del>\$21.43</del> <del>\$20.57</del>
Line Judge	2.0	<del>4645</del>	<del>\$23.00</del> <del>\$22.50</del>	<del>4645</del>	<del>\$23.00</del> <del>\$22.50</del>

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Scorer / Goal Judge	3.5	<del>7471</del>	<del>\$21.14</del> <del>\$20.29</del>	<del>7572</del>	<del>\$21.43</del> <del>\$20.57</del>
Site Supervisor	4.0	<del>8380</del>	<del>\$20.75</del> <del>\$20.00</del>	<del>8481</del>	<del>\$21.00</del> <del>\$20.25</del>
Speech Judge	1.0	<del>2726</del>	<del>\$27.00</del> <del>\$26.00</del>	<del>2726</del>	<del>\$27.00</del> <del>\$26.00</del>
Ticket Collector	2.5	<del>5049</del>	<del>\$20.00</del> <del>\$19.60</del>	<del>5149</del>	<del>\$20.40</del> <del>\$19.60</del>
Ticket Seller	2.5	<del>5654</del>	<del>\$22.40</del> <del>\$21.60</del>	<del>5755</del>	<del>\$22.80</del> <del>\$22.00</del>
Track Official Worker	3.5	<del>Rate per Event<sup>71</sup></del>	<del>Hourly Rate\$20.29</del>	<del>Rate per Event<sup>72</sup></del>	<del>Hourly Rate\$20. 57</del>
Usher	2.5	45	\$18.00	45	\$18.00
VBall Clock Operator / Announcer	3.0	71	\$23.67	72	\$24.00

Beginning 2015-17 Contract the Schedule D positions have been converted to an hourly rate for payment of non-salaried individuals. Payment will be given for number of hours where noted to equate to former stipend amount



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October 13, 2021

Ind. School District #361  
Attn: Superintendent Kevin Grover  
1515 11<sup>th</sup> Street  
International Falls, MN 56649

Re: Resolution Dissolving the Education Innovation  
Partners Cooperative Center, ISD No. 6091-50

Dear Superintendent Grover: *Kevin*

The committee designated with the responsibility of bringing about the dissolution of EIP has requested me to prepare a dissolution resolution for each member School District. Enclosed is the Resolution for your School District.

There are two caveats that must be followed with regard to this Resolution:

1. The Resolution must be approved by a majority of the **full** (emphasis added) Board (if, for example, you have a 7-person Board, it must be approved by at least 4 of them regardless of how many are at the meeting);
2. Clerk of the Board, or another officer, must certify a copy of the Resolution as being true and correct and that copy must be filed with the County Auditor in your County (if you would prefer that I file it for you, please return it to me).

To certify a copy, I suggest the following language on the copy which is being filed with the Auditor:

Superintendent Grover  
Page 2  
October 13, 2021

"I do hereby certify that the following is a true and correct copy of a Resolution duly adopted at a meeting of the Board of Directors of Ind. School District No. 695, duly held and convened on \_\_\_\_\_ (date) at which meeting a duly constitute quorum of the Board was present and the Resolution was passed by a majority of the full Board membership, and that such Resolution has not been changed or modified in any way."

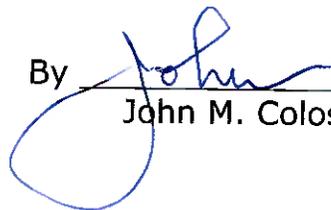
\_\_\_\_\_  
signature

Title: \_\_\_\_\_

If you have any questions, please do not hesitate to give me a call. Kindest personal regards.

COLOSIMO, PATCHIN & KEARNEY, LTD.

By

  
\_\_\_\_\_  
John M. Colosimo

JMC/fr  
Encl.

Member \_\_\_\_\_ introduced the following resolution and moved as follows:

**RESOLUTION DISSOLVING THE EDUCATION INNOVATION PARTNERS COOPERATIVE CENTER, ISD NO. 6091-50**

**RECITALS**

1. Independent School District No. 361, International Falls, MN, has been a participating and voting member of the Agreement creating the Education Innovation Partners Cooperative Center ("EIP").

2. The purpose and mission of EIP to provide technology, training and other educational services can be provided by other means and cooperative efforts so that the continued existence of EIP is no longer necessary. Pursuant to Minn. Stat. Sec. 123A.215, Subd. 8, the Board of Education of ISD No. 361, International Falls, MN, desires and intends to dissolve EIP in accord with existing law and applicable rules, and the Amended Agreement creating EIP.

NOW THEREFORE, BE IT RESOLVED, by the School Board of Independent School District No. 361, International Falls, MN, as follows:

1. Hereby dissolves ISD No. 6091-50, Education Innovation Partners Cooperative Center with the understanding that this dissolution does not affect its continuing liability for any ongoing or continuing obligations, including unemployment benefits.

2. This dissolution shall be accomplished in accordance with Minn. Stat. Sec. 123A.215 and that upon receipt of this Resolution, the Board or management committee of EIP shall file a certified copy with the County Auditor of the County in which School District is located.

The motion for the adoption of the foregoing Resolution was duly seconded by \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon, said resolution was declared duly passed and adopted.

Dated: \_\_\_\_\_, 2021.

## **Draft Superintendent Goals for Consideration**

**Goal:** The superintendent will facilitate and lead the collaborative development of the Strategic plan and align the Esser III funding to support Strategic Plan.

- Identify and engage an outside agency to support the development of the strategic plan.
- Engage stakeholders in strategic plan development (parents, students, community, staff, and board)
- Develop implementation plan upon completion of strategic plan that includes timelines and parties responsible for each part.
- Provide monthly reports to the school board

**Goal:** The superintendent will guide the fiscal resources through the lens of the strategic plan. Create a 2 year staffing plan along with budget prediction for the district (need to look more than 1 year out)

- Create a 2 year staffing plan along with budget projections for the district to facilitate financial stabilization.
- Complete ESSER III application and manage use of all ESSER funds.
- Compile options for the board with regards to different opportunities for budget stabilization.
- Explore and report on creative and innovate ideas to help meet the educational needs of the district along with what the possible effects could be.
- Provide monthly reports to the school board.