

Adjournment

1. Motion by __, second by __ to adjourn meeting
at __ p.m. Motion carried / failed.

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD #361

Superintendent Contract

July 1, 2024 to June 30, 2026

SUPERINTENDENT CONTRACT

July 1, 2024 through June 30, 2026

I. PURPOSE

This Contract is entered into between Independent School District No. 361, International Falls, Minnesota, hereinafter referred to as the School District, and Beth Shermoen hereinafter referred to as the Superintendent, a legally qualified and licensed Superintendent who agrees to perform the duties of the Superintendent of the School District.

II. APPLICABLE STATUTE

This Contract is entered into between the School District and the Superintendent in conformance with M.S.123B.143.

III. LICENSE

The Superintendent shall furnish the School Board, throughout the life of this Contract, a valid and appropriate license to act as Superintendent in the State of Minnesota as provided by applicable laws, rules, and regulations.

IV. DURATION, EXPIRATION, TERMINATION DURING THE TERM, MUTUAL CONSENT, AND CONTINGENCY

Section 1. Duration: This Contract is for a term of two (2) years commencing on July 1, 2024, and ending on June 30, 2026. It shall remain in full force and effect unless modified by mutual consent of the School Board and the Superintendent or unless terminated as provided in this Contract.

Section 2. Subsequent Contract:

Subd. 1. Notice by Superintendent: The notice provisions of this Contract shall obligate the School Board only if, no later than November 1 immediately prior to the expiration of this Contract, the Superintendent provides written notice to each member of the School Board calling to his attention the notice requirements as contained in this section; provided that, if the Superintendent provides this notice after November 1, the deadlines in Subd. 2. and Subd. 5. below shall be extended by the same number of days that the Superintendent's notice is delayed beyond November 1.

Subd. 2. Preliminary Notice: - School Board: In the event the School Board is contemplating not offering the Superintendent a subsequent Contract, the School Board shall give the Superintendent preliminary, written notice of such intent not to offer a subsequent Contract no later than December 1 immediately preceding the expiration date of this Contract.

Subd. 3. Request for Meeting: Within ten (10) calendar days after receipt of an intent not to offer a subsequent Contract as provided in Subd. 1. above, the Superintendent may request, in writing, a meeting with the School Board to discuss its intentions, the reasons therefor, and ways in which concerns of the School Board might be addressed.

Subd. 4. Meeting Between the Parties: Upon receipt of the request noted in Subd. 3. above, the School Board shall, within fifteen (15) calendar days, hold a meeting with the Superintendent.

Subd. 5. Final Action: - School Board: The School Board shall delay taking final action on a subsequent Contract for at least seven (7) calendar days after the meeting between the parties. However, the School Board shall take final action on a subsequent contract no later than January 31 and shall notify the Superintendent of such action in writing.

Subd. 6. Effect: The time line provided in this article may be extended by written agreement between the School Board Chair and the Superintendent. In such event, the School Board Chair shall confer with and notify School Board members in writing of such extension.

Section 3. Expiration: This Contract shall expire at the end of the term specified in Section 1. above. At the conclusion of its term, neither party shall have any further claim against the other, and the School District's employment of the Superintendent shall cease, unless a subsequent Contract is entered into in accordance with M.S. 123B.143, Subd. 1.

Section 4. Termination During the Term: The Superintendent's employment may be terminated during the term of this Contract only for cause as defined in M.S. 122A.40, Subd. 9. and Subd. 13., but, except for purposes of describing grounds for discharge, the provisions of M.S. 122A.40 shall not be applicable. If the School Board proposes to terminate the Superintendent during the term of this Contract for cause as described in M.S. 122A.40, Subd. 9. or Subd. 13., it shall notify the Superintendent in writing of the proposed grounds for termination. The Superintendent shall be entitled to a hearing before an arbitrator provided the Superintendent makes such a request in writing to the School Board Chair within fifteen (15) calendar days after receipt of the written notice of the proposed termination. In such event, the parties shall jointly petition the Minnesota Bureau of Mediation Services (BMS) for a list of five (5) arbitrators. The arbitrator shall be selected by the parties through the striking process as provided by BMS rules. The arbitrator shall conduct a hearing under arbitration procedure rules and issue a written decision. The decision of the arbitrator shall be final and binding on the parties, subject to judicial review of arbitration decisions as provided by law. The Superintendent may be suspended with pay pending final determination by the arbitrator. If the Superintendent fails to request a hearing as provided in this section within the fifteen (15) day calendar period, they shall be deemed to have acquiesced to the School Board's proposed action, and the proposed action shall become final on such date as determined by the School Board, and the Superintendent shall have no further claim or recourse.

Section 4. Mutual Consent: This Contract may be terminated at any time by mutual consent of the School Board and the Superintendent.

Section 5. Contingency: If this Contract is a subsequent Contract entered into prior to the completion of an existing Contract, this subsequent Contract is contingent upon the Superintendent completing the terms of the existing Contract.

V. DUTIES

The Superintendent shall have charge of the administration of the schools under the direction of the School Board. The Superintendent shall be the chief executive officer of the School District; shall direct and assign teachers and other School District employees under the Superintendent's supervision; shall organize, reorganize, and arrange the administrative and supervisory staff, including instruction and business affairs, as best serves the School District subject to the approval of the School Board; shall select all personnel subject to the approval of the School Board; shall, from time to time, suggest policies, regulations, rules, and procedures deemed necessary for the School District; and, in general, perform all duties incident to the office of the Superintendent and such other duties as may be prescribed by the

School Board from time to time. The Superintendent shall abide by the policies, regulations, rules, and procedures established by the School Board and the State of Minnesota. The Superintendent shall have the right to attend all School Board meetings and all School Board and citizen committee meetings, serve as an ex-officio member of the School Board and all School Board committees, and provide administrative recommendations on each item of business considered by each of these groups.

VI. DUTY YEAR AND LEAVES OF ABSENCE

Section 1. Basic Work Year: The Superintendent's duty year shall be for the entire twelve (12) month Contract year, and the Superintendent shall perform duties on those legal holidays on which the School Board is authorized to conduct school if the School Board so determines. The Superintendent shall be on duty during any emergency, natural or unnatural, unless otherwise excused in accordance with School Board administrative policy.

Section 2. Vacation: The Superintendent shall earn thirty (30) working days of annual paid vacation each Contract year. Carryover of up to five (5) days shall be allowed.

Section 3. Holidays: The Superintendent shall be entitled to eleven (11) paid holidays as designated by the School Board each Contract year. (July 4, Labor Day, Thanksgiving Day, day after Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, President's Day, Good Friday, and Memorial Day). In addition the Superintendent shall be entitled to the following day with pay: day prior OR the day after July 4th and 1 day over Christmas break.

Section 4. Sick Leave: The Superintendent shall earn paid sick leave at the rate of fourteen (14) days each year, and earned sick leave may accumulate to a maximum of thirty (30) days. Upon voluntary termination of employment, the Superintendent shall be entitled to payment for any unused sick leave days earned and accrued pursuant to the provisions of this section; however, if the Superintendent is involuntarily terminated, he shall not be entitled to unused earned and accrued sick leave days. Payment for unused sick leave upon voluntary termination shall be capped at ten (10) days and paid at the 2024 -25 daily rate of pay.

Section 5. Workers' Compensation: Pursuant to M.S. Chapter 176, the Superintendent injured on the job in the service of the School District and collecting workers' compensation insurance may draw sick leave and receive full salary from the School District, the salary to be reduced by an amount equal to the insurance payments, and only that fraction of the days not covered by insurance will be deducted from accrued sick leave.

Section 6. Bereavement Leave: The Superintendent shall be granted bereavement leave for a death within the Superintendent's immediate family. The time utilized shall be in an amount to be determined after conferring with the School Board Chair. Days utilized will be deducted from the Superintendent's sick leave. "Immediate family" is defined as the Superintendent's spouse, child, parent, brother, sister, grandfather, grandmother, grandchildren, mother-in-law, father-in-law, brother-in-law, sister-in-law, step relationships of same of the employee or employee's spouse, or other relative who was living in the same household as the Superintendent.

Section 7. Emergency Leave: The Superintendent may be granted paid emergency leave at the discretion of the School Board.

Section 8. Jury Service: The Superintendent who serves on jury duty shall be granted the day or days necessary as stipulated by the court to discharge this responsibility without any salary deduction or loss of basic leave allowance. The compensation received for jury duty service shall be remitted to the School District.

Section 9. Military Leave: Military leave shall be granted pursuant to applicable law.

Section 10. Disability: If the Superintendent is unable to perform his regular duties because of personal illness or disability and has exhausted all accumulated sick leave, the School Board shall provide additional paid sick leave at a salary equal to 65 percent of the Superintendent's regular salary until the expiration of the waiting period for long-term disability insurance. Proof of application for long term disability must be provided to the district to activate this section.

Section 11. Medical Leave: Pursuant to M.S. 122A.40, Subd. 12., the Superintendent shall have a right to a leave of absence for health reasons.

Section 12. Insurance Application: A Superintendent on unpaid leave is eligible to continue to participate in group insurance programs if permitted under the insurance policy provisions. The Superintendent shall pay the entire premium for such insurance commencing with the beginning of the leave and shall pay to the School District the monthly premium in advance. In the event the Superintendent is on paid leave from the School District under Section 4. above or supplemented by sick leave pursuant to Section 5. above, the School District will continue insurance contributions as provided in this Contract until sick leave is exhausted. Thereafter, the Superintendent must pay the entire premium for any insurance retained.

VII. INSURANCE

Section 1. Health Insurance: The School District shall provide the Superintendent with full paid single or family health insurance coverage for the PEIP Value plan or comparable group health plan (if district goes away from PEIP) at the expense of the School District.

Section 2. Dental Insurance: The School District shall provide the Superintendent with full paid single or family dental insurance coverage under the School District's group dental plan at the expense of the School District.

Section 3. Life Insurance: The School District shall provide, at its own expense, term life insurance for the Superintendent under the School District's group term life insurance plan in the amount of \$200,000, payable to the Superintendent's named beneficiary (ies).

Section 4. Long-Term Disability Insurance: The School District shall provide, at its own expense, long-term disability insurance for the Superintendent under the School District's group long-term disability insurance plan.

Section 5. Eligibility: The eligibility of the Superintendent and the Superintendent's dependent(s) and beneficiary(ies) for insurance benefits shall be governed by the terms of the insurance policies purchased by the School District pursuant to this article.

Section 6. Claims Against the School District: The School District's only obligation is to purchase the insurance policies described in this article, and no claim shall be made against the School District as a result of denial of insurance benefits by an insurer if the School District has purchased the policies and paid the premiums described in this article.

VIII. OTHER BENEFITS

Section 1. Tax-Sheltered Annuities: The Superintendent is eligible to participate in a tax-sheltered annuity plan through payroll deduction established pursuant to Section 403(b) of the Internal Revenue Code of 1986, M.S. 123B.02, Subd. 15., state 457 plan subject to MN statute 352.965 and 356.24, School District policy, and as otherwise provided by law. The District shall provide **\$4,000** per year for payment into any such plan as long as employee matches the amount.

Section 2. Flex Plan: The School District shall contribute **\$500** annually for the 2024/25 and 2025/26 school years to the Superintendent's IRS 125 Flex Plan.

Section 3. Vehicle: The School District shall compensate the Superintendent for business use of their private vehicle at the IRS rate pursuant to M.S. 471.665, Subd. 1.

Section 4. Conferences and Meetings: The School District shall pay all legally valid expenses and fees for the Superintendent's attendance at professional conferences and meetings with other educational agencies when such attendance is required, directed, or permitted by the School Board. The Superintendent shall periodically report to the School Board relative to all meetings and conferences attended. The Superintendent shall file itemized expense statements to be processed and approved as provided by School Board policy and law.

Section 5. Cell Phone Reimbursement:

- a) District will pay for Superintendent to participate in AT&T FirstNet program and will pay the expenses of the contract and phone.

Section 6. Administrative License Fee: The annual administrative license fee as required by Minnesota Board for School Administrators will be paid by the school district.

Section 7. Teaching, Learning & Communicating (Q-Comp): The Superintendent providing services to the TLC Project in those capacities defined by the state-approved project shall receive the same stipend values accorded teachers performing the same responsibilities/expectations with total compensation not to exceed **\$3,000** per year with School Board's final authority of making modifications. This section inclusive of contractual stipend commitments shall sunset upon discontinuance of funding by the Department of Education.

IX. SALARY

The Superintendent shall be paid an annual salary of \$135,000 for the 2024/25 contract year and \$137,700 for the 2025/26 contract year. During the term of this contract, the annual salary may be modified but shall not be reduced. The annual salary shall be paid in biweekly equal installments during the contract year.

X. OTHER PROVISIONS

Section 1. Outside Activities: While the Superintendent shall devote full time and due diligence to the affairs and the activities of the School District, they may also serve as a consultant to other school districts or educational agencies, lecture, engage in writing and speaking activities, and engage in other activities if, as solely determined by the School Board, such activities do not impede the Superintendent's

ability to perform the duties of the Superintendency. However, the Superintendent may not engage in other employment, consultant service, or other activity for which a salary, fee, or honorarium is paid without the prior approval of the School Board.

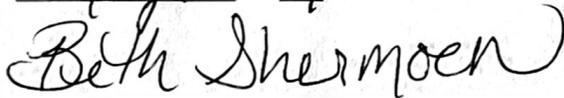
Section 2. Indemnification and Provision of Counsel: In the event that an action is brought or a claim is made against the Superintendent arising out of or in connection with their employment and the Superintendent is acting within the scope of employment or official duties, the School District shall defend and indemnify the Superintendent to the extent provided by law. Indemnification, as provided in this section, shall not apply in the case of malfeasance in office or willful or wanton neglect of duty, and the obligation of the School District in this regard shall be subject to the limitations as provided in M.S. Chapter 466.

Section 3. Dues: The Superintendent is encouraged to belong to and participate in appropriate professional, educational, economic development, community, and civic organizations when such membership will serve the best interests of the School District. Accordingly, the School District will pay the membership dues for such organizations as are required, directed, or permitted by the School Board. The Superintendent shall present appropriate statements for approval as provided by law.

XI. SEVERABILITY

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

IN WITNESS WHEREOF, I have subscribed
my signature this 3rd day of
May, 2024.



Superintendent

IN WITNESS WHEREOF, we have subscribed
our signatures this ____ day of
_____, 20__.

School Board Chair

School Board Clerk



Independent School District #361

1515 - 11th Street International Falls, MN 56649-2501 www.isd361.k12.mn.us

BOARD OF EDUCATION Roxanne Skogstad-Ditsch, Chairperson • JoAnn Smith, Vice-Chairperson
Bruce Raboin, Treasurer • Tina Sather, Clerk • Jessica Crosby, Director • Dale Johnson, Director • Toni Korpi, Director

The School Board of Independent School District No. 361 of the State of Minnesota, International Falls, Minnesota, enters into this Contract with Wyatt Tessier, a legally qualified Tier 3 licensed teacher pursuant to M.S. 122A.183 and M.S. 122A.40 who agrees to teach in the public schools of said District as a .545 FTE Special Education teacher for the school year 2024-2025. The following provisions shall apply and are a part of this Contract:

- Basic Services:** Said teacher shall faithfully perform the services prescribed by the School Board, or its designated representative(s), whether or not such services are specifically described in this Contract, abide by the rules and regulations as established by the School Board and the State of Minnesota, and any additions or amendments thereto, for the annual salary indicated below, and agrees to teach for the School District as assigned in such grades or subjects for which the teacher has the necessary license.
- Duration:** This Contract is subject to the provisions of M.S. 122A.183 and M.S. 122A.40 to all laws, rules, and regulations of the State of Minnesota relevant to qualification, licensure, employment, termination, and discharge. This Contract may be terminated, modified by mutual consent of the School Board and the teacher, or ended by written resignation.
- Duty Year:** The teacher’s duty year shall be as adopted by the School Board, and the teacher agrees to teach on those legal holidays on which the School Board is authorized to conduct school if the School Board so determines. In the event a duty day is lost due to any emergency, the teacher agrees to perform duties on such other day in lieu thereof as determined by the School Board.
- Additional Services:** The School Board, or its designated representative(s), may assign the teacher to extra-curricular, co-curricular, or other assignments, subject to established compensation for such services that exceed the services authorized in paragraph 1. Said extra-curricular, co-curricular, or other assignments may be described in paragraph 5 of this Contract or by letter of assignment, together with a recitation of the compensation, if any, to be paid for said assignment. The School Board, or its designated representative(s), may make any additions or amendments during the duty year as shall be necessary. Said extracurricular, co-curricular, or other assignments and compensation, if any, for such assignment shall not become a part of the teacher’s continuing contract rights unless the words “continuing contract” are recorded immediately following the assignment (see paragraph 6).
- Reference:** This Contract shall be subject to the agreement between the School District and the exclusive representative, and the provisions of the Public Employment Labor Relations Act, as amended.
- Special Provisions:** In addition, said teacher agrees to perform the following additional services for the additional salary indicated:
Additional Service Additional Compensation
- In consideration thereof, the School Board agrees to pay said teacher the following annual salary:
\$ 24,613 For basic services (BA step 1 @ .545 FTE)
\$ 0 For additional services as set forth in paragraph 6.
\$24,613 Total salary, exclusive of fringe benefits
- Such salary shall be paid as authorized and in such installments during the term of the year as may be determined by appropriate School Board policy or procedure. This Contract shall be effective only after it has been authorized by the School Board in appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS WHEREOF, I have subscribed my
signature this ____ (Day) of ____ (Month), ____ (Year)

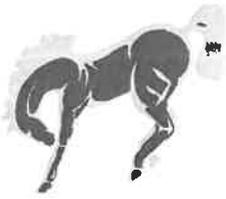
IN WITNESS WHEREOF, we have subscribed our
signature this ____ (Day) of ____ (Month), ____ (Year)

Teacher

School Board Chair

School Board Clerk

Kevin Grover, Superintendent	1515 - 11 th Street	V (218) 283-2571 x1112	F (218) 283-8104	kgrover@isd361.org
Timothy Everson, FHS Principal	1515 - 11 th Street	V (218) 283-2571 x1104	F (218) 283-2384	teverson@isd361.org
Don Rolando, FHS Dean of Students	1515 - 11 th Street	V (218) 283-2571 x1126	F (218) 283-2384	drolando@isd361.org
Melissa Tate, FES Principal	1414 - 15 th Avenue	V (218) 283-2571 x1232	F (218) 283-3133	mtate@isd361.org
Timm Ringhofer, Activities Director	1515 - 11 th Street	V (218) 283-2571 x1138	F (218) 283-2384	tringhofer@isd361.org



Independent School District #361

1515 - 11th Street International Falls, MN 56649-2501

www.isd361.k12.mn.us

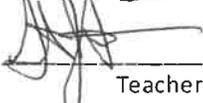
BOARD OF EDUCATION Roxanne Skogstad-Ditsch, Chairperson • JoAnn Smith, Vice-Chairperson
Bruce Raboin, Treasurer • Tina Sather, Clerk • Jessica Crosby, Director • Dale Johnson, Director • Toni Korpi, Director

The School Board of Independent School District No. 361 of the State of Minnesota, International Falls, Minnesota, enters into this Contract with Steven Saari, a legally qualified Tier 4 licensed teacher pursuant to M.S. 122A.184 and M.S. 122A.40 who agrees to teach in the public schools of said District as 1.0 FTE Special Education Teacher for the school year 2024 - 2025.

The following provisions shall apply and are a part of this Contract:

- Basic Services:** Said teacher shall faithfully perform the services prescribed by the School Board, or its designated representative(s), whether or not such services are specifically described in this Contract, abide by the rules and regulations as established by the School Board and the State of Minnesota, and any additions or amendments thereto, for the annual salary indicated below, and agrees to teach for the School District as assigned in such grades or subjects for which the teacher has the necessary license.
- Duration:** This Contract is subject to the provisions of M.S. 122A.184 and M.S. 122A.40 to all laws, rules, and regulations of the State of Minnesota relevant to qualification, licensure, employment, termination, and discharge of teacher for cause. This Contract shall remain in full force and effect except if terminated, modified by mutual consent of the School Board and the teacher, or ended by written resignation pursuant to M.S. 122A.40.
- Duty Year:** The teacher's duty year shall be as adopted by the School Board, and the teacher agrees to teach on those legal holidays on which the School Board is authorized to conduct school if the School Board so determines. In the event a duty day is lost due to any emergency, the teacher agrees to perform duties on such other day in lieu thereof as determined by the School Board.
- Additional Services:** The School Board, or its designated representative(s), may assign the teacher to extra-curricular, co-curricular, or other assignments, subject to established compensation for such services that exceed the services authorized in paragraph 1. Said extra-curricular, co-curricular, or other assignments may be described in paragraph 5 of this Contract or by letter of assignment, together with a recitation of the compensation, if any, to be paid for said assignment. The School Board, or its designated representative(s), may make any additions or amendments during the duty year as shall be necessary. Said extracurricular, co-curricular, or other assignments and compensation, if any, for such assignment shall not become a part of the teacher's continuing contract rights unless the words "continuing contract" are recorded immediately following the assignment (see paragraph 6).
- Reference:** This Contract shall be subject to the agreement between the School District and the exclusive representative, and the provisions of the Public Employment Labor Relations Act, as amended.
- Special Provisions:** In addition, said teacher agrees to perform the following additional services for the additional salary indicated:
Additional Service Additional Compensation:
- In consideration thereof, the School Board agrees to pay said teacher the following annual salary:
\$ 70,841 For basic services - 1.0 FTE (MA step 8)
\$ 0 For additional services as set forth in paragraph 6.
\$70,841 Total salary, exclusive of fringe benefits
- Such salary shall be paid as authorized and in such installments during the term of the year as may be determined by appropriate School Board policy or procedure. This Contract shall be effective only after it has been authorized by the School Board in a appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS WHEREOF, I have subscribed my signature this 30th (Day) of April (Month), 24 (Year)


Teacher
Steven J. Saari

IN WITNESS WHEREOF, we have subscribed our signature this ____ (Day) of ____ (Month), ____ (Year)

School Board Chair

Clerk

Kevin Grover, Superintendent	1515 - 11 th Street	V (218) 283-2571 x1112	F (218) 283-8104	kgrover@isd361.org
Timothy Everson, FHS Principal	1515 - 11 th Street	V (218) 283-2571 x1104	F (218) 283-2384	teverson@isd361.org
Don Rolando, FHS Dean of Students	1515 - 11 th Street	V (218) 283-2571 x1126	F (218) 283-2384	drolando@isd361.org
Melissa Tate, FES Principal	1414 - 15 th Avenue	V (218) 283-2571 x1232	F (218) 283-3133	mtate@isd361.org
Timm Ringhofer, Activities Director	1515 - 11 th Street	V (218) 283-2571 x1138	F (218) 283-2384	tringhofer@isd361.org

From: Community Education - ISD
#361 Int'l Falls
1515 11th St
International Falls, MN 56649

Facilities Agreement

Last Edited: 4/25/24 at 10:48am

Permit # 2404-0040

Contact/Billing Person: Rec Hockey

EVENT NAME: Arena Rental
To: #361 - Staff
1515 11th Street
Int'l Falls, MN 56649

Date/Time	Location/Activity/Detail	Units	Rate	Subtotal
Mon 7/22/2024	Bronco Arena - Arena			
1:00pm - 4:00pm	Arena Rental	3.00	\$ 70.00	\$ 210.00
Tue 7/23/2024	Bronco Arena - Arena			
1:00pm - 4:00pm	Arena Rental	3.00	\$ 70.00	\$ 210.00
Wed 7/24/2024	Bronco Arena - Arena			
1:00pm - 4:00pm	Arena Rental	3.00	\$ 70.00	\$ 210.00
Thu 7/25/2024	Bronco Arena - Arena			
1:00pm - 4:00pm	Arena Rental	3.00	\$ 70.00	\$ 210.00
Mon 7/29/2024	Bronco Arena - Arena			
1:00pm - 4:00pm	Arena Rental	3.00	\$ 70.00	\$ 210.00
Tue 7/30/2024	Bronco Arena - Arena			
1:00pm - 4:00pm	Arena Rental	3.00	\$ 70.00	\$ 210.00
Wed 7/31/2024	Bronco Arena - Arena			
1:00pm - 4:00pm	Arena Rental	3.00	\$ 70.00	\$ 210.00
Thu 8/1/2024	Bronco Arena - Arena			
1:00pm - 4:00pm	Arena Rental	3.00	\$ 70.00	\$ 210.00
Mon 8/5/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Tue 8/6/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Wed 8/7/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Thu 8/8/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Mon 8/12/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Tue 8/13/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Wed 8/14/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Thu 8/15/2024	Bronco Arena - Arena			

1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Mon 8/19/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Tue 8/20/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Wed 8/21/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Thu 8/22/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Mon 8/26/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Tue 8/27/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Wed 8/28/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00
Thu 8/29/2024	Bronco Arena - Arena			
1:00pm - 9:00pm	Arena Rental	8.00	\$ 70.00	\$ 560.00

Summary	Facilities Rental:	\$ 10640.00	Estimated Total Charges:	\$ 10640.00
	Other Needs:	\$ 0.00		
	Extra Charges:	\$ 0.00	Balance Due:	\$ 10640.00
			Total Amount Paid:	\$ 0.00
			Remaining Balance Due:	\$ 10640.00

The Sponsor will use ISD 361 facilities (Facilities) for the event set forth in the attached Facilities Use Request Form (Event) completed by the Sponsor and accepted by ISD 361.

1. RESPONSIBILITY: All activities must have appropriate adult supervision. The Lessee agrees and will be responsible for any damage to the facility by the Lessee or the Lessee's agents, assigns, or participants in any activity sponsored, controlled, or organized by the lessee, or for activities over which the Lessee has control or for which purpose the space is leased.

2. INDEMNITY: The Sponsor agrees to indemnify, save and hold harmless International Falls Public Schools, ISD 361 and all their officers, employees, and agents, individually and collectively, for any and all claims, demands, suits, causes of action, or judgments (including defense and other costs) any person had, now has, or may have in the future arising out of the Lessee's use and/or occupancy of the leased premises, including any and all incidences and occurrences which cause bodily injury, property damage, or death. International Falls Public Schools, ISD 361, assumes no liability for personal injury suffered by reason of the use of such school property pursuant to this agreement.

3. INSURANCE AND INDEMNIFICATION: Sponsor agrees to assume all risk of and liability for -- and further agrees to defend, indemnify, and hold harmless -- the International Falls Public Schools, ISD 361 and its agents, officers, and employees, from and against any and all claims based on the vicarious liability of International Falls Public Schools, ISD 361 or its agents, officers, and employees, but not against claims based solely on International Falls Public Schools, ISD 361 comparative fault, negligence, or intentional misconduct. Sponsor shall secure and keep in force during the entire term of the Event (from an insurance company, government self-insurance pool, or government self-retention fund authorized to do business in Minnesota ... singularly or collectively referred to, as the case may be, the "insurance carrier") a commercial general liability insurance policy or coverage ("policy") for any and all claims of any nature for bodily injury, property damage, personal and advertising injury, or other harm or loss arising out of or in connection with the Event(s). The policy shall name International Falls Public Schools, ISD 361 (and including its agencies, officers, and employees) as an additional insured. Sponsor shall furnish a certificate of insurance from the

insurance carrier showing the endorsement naming ISD as an additional insured to the policy with limits of liability of at least \$500,000 per person and \$1,500,000 per occurrence consistent with Minnesota Statute section 466.01, et seq.

The policy must provide that the policy may not be canceled without 10 days prior written notice to International Falls Public Schools, ISD 361 and shall contain a "Waiver of Subrogation" (waiving any right of recovery the insurance carrier may have against ISD). The policy must provide that any fees, costs, expenses, or other charges for or related to the investigation or defense of any claim or suit shall be outside of (i.e., in addition to, without any cap or limit) any otherwise applicable limit of liability of the policy. Sponsor will deliver said certificate of insurance and endorsement to International Falls Public Schools, ISD 361 at least 5 days prior to the Event.

4. ORDERLY USE: The Lessee agrees that the Lessee and its employees, agents, volunteers, invitees and guest will comply with all directives of the school staff and policies of the school and all laws of the state of MN. These include, but are not limited to the following: • No weapons on campus • No drugs or controlled substances on campus • No alcoholic beverages will be sold or consumed on campus • The use of tobacco substances is not allowed on campus

5. NO TRANSFER, ASSIGNMENT OR SUBLEASE: The Lessee may not transfer or assign this agreement or sublet any part of said premises without the express written consent of the Superintendent of Schools.

6. VIOLATION OF AGREEMENT: If the Lessee violates any of the covenants of this agreement, the Superintendent of International Falls Public Schools, ISD 361, or his/her designee or the school principal, may, without notice to the Lessee, terminate the agreement and retake possession of the premises.

7. ALTERATIONS/EQUIPMENT: No alterations are to be made to school property without the written consent of the Superintendent. Rental of facilities does not include use of school equipment or any product/supplies unless approved. At the permission and prior approval of the Superintendent, the Lessee may be allowed to rearrange furniture in the school facility. The Lessee must return any moved furniture to its proper location.

8. CONFIRMATION OF AGREEMENT: The agreement is not in force until signed by the Lessee, accepted and signed by the school official, and the amount designated as "Total User Fee" has been received by the school. The Lessee and the Superintendent shall retain fully executed copies of this document.

9. CANCELLATION: This agreement may be cancelled by the school district at their discretion. In the event of an emergency, the school district may use their discretion for cancellation of events. (ex. inclement weather). If the school is closed due to weather, emergency, etc., all events and rentals are canceled until the schools are officially reopened.

10. REMOVAL OF PROPERTY: The Lessee is responsible for the removal of all of their supplies and materials used in conjunction with the event immediately upon its end. Those items not removed within 24 hours after the event date shall be disposed of by the school at the expense of the Lessee. The school shall assume no responsibility for these items before, during, or after the event.

11. SECURITY: The Lessee agrees to reimburse the school for employment of a sufficient number (as deemed necessary by the Superintendent, at his/her sole discretion) of duly authorized law enforcement officers for the purpose of maintaining order, protecting the public and school property, and enforcing regulations and laws of the state of MN, or to provide additional, sufficient security as deemed necessary by the Superintendent. The Lessee will not be permitted to use the school property if the Lessee fails to cooperate with law enforcement. This reimbursement shall be in addition to the "total User Fees", and described within the Facility Fee Schedule.

12. PAYMENT FOR DAMAGES: The Lessee agrees to pay costs of repair or replacement for damages, which may have occurred during the term of this agreement in order to restore the rented space or other parts of the campus affected by the event at a condition equal to that prior to the event.

13. ADDITIONAL REGULATIONS AND CONDITIONS OF USE: International Falls Public Schools, ISD 361, reserves the right to impose any additional rules or regulations, or to set special use arrangements, whether or not expressly provided herein, which may be necessary for the best interest of the school, and such regulations shall be binding upon the Lessee.

14. FOOD AND DRINK: No eating or drinking will be allowed except where provisions are made for such activities in advance, and the provisions must comply with regulations of the State Department of Human Resources, Division of Health Services, and the Koochiching County Health Department. No open or pit fires, nor candles, will be allowed under any circumstances. In addition, no portable cooking devices fueled by charcoal, propane gas, or powered by any other means may be used without the prior consent of the Superintendent of Schools.

15. PUBLIC SAFETY: The Lessee agrees that at all times he/she/they will conduct activities with full regard to public safety, and will observe and abide by all applicable regulations. All portions of sidewalks, entries, doors, passages, halls, corridors, stairs, and

all ways of access to public utilities shall be kept unobstructed by the Lessee. The Lessee is not to bring onto the premises any material, substance, equipment, or object, which is likely to constitute a hazard to the property without the prior written consent of the school Superintendent.

16. CONTROL OF FACILITY AND RIGHT OF ENTRY: In renting the identified facilities to the Lessee, it is understood that International Falls Public Schools, ISD 361, does not relinquish the right to control the management thereof, and to enforce all necessary laws, rules, and regulations. Duly authorized representatives of International Falls Public Schools, ISD 361, may enter the premises without any restriction whatsoever.

17. CARE OF FACILITY: The Lessee shall not injure or deface the premises or any equipment therein. The Lessee shall not drive any nails, hooks, tacks, or screws into any part of the building, nor make any alterations of any kind to said facility.

18. PARKING: Parking will be permitted only in areas designated for such use. Parking will not be permitted on grassed or landscaped areas.

I have read and agree to abide by the rules and regulations governing facility use at International Falls Public Schools, ISD 361. I agree to be billed for any additional hours utilized but not listed on this agreement.

Signature
Beth Slatinski
Community Education - ISD #361 Int'l Falls

Attachments:
Potluck Events MDH
Special Event Food Stand MDH
FACS Room 130

Signature
Rec Hockey
#361

Roxanne Skogstad-Ditsch
Chair, ISD #361
1515 11th Street
International Falls, MN 56649

Dear Chair Skogstad-Ditsch:

I submit this letter on May 2, 2024, announcing my resignation from ISD 361 with my last contract day to be June 30, 2024. I will have met all my contractual requirements and will have used the majority of my vacation days by the end of June. I will have my duties wrapped up and thank the district for the years of employment.

I am outlining requirements of our collective bargaining contract for the newer business office staff:

- 1) QComp payments will be made by the end of June 2024 (\$3,000 upon submission of voucher).
- 2) Stipend for cell phone reimbursement will be paid in June (\$75 per month upon submission of voucher and copy of bills).
- 3) 5 excess vacation days from 2023-2024 school year will be paid into my health care savings account at my 2023-24 daily rate of pay.
- 4) 10 vacation bank days will be paid into my health care savings account at my 2023 – 24 daily rate of pay.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tim Everson', with a long horizontal flourish extending to the right.

Tim Everson

Cc: Kevin Grover, Superintendent



QUOTATION: 24LA-2.22.24/C

Falls High School - Classroom update - phase 2

CREATED 1/22/2024 | REVISED 5/2/2024 | Valid Through 5/8/2024



Falls High School - Classroom update - phase 2

We are pleased to present the enclosed quotation. The following items are included:

- Quote
- Summary
- Itemized Quote
- Detailed PO requirements
- Product Options

Quote Number: 24LA-2.22.24/C

CREATED 1/22/2024 | REVISED 5/2/2024 | Valid Through 5/8/2024

PRODUCT TOTALS	\$156,002.40
See Quote Detail Summary	\$0.00
GRAND TOTAL	\$156,002.40

Contract Information:

OT0043776A Sourcewell #091423-KII Delv/Tailgate

Requested Delivery Date: To be Determined

Sold To
 DJMI
 224 South 1st Street
 Milwaukee, WI 53204
 P. (414) 273-3838 F. (414) 273-1280
 Customer # 6782

End User
 International Falls Independent School District
 1515 Eleventh Street
 International Falls, MN 56649--250
 P. (218) 283-4406

Ship To
 To be Determined

Installation
 To be Determined

Sales Team:

Luke Abbott
 Sales Specialist
 LUKE.ABBOTT@DUETRESOURCEG
 ROUP.COM
 612-219-6225



Client Notes:

CREATED 1/22/2024
VALID THROUGH 5/8/2024
Prepared By Luke Abbott
Quote Filename Falls High School - Classroom update - phase 2 - 24LA-2.22.24/C

Line	Model		Qty.		Sell Price	Extended Total	TBD Options
1.1	IWC18	Intellect Wave Cantilever Chair, Large	510		\$91.80	\$46,818.00	
		Intellect Wave Frame Color Starlight Silver Metallic /SX Shell Color No Fire Retardant /NFR Shell NFR Mardi Gras /PMG Glide Option Nylon glides /NG Carton Code Option Racked /RCK Price Description: Delivered/Open Market Lead Time: 5 - 7 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 5/2/2024 and is subject to change.					
1.2	UNET7362-ADJ	WB UNE-T Desk	510		\$187.62	\$95,686.20	
		TOP FINISH BURNT STRAND -B58 Edge Band Option LOTZ ARMOR EDGE COLOR AE Lotz Armor Edge Colo BLACK BLACK Frame Color Option SMOOTH SILVER SLV Glide & Caster Options 1.375" Non-marring Glides NMG BackPack Hook Option NO SELECTION N-BPH Under Desk Option Wire Basket LW Lead Time: No Lead time available Ships from - No Warehouse specified.					
WorkGroup Product Subtotal						\$142,504.20	

Tag 1: Media Center Chairs

2.1	SWNA	Strive High Density Armless Chair, Poly	30		\$134.46	\$4,033.80	
		Frame Color Starlight Silver Metallic /SX Poly Seat & Back Color No Fire Retardant /NFR Poly Seat & Back Color Mardi Gras /PMG Glide Option No glides /NG Price Description: Delivered/Open Market Lead Time: 3 - 5 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 5/2/2024 and is subject to change.					
WorkGroup Product Subtotal						\$4,033.80	

Tag 1: Media Center Chairs

Tag 1: Culinary Arts

3.5	SUEBA3060-74P	Stout, Rectangular 36" Fixed Height Table, 30x60", Post-Leg, 1-1/4" HPL Worksurface w/74P edge	8		\$740.85	\$5,926.80	
		Edge Color Black edge /EBL Laminate Color KI laminates Standard KI laminates ITALIAN SILVER ASH 8217-38 /LIT Pegboard No pegboards /NPB Paint Color Mardi Gras /MG Footrest/Shelf No footrest /NFT Caster/Glides Casters /CCC Module Selection No power modules /NNN Bag Hooks No book bag hook /NB Price Description: Delivered/Open Market Lead Time: 7 - 9 Weeks; Ships from BONDUEL, WI Please Note: Leadtime calculated on 5/2/2024 and is subject to change.					

QUOTATION

CREATED 1/22/2024
VALID THROUGH 5/8/2024
Prepared By Luke Abbott
Quote Filename Falls High School - Classroom update - phase 2 - 24LA-2.22.24/C

Line	Model		Qty.		Sell Price	Extended Total	TBD Options
3.6	624U	600 Series Industrial Stool,Uphol Seat,Fxd Ht,24"H	32		\$110.55	\$3,537.60	
		Stool Frame Color Starlight Silver Metallic /SX Feet/Bumper Color Black /BLF Stool Upholstery Compliance to TB 117-2013 /NFR Stool Upholstery Group 1 Vinyl GRP1V G1V Vinyl 1V CORE 1VUPHCORE 1V CORE BLACK /VCBC					
Price Description: Delivered/Open Market Lead Time: 4 - 6 Weeks; Ships from BONDUEL, WI Please Note: Leadtime calculated on 5/2/2024 and is subject to change.							
Tag 1: Culinary Arts						WorkGroup Product Subtotal	\$9,464.40

Quote Summary

Product SubTotal: \$156,002.40
Estimated Sales Tax: See Notes
Quote Total: \$156,002.40

NOTES:

- Images shown above are intended for approximate visual reference only and may not represent the exact models, numbers, descriptions or options selected. Refer to the model number/description/options shown for full product specifications.
- Sales Tax (For Shipment within the United States Only): Estimated sales/use tax will be calculated when order is entered. It is the customer's responsibility to pay any applicable sales/use tax due upon invoicing. A customer will not be charged sales tax if (1) a Resale Certificate, (2) an Exempt Organization Certificate, or (3) a Direct Pay permit is on file with KI's Finance Department. If no certificate is on file, the appropriate sales/use tax rate in effect at shipment will be applied and tax will be added to the customer's invoice.

PROJECT LEAD TIME SUMMARY:

- Manufacturing lead time begins once the order is complete and acknowledged. Delivery dates are determined per order based on the longest lead time per shipping location and are confirmed on the order acknowledgement.

Shipping Location	MFG Lead Time Range
GREEN BAY, WI	5 - 7 Weeks
BONDUEL, WI	7 - 9 Weeks
MISCELLANEOUS	Lead time could not be calculated
- Lead times are subject to change based on quantities, manufacturing capacity and surface material selections. Laminate and/or fabrics outside the standard KI in grade program may have extended lead time.
- For more information or questions regarding delivery consolidation, contact KI Customer Service.

QUOTATION

Final Considerations:

To ensure your Purchase Order (PO) is processed quickly and efficiently, please adhere to the following requirements:

- All purchase orders must be issued to:
 Duet Resource Group/DJMI
 224 South 1st Street
 Milwaukee WI 53204

Terms and Conditions:



Customer represents that the product information contained within this quote is complete and accurate. Changes to quantities and/or options/finishes will affect this quote. If applicable, other charges such as freight, tax, installation and/or delivery fees may be added at time of order.

Prepared by Luke Abbott
Market Code: 2=2=K-12

Opportunity #:

Quote Filename: Falls High School - Classroom update - phase 2 - 24LA-2.22.24

PLEASE REVIEW THIS QUOTATION AND NOTIFY US PROMPTLY OF ANY CORRECTIONS REQUIRED.

THANK YOU FOR THE OPPORTUNITY TO BE OF SERVICE!

Terms & Conditions:

1. Please include a copy of your quotation with your purchase order. Your purchase order should stipulate exactly the merchandise or service to be transacted by quantity, finish options and price. In the event that your company does not issue standard purchase orders, then all quotes must be accompanied by a statement on official company letterhead, with an authorizing signature allowing Duet Resource Group to proceed with the order as documented. By submitting a purchase order or authorization letter, you are agreeing to the terms listed on this page.
2. Purchase orders acknowledged by Duet Resource Group cannot be returned, changed, or canceled without Duet's written consent. Any changes or cancellations must happen within 3 business days from the issue date on the purchase order, or client is subject to a 15% net (of total order) cancellation fee. Under no circumstances will changes or cancellations be accepted on any custom product.
3. Any applicable sales or other tax will be added upon invoicing. If you are tax exempt, please provide a copy of a valid sales tax exemption certificate with your purchase order.
4. Duet requires a 50% deposit based on your order total, to be submitted when the order is placed. This deposit should include 50% of the tax for taxable entities. The remaining 50% will be billed upon receipt of product. A deposit check also constitutes as an agreement to proceed with the order as documented on the quote in accordance with the terms & conditions. If punch-list items exist, you will be invoiced 40% of the remaining total, and the remaining 10% after the punch-list items or change orders are completed.
5. Duet reserves the right to collect a finance charge after 30 days of 1.5% per month.
6. Freight and Fuel surcharge. Duet reserves the right to apply a surcharge to customer orders, passed along from its manufacturers.
7. Duet accepts credit card payments; a 3.5% processing fee will be applied.

Please sign below indicating acceptance of this proposal along with the terms and conditions noted.

Approved by:

Name: _____

Title: _____ Date: _____