

Regular Meeting

Wednesday, June 12, 2024 5:30 PM

Northland High School Room C113, 316 Main St E, Remer, MN 56672

1. Call to Order

2. Pledge of Allegiance

3. Mission Statement "Educate and inspire all learners to reach their full potential."

4. Adoption of Agenda

5. Consents

5.1. Approve the minutes from May 15, 2024 Regular Meeting

5.2. Approve May 2024 Treasurer's Report and bills

5.3. Second Reading and Approval of revisions to Policy #450A - Leave Donation

5.4. Second Reading and Approval of revisions to Policy #540 - Complaints and/or Questions to Coaches about Games

5.5. Second Reading and Approval of revisions to Policy #670 - Gifted and Talented

5.6. Approve the resolution accepting gifts/donations to Northland Community Schools: Whereas the following; therefore, BE IT RESOLVED by the School Board of Northland Community Schools District 118, Remer, and State of Minnesota as follows: The Northland Community Schools - District 118 School Board does hereby accept the following donations:

- S.A. Yochum V.F.W. Post 772 - \$500 for Trap Club
- Epic LLC - Donation of 2023-2024 snow removal services at the Longville bus garage

6. Reports

6.1. Early Education Report

6.2. Business Manager Report

6.3. Elementary Principal/Activities Director Report

6.4. Principal Report

6.5. Facilities Report

6.6. Indian Education Report

6.7. CE Report

6.8. Dean of Students Report

7. Superintendent Report

8. New Business

8.1. Approve the FY25 Budget

8.2. Discussion regarding Strategic Planning

8.3. Rescind the Call for Bids for court resurfacing phase of the multi-use court project that was approved at the Regular Meeting held on May 15, 2024, pursuant to MN Statute 471.345 Subd. 4

8.4. Discussion and approval of estimate received by Sport Court for resurfacing the multi-use court

8.5. Approve resolution for the Designation of an Identified Official with Authority for Education Identity Access Management and for a proxy.

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties. The Superintendent recommends the Board authorize Mary Yakibchuk, myakibchuk@isd118.org, mary.yakibchuk to act as the Identified Official with Authority (IOwA) for Northland Community Schools 0118-01 and for Tina Anderson, tina.anderson, to act as proxy for Northland Community Schools 0118-01.

8.6. Approve the Agreement for PSEO Services between Central Lakes College and Northland Community Schools for the 2024-2025 school year at \$256 per college credit, per student

8.7. Approve the Memorandum of Understanding to the Coaches and Advisors Salary Schedule of the 2023-2025 NREM Master Agreement to include a Junior High Leadership position to be paid at 2.5% of BA, Step 1

8.8. Approve the MSEA Northland Unit 2024-2026 Master Agreement

8.9. Approve renewal of MREA membership for FY25

8.10. Approve the Contract for Services between ISD #118 and ARCC for 2024-2025

8.11. Approve the FY25 Contract for Services between ISD #118 and ARCC for services provided by Business Manager, Lori Backlund, at the following rates: \$125 per hour for Business Manager and \$100 per hour for Bank Reconciliation, not to exceed \$64,000

8.12. Approve renewal of the Early Childhood Service Agreement between ISD #118 and North Homes for SY2024-2025

8.13. Approve renewal of MSBA membership for FY25

8.14. Approve the UNLC Lease Agreement for FY25

8.15. Approve FY25 Lease Agreement between ISD #118 and Little Sand Group Homes

8.16. Approve renewal of Special Education Programming Services Agreement with IASC for 2024-2025

8.17. Approve the 2024-2025 insurance renewal rates from Weizenegger-Engel

8.18. **Service Agreement and Membership Cost Comparison**

8.19. Ven dor	8.20. FY24	8.21. FY25
8.22. ARCC *	8.23. \$22,489.5 0	8.24. \$24,25 7.07
8.25. IASC SPED	8.26. \$46, 583.00 (FY22)	8.27.
8.28. Little Sand Lease	8.29. \$1050.00 /mth	8.30. \$1050/ mth
8.31. MREA	8.32. \$1,452	8.33. \$1,453
8.34. MSBA (inc. Boardbook)	8.35. \$5,882	8.36. \$6524. 00
8.37. North Homes Pre-K	8.38. \$50/hr. not to exceed \$900.00	8.39. \$50/hr . not to exceed \$900.00

8.40.

9. Personnel

9.1. Approve the hire of Zeb Hemsworth as Bus Driver effective the 2024-2025 school year

9.2. Approve the hire of Molly Slagle as Paraprofessional effective for the 2024-2025 school year

9.3. Approve the hire of Tracy Hensley as 1.0 FTE Science Teacher, at MA, Step 10 for the 2024-2025 school year

9.4. Approve the hire of Tina Anderson as Senior Class Advisor for the 2024-2025 school year

9.5. Accept the resignation of Track and Field Assistant Coach, John Schliauter, effective the end of the 2023-2024 season

- 9.6. Accept the resignation of Janessa Green as Activities Director, effective the 2024-2025 school year
- 9.7. Approve posting for an HCN Assistant Activities Director beginning the 2024-2025 school year
- 9.8. Approve Resolution for Termination of Employment
- 9.9. Approve the hire of Laurie Christopherson at Paraprofessional, effective the 2024-2025 school year
10. **Other school business which can legally be brought before the Board**
11. **Next Meeting Dates:**
 - **Regular Meeting, July 17, 2024, 5:30 p.m.**
12. **Adjournment**

Northland Community Schools - ISD #118
Regular Meeting Minutes Summary
Wednesday, May 15, 2024
Northland High School Room C113
316 Main St E
Remer, MN 56672

1. Call to Order

Board Chair Ruyak called the meeting to order at 5:30 p.m.

2. Pledge of Allegiance

3. Mission Statement "Educate and inspire all learners to reach their full potential."

4. Adoption of Agenda

Motion to adopt the agenda. This motion, made by Aaron Ammerman and seconded by Seth Robison, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

5. Recognitions

5.1. The school board would like to recognize Dale Pound for 9 years of service and congratulate him on his retirement

5.2. The school board would like to recognize Jackie Kitchenhoff for 29 years of service and congratulate her on her retirement

5.3.

Congratulations to Mrs. Shepard and Mrs. Kendall, who received Educator of Excellence awards from Sourcewell this year.

Mrs. Shepard was awarded the Teacher of Excellence award. She is a cornerstone at Northland. She is a constant advocate for staff and students while pursuing continuous improvement.

Mrs. Kendall was awarded the Pillar of Excellence award. Her calm demeanor allows students to feel heard and supported. She works each day to get students ready to learn and helps them feel welcome each day.

Thank you Mrs. Shepard and Mrs. Kendall.

5.4. Congratulations to the Class of 2024's Valedictorian, McKinna McKinney and Salutatorian, Dylan Schwarz

5.5. Congratulations to Lori Sizenbach, 2024 REACH (Recognizing Excellence and Classified Heroes) Award winner. The REACH Award is presented to 5 exceptional individuals from various regions who exhibit outstanding and motivating deeds in their schools and communities

5.6. Congratulations to Raina Boucher for being awarded Northland Community Schools Teacher of the Year for 2023-2024

5.7. The staff and students of Northland Community Schools would like to thank Prom Advisor, Izabella Bishop, the Prom Committee and volunteers for their hard work putting together a successful Prom

6. Audience Recognition

7. Consent items

Motion to approve the Consent Agenda Items. This motion, made by Terri Nystrom and seconded by Seth Robison, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

7.1. Approve meeting minutes from the Regular Meeting on April 17, 2024, and the Work Session on May 1, 2024

7.2. Approve Treasurer's Report and bills from April 2024

7.3. Approve review of Policy #446 - Pay Rates for Activities, with no changes

7.4. Approve Fall Coaches for 2024-2025:

Jeremy Schwarz - Football Head
Jason Knapp - Football Assistant
Chuck Holm - Football Assistant
Quintarian Borders - Football Jr. High
Sam Sparen - Football Jr. High

Approve Winter Coaches for 2024-2025:

Sam Sparen - Boys Basketball JH
Stacey Johnson - Girls Basketball Head
Stacey Wake - Girls Basketball Assistant
Ray Dauphinais - Girls Basketball Jr. High
Harold "Joe" Hagemaster - Basketball Girls Jr. High
Jeremy Schwarz - Basketball Boys Head
Steven Kovall - Basketball Boys Assistant
Sam Sparen - Basketball Boys Jr. High

Approve Spring Coaches for 2024-2025:

Denise Stefan - Track Head Coach
John Schliauter - Track Assistant Coach

7.5. Approve Advisors for 2024-2025

Abbie Newman - Knowledge Bowl
CarrieAnn Mortenson - Knowledge Bowl
Tristen Heller - Band

OPEN - Senior Class Advisor
Leah Monroe - Drum Group
Leah Monroe - Dance Group
Leah Monroe - Quiz Bowl
Jenny Swankier - Quiz Bowl
Lori Sizenbach - High School Leadership (co-advisor)
Denise Stefan - High School Leadership (co-advisor)
Izabella Bishop - Prom Coordinator
Tandy Kibbler - Yearbook Advisor
Terri Shepard - Elementary Student Leadership (co-advisor)
Erin Diedrich – Elementary Student Leadership (co-advisor)
Terri Shepard - PBIS Coordinator
Carol Procopio - Mentor Coordinator
Katelyn Edstrom - AVID Coordinator
Brenda Snakenberg – Concessions Coordinator
Colby Gallagher - Robotics Head
Nate Sharp - Robotics Assistant
OPEN - Junior High Leadership
OPEN - Storm Activities Director
OPEN - Storm Activities Director Assistant

7.6. Approve the resolution accepting gifts/donations to Northland Community Schools: Whereas the following; therefore, BE IT RESOLVED by the School Board of Northland Community Schools District 118, Remer, and State of Minnesota as follows: The Northland Community Schools - District 118 School Board does hereby accept the following donations:

- Outing Chamber of Commerce - \$500 for Prom
- Family of student wishing to remain anonymous - \$15 for High School Student Leadership
- David and Sharon Rouse - \$100 for the Trap Club
- Big Foot Gas and Gifts - \$250 for Prom
- Crow Wing Power - \$1500 Scholarship

8. Presenters

8.1. Elizabeth Johnson - Student Leadership Report

8.2. Matt and Laura Moraczewski - Education and Healthy Living Opportunities at the Community Garden

9. Reports

9.1. **Early Education Report**

9.2. **Business Manager Report**

9.3. **Elementary Principal/Activities Director Report**

9.4. **Principal Report**

9.5. Facilities Report

9.6. Indian Education Report

9.7. CE Report

9.8. Dean of Students Report

10. Superintendent Report

11. New Business

11.1. Certify the graduating class of 2024:

Madeline Ammerman	Hope Blackburn	Adrianna Collins
Grace DeHart	Cole Doree	Ashton Enerson
Michaela Gosselin	Antonio Hanson	Brevon Jackson
McKinna McKinney	Dylan Schwarz	Maria Swankier
Trey Tabaka	Lillian Wake	Camryn Graves
Jalyssa Headbird	Zoleena Ortiz	Charles Briski
Elijah Reyes		

The School Board of ISD #118 certifies the 2024 graduating class. This motion, made by Bill Wake and seconded by Tyler Seifert, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

11.2. Call for bids for milk, propane and snow removal for 2024-25 with a bid opening on June 11, 2024

Motion to call for bids for milk, propane, and snow removal for the 2024-2025 school year. This motion, made by Bill Wake and seconded by Seth Robison, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

11.3. Approve the 2024-2025 Service Agreement between Northland Community Schools and Interquest Detection Canines

Motion to approve the 2024-2025 Service Agreement between Northland Community Schools and Interquest Detection Canines. This motion, made by Linda Knox and seconded by Seth Robison, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

11.4. Approve purchase of used bus for \$18,000 from Grand Rapids school district

Motion to approve a used bus from the Grand Rapids school district for the cost of \$18,000. This motion, made by Seth Robison and seconded by Bill Wake, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

11.5. Call for bids for court resurfacing for the multi-use court project

Motion to approve the call for bids for the court resurfacing phase of the multi-use court project. This motion, made by Linda Knox and seconded by Tyler Seifert, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

The original contractor whose bid was accepted for the court resurfacing withdrew their bid. Further discussion regarding the court resurfacing will take place at the June 12, 2024, board meeting

11.6. First Reading of revisions to Policy #450A - Leave Donation

First Reading no board action

11.7. First Reading of revisions to Policy #540 - Complaints and/or Questions to Coaches about Games

First Reading no board action

11.8. Rescind Policy #630 - Section 504 of The Rehabilitation Act of 1973 as the content is addressed in Policies #402 and #521

Motion to rescind Policy #630, as content is addressed in Policies #402 and #521. This motion, made by Seth Robison and seconded by Bill Wake, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

11.9. Rescind Policy #632 - School District Testing Plan and Procedure (reviewed 7/2021, revised 07/2000) as it was replaced by Policy #614

Motion to rescind Policy #632 as it has been replaced by Policy #614. This motion, made by Linda Knox and seconded by Bill Wake, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

11.10. First Reading of revisions to Policy #670 - Gifted and Talented

First Reading no board action

11.11. Accept the revisions to Policy #701 - Establishment and Adoption of School District Budget (MSBA rev. 6.27.22) as written

Motion to accept revisions to Policy #701 as written. This motion, made by Seth Robison and seconded by Linda Knox, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

11.12. Accept revisions to Policy #701.1 - Modification of School District Budget (MSBA rev. 6.27.22) as written

Motion to accept revisions to Policy #701.1 as written. This motion, made by Bill Wake and seconded by Linda Knox, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

11.13. Accept the revisions to Policy #702 - Accounting (MSBA rev. 6.27.22), as written

Motion to accept revisions to Policy #702 as written. This motion, made by Linda Knox and seconded by Seth Robison, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

11.14. Accept the revisions to Policy #703 - Annual Audit (MSBA rev. 6.27.22), as written

Motion to accept revisions to Policy #703 as written. This motion, made by Bill Wake and seconded by Terri Nystrom, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

11.15. Accept the revisions to Policy #704 - Development and Maintenance of an Inventory or Fixed Assets and a Fixed Asset Accounting System (MSBA rev. 6.27.22), as written

Motion to accept revisions to Policy #704 as written. This motion, made by Tyler Seifert and seconded by Linda Knox, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

11.16. Accept the revisions to Policy #705 - Investments (MSBA rev. 6.27.22), as written

Motion to accept revisions to Policy #705 as written. This motion, made by Linda Knox and seconded by Bill Wake, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

11.17. Approve MSHSL Resolution for 2024-2025

Whereas the following; therefore, be it resolved by the School Board of Northland Community Schools - District 118, Rermer, and the State of Minnesota, hereby accept the following:

MSHSL Resolution for SY 2024-2025

Motion to approve the 2024-2025 MSHSL Resolution. This motion, made by Bill Wake and seconded by Seth Robison, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

11.18. Discussion regarding Strategic Planning

Further discussion regarding Strategic Planning will take place at board meeting on June 12, 2024

11.19. Discussion regarding READ Act LETRS and Professional Development
Discussion involved phases of Professional Development required to implement the READ Act

12. Personnel

12.1. Approve the hire of Cortney Christenson as Cross Country Head Coach, for the 2024-2025 school year, with a start date of July 1, 2024

Motion to approve the hire of Cortney Christenson as Cross Country Head Coach for the 2024-2025 school year. This motion, made by Tyler Seifert and seconded by Linda Knox, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

12.2. Approve the hire of Christine Nihart as Little Sand Learning Center Program Coordinator effective the 2024-2025 school year

Motion to approve the hire of Christine Nihart as Little Sand Learning Center Program Coordinator, effective the 2024-2025 school year. This motion, made by Linda Knox and seconded by Terri Nystrom, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

12.3. Approve the hire of Carol Procopio as Junior High Leadership Advisor for the 2024-2025 school year

Approve the hire of Carol Procopio as Junior High Leadership Advisor, effective the 2024-2025 school year. This motion, made by Seth Robison and seconded by Tyler Seifert, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

12.4. Approve the Memorandum of Understanding to extend the probationary period of Lisa Holm

Motion to approve the Memorandum of Understanding extending the probationary period of Lisa Holm. This motion, made by Bill Wake and seconded by Linda Knox, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

12.5. Approve adding a 1.0 FTE Food Service staff as .5 Kitchen Helper and .5 Cafeteria Cleaner

Motion to approve posting for a 1.0 FTE Food Service staff who will work .5 as a Kitchen Helper and .5 as a Cafeteria Cleaner. This motion, made by Tyler Seifert and seconded by Seth Robison, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc

Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

12.6. Approve the job description for Behavior Interventionist Paraprofessional
Motion to approve the job description for Behavior Interventionist (Non-Licensed). This motion, made by Bill Wake and seconded by Linda Knox, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

12.7. Approve the job description for Licensed Behavior Interventionist
Motion to approve the job description for Behavior Interventionist (Licensed). This motion, made by Bill Wake and seconded by Linda Knox, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

12.8. Approve reducing three Paraprofessional positions beginning the 2024-2025 school year
Motion to approve reducing three Paraprofessional positions for the 2024-2025 school year. This motion, made by Bill Wake and seconded by Aaron Ammerman, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

12.9. Approve posting for a 1.0 FTE Behavior Interventionist
Motion to approve posting for a Behavior Interventionist. This motion, made by Linda Knox and seconded by Bill Wake, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

12.10. Approve posting for a Bus Driver/Mechanic
Motion to approve posting for a Bus Driver/Mechanic position. This motion, made by Bill Wake and seconded by Tyler Seifert, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

13. Other school business which can legally be brought before the Board

The Awards Banquet date is scheduled for May 29, 2024 at 6:00 p.m.

14. Next Meeting Date:

- Regular Meeting, June 12, 2024, 5:30 p.m.

15. Adjournment

Motion to adjourn the meeting at 6:50 p.m. This motion, made by Bill Wake and seconded by Seth Robison, Passed.

Aaron Ammerman: Yea, Linda Knox: Yea, Terri Nystrom: Yea, Seth Robison: Yea, Marc Ruyak: Yea, Tyler Seifert: Yea, Bill Wake: Yea
Yea: 7, Nay: 0

Visitors: Elizabeth Johnson, Laura Moraczewski, Matt Moraczewski, Carol Procopio, Jill Myeres, Lori Sizenbach, Katelyn DeLost, Janessa Green

Tina Anderson, Recording Secretary

Linda Knox, Board Clerk

Northland Community Schools

Finance Report 5/31/2024

First National Bank

General Checking	<u>\$679,762.47</u>
Money Market Account	\$12,619.95
CD Operating Matures 8/8/24	\$273,382.95
CD/Scholarship Carpenter Matures 6/17/24	\$8,191.16
CD/Scholarship Carpenter Matures 6/17/24	\$14,792.36
CD/Scholarship Felton Matures 12/10/24	\$7,295.57
CD/Scholarship Sepin Matures 8/25/26	\$3,488.74
Total Investments	<u>\$319,770.73</u>
Total of all deposits at First National Bank	<u>\$999,533.20</u>
MN Trust Account at PMA total Value	\$2,296,008.74

Accounts Payable Checks/Wires and Deposits by Fund

Fund #	Fund Description	Deposits	A/P Checks
01	General Fund	\$1,452,089.98	\$160,235.37
02	Food Service Fund	\$32,183.78	\$18,987.39
03	Transportation Fund	\$2,833.98	\$11,549.67
04	Community Ed Fund	\$11,230.00	\$3,480.31
05	Capital Fund	\$0.00	\$24,157.90
06	Construction Fund	\$0.00	\$19,887.06
07	Debt Redemption Fund	\$0.00	\$0.00
18	Scholarship Fund	\$13.28	\$0.00
Total		<u>\$1,498,351.02</u>	<u>\$238,297.70</u>

May 2024 Payroll

	Monthly Total
Gross Payroll	\$420,954.54
Employer Benefits	\$83,250.94
Employer Taxes	\$29,822.94
Total Cost of Payroll	<u>\$534,028.42</u>

Includes Payrolls:

S202421 5/15/2024
S202422 5/31/2024

ISD#118 Remer-Longville Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor				Pmt/Void Date		Pmt Type	
0118	chec	106504	5703		HOLIDAY INN EXPRESS BAXTER							Check
				E 01	310 298 192 301 402	Waterpark rental				\$1,250.00		
				E 01	310 298 192 301 402	Laser tag rental				\$1,250.00		
				E 01	310 298 192 301 402	Pizza/sodas				\$368.00		
				E 01	310 298 192 301 402	Service charge				\$286.80		
				E 01	310 298 192 301 402	Lodging for bus driver				\$105.00		
	PO#: 19813	Voucher #:	73703	Invoice	Invoice No:	Remer Post Prom			5/1/2024		Paid Amt: \$3,259.80	
											Check Amount: \$3,259.80	
0118	chec	106505	5241		ACME TOOLS							Check
				E 01	005 810 000 000 350	2 m18 batt packs per quote 20924265 for soft				\$298.00		
	PO#: 19950	Voucher #:	73733	Invoice	Invoice No:	12707321			5/10/2024		Paid Amt: \$298.00	
											Check Amount: \$298.00	
0118	chec	106506	5549		ACT							Check
				E 01	020 211 000 000 430	district testing				\$583.00		
	PO#:	Voucher #:	73716	Invoice	Invoice No:	27608			5/10/2024		Paid Amt: \$583.00	
											Check Amount: \$583.00	
0118	chec	106507	3296		AMAZON.COM							Check
				E 01	010 216 000 401 401	B000MFJNVK Scotch Magic Tape, Invisible, H				\$24.50		
				E 01	010 216 000 401 401	B00I8OBAOU EXPO Low Odor Dry Erase Mar				\$22.77		
				E 01	010 216 000 401 401	B01ETS3HGC Nuova Premium Thermal Lami				\$37.82		
				E 01	010 216 000 401 401	B07D9Z7GYL Pilot, FriXion Clicker Erasable C				\$19.37		
				E 01	010 216 000 401 401	B07N2Y65TV Sheet Protectors for 3 Ring Binc				\$29.99		
				E 01	010 216 000 401 401	B07Q6PHDZ1 U Brands Low-Odor Dry Erase				\$18.26		
				E 01	010 216 000 401 401	B07QQ3L753 Neenah White Index Paper, Mer				\$15.99		
				E 01	010 216 000 401 401	B07T7FMK3Q May Chen Compatible with Nev				\$25.99		
				E 01	010 216 000 401 401	B0C788XGCV Alened CVC, CVCC & CCVC V				\$9.89		
				E 01	010 216 000 401 401	Amazon Shipping Charge				\$24.83		
	PO#: 19978	Voucher #:	73717	Invoice	Invoice No:	19TV-64XR-RHP3			5/10/2024		Paid Amt: \$229.41	
				E 01	005 620 000 343 470	0062975676 The Good Egg Presents: The Gre				\$8.36		
				E 01	005 620 000 343 470	0063080648 Laugh-Out-Loud: The Joke-a-Day				\$6.99		
				E 01	005 620 000 343 470	0310750628 Lots of Knock-Knock Jokes for Ki				\$4.99		
				E 01	005 620 000 343 470	0316353221 Big (Caldecott Medal Winner & C				\$13.81		
				E 01	005 620 000 343 470	0375836977 A Color of His Own				\$12.95		
				E 01	005 620 000 343 470	0399555536 Little Blue and Little Yellow				\$7.99		
				E 01	005 620 000 343 470	052555291X If I Built a School (If I Built Series				\$11.69		
				E 01	005 620 000 343 470	0545365821 Hibernation (Scholastic Reader, L				\$3.99		
				E 01	005 620 000 343 470	0593123301 Pizza and Taco: Who's the Best?				\$6.99		
				E 01	005 620 000 343 470	0593376072 Pizza and Taco: Too Cool for Sch				\$9.74		
				E 01	005 620 000 343 470	0593481240 Pizza and Taco: Rock Out!: (A Gr				\$7.81		

ISD#118 Remer-Longville Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0118	chec	106507	3296		AMAZON.COM		Check
				E 01	005 620 000 343 470	0593481283 Pizza and Taco: Dare to Be Scar	\$10.22
				E 01	005 620 000 343 470	0593622030 Just Because	\$11.75
				E 01	005 620 000 343 470	0593703464 Pizza and Taco: Wrestling Mania	\$10.60
				E 01	005 620 000 343 470	0744060931 The LEGO Ideas Book New Editi	\$15.30
				E 01	005 620 000 343 470	0761459901 Silly Tilly	\$6.78
				E 01	005 620 000 343 470	0763688428 Interrupting Chicken and the Elep	\$9.48
				E 01	005 620 000 343 470	1250317460 Best Friends (Friends, 2)	\$8.88
				E 01	005 620 000 343 470	1250851041 A First Time for Everything	\$8.18
				E 01	005 620 000 343 470	1338616048 Good-bye Stacey, Good-bye: A G	\$9.22
				E 01	005 620 000 343 470	1338616102 Mary Anne's Bad Luck Mystery: A	\$9.35
				E 01	005 620 000 343 470	1338741055 Dog Man: A Tale of Two Kitties: A	\$8.68
				E 01	005 620 000 343 470	1338752146 Judy and the Beast (Goosebump	\$6.99
				E 01	005 620 000 343 470	1338801910 Dog Man: Twenty Thousand Flea	\$9.22
				E 01	005 620 000 343 470	1338835505 Claudia and the Bad Joke: A Gra	\$10.38
				E 01	005 620 000 343 470	1368045731 What About Worms!?-Elephant &	\$7.99
				E 01	005 620 000 343 470	1416937889 Hibernation Station	\$15.82
				E 01	005 620 000 343 470	142314189X Percy Jackson and the Olympian	\$50.99
				E 01	005 620 000 343 470	1465453024 365 Things to Do with LEGO Bric	\$14.44
				E 01	005 620 000 343 470	1525304852 Hiders Seekers Finders Keepers:	\$12.69
				E 01	005 620 000 343 470	1536207780 Interrupting Chicken: Cookies for	\$12.99
				E 01	005 620 000 343 470	153622281X Elf Dog and Owl Head	\$10.99
				E 01	005 620 000 343 470	1609915143 Ripley's Believe It Or Not! Level 1	\$15.99
				E 01	005 620 000 343 470	1665912480 In Every Life: (Caldecott Honor)	\$11.96
				E 01	005 620 000 343 470	1665920009 Worm and Caterpillar Are Friends	\$6.99
				E 01	005 620 000 343 470	1913484378 Guinness World Records 2024	\$15.69
				E 01	005 620 000 343 470	1951806441 Life Skills for Kids: How to Cook,	\$11.90
				E 01	005 620 000 343 470	B093RPTNFZ Finley The Flamingo Celebrates	\$12.99
				E 01	005 620 000 343 470	B0CFWZKT&J How To Draw Flamingos: 30 St	\$7.99
				E 01	005 620 000 343 470	Amazon Shipping Charge	\$34.97
PO#: 19936	Voucher #:	73718	Invoice		Invoice No: 1WWL-CFLW-XTJG	5/10/2024	Paid Amt: \$474.73
			E 01	020 400 000 000 430	Pentel® Hi-Polymer® Eraser Caps, White, Pa	\$10.68	
			E 01	020 400 000 000 430	Pentel Hi-Polymer Block Eraser, Large, White	\$11.64	
			E 01	020 400 000 000 430	Teacher Created Resources Foam Fraction Ci	\$9.13	
PO#: 19965	Voucher #:	73719	Invoice		Invoice No: 1QJT-CPP3-VM4L	5/10/2024	Paid Amt: \$31.45
			E 01	010 203 202 000 430	B07PBT2K43 AFMAT Electric Pencil Sharpen	\$25.99	
			E 01	010 203 202 000 430	B07QXT1FSB Pink Erasers Pack of 100 - Lar	\$22.79	
			E 01	010 203 202 000 430	B07YDDX4JL Scissors, iBayam 8" Multipurpos	\$15.98	
			E 01	010 203 202 000 430	B0CJDYKSKZ Extra Capacity Hanging File Fc	\$25.88	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0118	chec	106507	3296		AMAZON.COM		Check
				E 01	010 203 202 000 430	Amazon Shipping Charge	\$0.00
	PO#: 19959	Voucher #:	73720	Invoice	Invoice No: 1WRQ-L7GJ-3D3X	5/10/2024	Paid Amt: \$90.64
				E 01	310 298 114 301 402	B00300CWEE Dubble Bubble Gum, 53.9 Oun	\$18.10
				E 01	310 298 114 301 402	B004YGQK5K JOLLY RANCHER Assorted Fr	\$25.88
				E 01	310 298 114 301 402	B0722LVW3B DERMAL 24 Combo Pack A Co	\$13.59
				E 01	310 298 114 301 402	B075JCN2CH Dreampark Emoticon Keychain	\$29.59
				E 01	310 298 114 301 402	B07BTTRR2Z JM-capricorns 36pcs 9 x 4-1/2 i	\$13.98
				E 01	310 298 114 301 402	B07CZBF13W diasstro Lot of 100pcs Randorr	\$23.50
				E 01	310 298 114 301 402	B07DWNVB11 favide 22 Pack 0.5mm 6-in-1 M	\$10.34
				E 01	310 298 114 301 402	B07PLQ65QW SCStyle Invisible Ink Pen 28Pc	\$22.70
				E 01	310 298 114 301 402	B07PM3FLGW Tuko 20PCS Sticky Hands, Sti	\$11.18
				E 01	310 298 114 301 402	B07SPC37YZ RUBFAC 36 Punch Balloons Pt	\$17.98
				E 01	310 298 114 301 402	B07Z4C5DNJ HORIECHALY Scratch and Snif	\$13.99
				E 01	310 298 114 301 402	B0817WL4QX YIHONG 72 Pcs Kawaii Squish	\$33.90
				E 01	310 298 114 301 402	B083F3NRK2 JOYIN 144 Pcs Slap Bracelets :	\$19.98
				E 01	310 298 114 301 402	B085942YVP Kids Sunglasses Party Favors, 2	\$16.99
				E 01	310 298 114 301 402	B086W79SH5 ZMLM Rainbow Scratch Mini Ar	\$8.69
				E 01	310 298 114 301 402	B09KXBZF7R SANNIX 50 Pieces Cartoon Cul	\$33.76
				E 01	310 298 114 301 402	B09T3BR6Z6 48 PCS Flexible Soft Pencil, Col	\$7.99
				E 01	310 298 114 301 402	B09WLN6RJL AZEN 120 Pcs Mini Spring Parl	\$19.98
				E 01	310 298 114 301 402	B0B159LTBP Spiky Hedge Balls Multicolor Srr	\$14.79
				E 01	310 298 114 301 402	B0B25SFM3W GADMEXILY 100pcs Cartoon I	\$8.99
				E 01	310 298 114 301 402	B0B9MWRGZS Yinder 24 Pads Cute Sticky N	\$15.99
				E 01	310 298 114 301 402	B0BD587FG2 10 Pieces 20oz Reusable Alum	\$89.98
				E 01	310 298 114 301 402	B0BJJ56VL2 Pop Fidget Toys Bulk Its Party F.	\$7.49
				E 01	310 298 114 301 402	B0BJNQMM9T Pop Fidget Toys Bulk Its Valen	\$9.49
				E 01	310 298 114 301 402	B0BJPG7729 Pop Fidget Toys Bulk Its Party F	\$8.49
				E 01	310 298 114 301 402	B0BQ3C1BGT Robrzn 65PCS Cartoon Key Cl	\$20.99
				E 01	310 298 114 301 402	B0BTHP2J3N 100 Pack Mini Fidget Spinner T	\$29.97
				E 01	310 298 114 301 402	B0BTYWBB9W 300 Pcs Scratch and Sniff Sti	\$14.99
				E 01	310 298 114 301 402	B0BZCPRDV5 SUNOVELTIES 10 Pack Color	\$16.79
				E 01	310 298 114 301 402	B0BZCR372G SUNOVELTIES 10 Pack Colore	\$16.79
				E 01	310 298 114 301 402	B0CDGQZFC1 URSKYTOUS 130Pcs Animal	\$18.34
				E 01	310 298 114 301 402	B0CDWJ6ZZ4 DMSKY 30 Pack Lip Balm, Nat	\$17.98
				E 01	310 298 114 301 402	B0CP5VF3ND Yinder 24 Pads Cute Sticky No	\$12.99
				E 01	310 298 114 301 402	Amazon Shipping Charge	\$6.99
	PO#: 19984	Voucher #:	73721	Invoice	Invoice No: 1LXG-FXKN-K3TC	5/10/2024	Paid Amt: \$653.17
				E 01	010 206 011 433 401	B07RDJM71L Ergonomic Office Chair Cheap I	\$45.99

ISD#118 Remer-Longville Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
0118	chec	106507	3296		AMAZON.COM		Check	
				E 01	010 206 011 433 401	Amazon Shipping Charge		\$0.00
PO#:	19983	Voucher #:	73722	Invoice	Invoice No: 1GCT-37FX-JDQV	5/10/2024	Paid Amt:	\$45.99
				E 01	005 620 000 343 470	The Princess Trials: A young adult dystopian r		\$16.42
				E 01	005 620 000 343 470	The Princess Games: A young adult dystopian		\$20.24
PO#:	19948	Voucher #:	73723	Invoice	Invoice No: 1JJM-FG4J-D7JQ	5/10/2024	Paid Amt:	\$36.66
				E 02	005 770 000 701 401	Dish soap 1 gal		\$37.08
PO#:	19917	Voucher #:	73724	Invoice	Invoice No: 1MTJ-RV6V-VJWX	5/10/2024	Paid Amt:	\$37.08
				E 01	010 203 202 000 401	5 INCH HOUSE NUMBERS		\$3.99
PO#:		Voucher #:	73725	Invoice	Invoice No: 1MTJ-RV6V-VJWX-1	5/10/2024	Paid Amt:	\$3.99
				E 01	020 050 000 000 401	2024-2025 Desk Calendar - Large Desk Caler		\$20.98
				E 01	020 050 000 000 401	Samsill Economy 1.5 Inch 3 Ring Binder, Mad		\$90.78
				E 01	020 050 000 000 401	Staples White Shipping Labels 4 x 3 1/3 250 S		\$26.17
				E 01	005 020 000 000 401	Staples 479877 Laser/Inkjet Shipping Labels 2		\$13.69
PO#:	19974	Voucher #:	73726	Invoice	Invoice No: 1PTH-7NFY-T6CJ	5/10/2024	Paid Amt:	\$151.62
				E 01	040 211 000 000 401	novelinks Transparent 4" x 6" Photo Cases an		\$24.89
				E 01	040 211 000 000 401	Pandri laminating sheets 400 pk		\$30.88
				E 01	040 211 000 000 401	Teivio 32-Piece Kitchen Plastic Wheat		\$39.99
				E 01	040 211 000 000 401	Uinkit 400 Pack Thermal Laminating Pouches		\$22.99
PO#:	19960	Voucher #:	73727	Invoice	Invoice No: 1QLD-JGPR-JWGX	5/10/2024	Paid Amt:	\$118.75
				E 01	010 203 206 000 430	B008XDXU44 Elmer's All Purpose School Glu		\$14.65
				E 01	010 203 206 000 430	B00JM5GZGW Play-Doh Modeling Compounc		\$28.99
				E 01	010 203 206 000 430	B077PZLX6M DIYMAG Magnetic Hooks, 30lb:		\$8.99
				E 01	010 203 206 000 430	B0C8N6GWVX AFMAT Electric Pencil Sharpe		\$32.99
				E 01	010 203 206 000 430	B0CDTQHKDF Deli Swing-Arm Swivel Stapler		\$9.50
				E 01	010 203 206 000 430	B0CSFF84QY Libima Cozy Cube 30 x 30 x 30		\$95.99
				E 01	010 050 000 000 401	Amazon Shipping Charge		\$0.00
PO#:	19989	Voucher #:	73704	Invoice	Invoice No: 1YVX-6TJWJ-J7QM	5/10/2024	Paid Amt:	\$191.11
				E 01	010 203 202 000 401	SELF ADHESIVE HOUSE NUMBER		\$4.99
PO#:		Voucher #:	73761	Credit	Invoice No: 1YP7-9X7Q-MYFD	5/10/2024	Paid Amt:	(\$4.99)
				E 01	005 620 000 343 470	B000VXO4L2 ELMER'S Disappearing Purple :		\$9.89
				E 01	005 620 000 343 470	B00CBAWIY Scotch Thermal Laminating Pou		\$27.85
				E 01	005 620 000 343 470	B011VFROGU Fiskars 7 Inch Student Scissor		\$38.97
				E 01	005 620 000 343 470	B07ZNR6BBJ Paint Brushes, Anezus 30 Kids		\$13.99
				E 01	005 620 000 343 470	B08CHJP3TJ Crayola Fine Line Markers Bulk,		\$26.00
				E 01	005 620 000 343 470	B09H4RQ2YQ Kids Bookmark Silly Jokes Boc		\$11.99
				E 01	005 620 000 343 470	B0BPY1WKD2 60 Pcs Scented Bookmarks Si		\$8.99
				E 01	005 620 000 343 470	B0BQZV8967 Cra-Z-Art Washable Tempera P		\$18.18
				E 01	005 620 000 343 470	B0C2M2Y5C6 Tomkids Art Supply Storage Or		\$83.96

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106507	3296		AMAZON.COM		Check		
				E 01	005 620 000 343 470	B0C3QWKGC9 Only Zest Bookmarks for Kids		\$12.99	
				E 01	005 620 000 343 470	B0CK22LZ4Z ZMLM Animal Scratch Bookmar		\$9.99	
				E 01	005 620 000 343 470	B0CR9TQDLJ 300pcs Animal Bulk Bookmarks		\$16.99	
				E 01	005 620 000 343 470	B0CXSYH24J 40PCS Bookmarks for Kids,Col		\$7.98	
	PO#: 19955	Voucher #:	73731	Invoice	Invoice No: 1ljg-fkv4-6ynq	5/10/2024	Paid Amt:	\$287.77	
				E 01	020 206 011 433 460	Pictorial Encyclopedia of Historic Costume		\$294.30	
	PO#: 19980	Voucher #:	73791	Invoice	Invoice No: 13XH-J3GX-RRG1	5/10/2024	Paid Amt:	\$294.30	
				E 01	010 203 202 000 430	Amazon Basics Clear Thermal Laminating Pl		\$20.05	
	PO#: 19964	Voucher #:	73784	Invoice	Invoice No: 1H9Q-XTJ6-PRGW	5/10/2024	Paid Amt:	\$20.05	
				E 01	005 620 000 343 470	B08CHHT833 Crayola Broad Line Markers Bu		\$29.00	
				E 01	005 620 000 343 470	Amazon Shipping Charge		\$0.00	
	PO#: 19955	Voucher #:	73785	Invoice	Invoice No: 1YP7-9X7Q-6F1L	5/10/2024	Paid Amt:	\$29.00	
							Check Amount:	\$2,690.73	
0118	chec	106508	04084		AMERICAN DISPOSAL		Check		
				E 01	005 810 000 000 331	APRIL		\$1,372.49	
	PO#:	Voucher #:	73728	Invoice	Invoice No: 540510181	5/10/2024	Paid Amt:	\$1,372.49	
							Check Amount:	\$1,372.49	
0118	chec	106509	4759		BRAINERD DISPATCH		Check		
				E 04	500 505 000 321 380	SAN ANTONIO TRIP		\$420.00	
	PO#:	Voucher #:	73792	Invoice	Invoice No: MP4137430424	5/10/2024	Paid Amt:	\$420.00	
							Check Amount:	\$420.00	
0118	chec	106510	05062	R	CAPITAL ONE		Check		
				E 04	500 580 000 325 401	program supplies		\$211.10	
	PO#: 19928	Voucher #:	73729	Invoice	Invoice No: 704105662676607	5/10/2024	Paid Amt:	\$211.10	
							Check Amount:	\$211.10	
0118	chec	106511	3663		CLIMATE MAKERS INC		Check		
				E 06	005 867 000 000 350	Pressure Drop Calc for 5 AHU heat wheels		\$990.00	
	PO#: 19830	Voucher #:	73730	Invoice	Invoice No: 120926	5/10/2024	Paid Amt:	\$990.00	
							Check Amount:	\$990.00	
0118	chec	106512	5612		DEPT OF EMPLOYMENT & ECONOMIC DEVELOPMENT		Check		
				E 01	005 810 000 000 280	F.Peterson - Custodial		\$1,760.38	
	PO#:	Voucher #:	73775	Invoice	Invoice No: Qtr 1 2024	5/10/2024	Paid Amt:	\$1,760.38	
							Check Amount:	\$1,760.38	
0118	chec	106513	06679	R	FERRELLGAS		Check		
				E 01	005 810 000 000 442	ECFE BUILDING		\$704.40	
	PO#:	Voucher #:	73705	Invoice	Invoice No: 2037249860	5/10/2024	Paid Amt:	\$704.40	
							Check Amount:	\$704.40	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106514	03788	R	HILLYARD/HUTCHINSON		Check		
				E 01	005 810 000 000 410	15 cases of PAP10171 TP, XL and XXL Gloves		\$1,057.00	
	PO#: 19971	Voucher #:	73757	Invoice	Invoice No: 605465552	5/10/2024	Paid Amt:	\$1,057.00	
				E 01	005 810 000 000 350	MRS76090 - Kits for lscrub20		\$277.59	
				E 01	005 810 000 000 350	shipping est		\$0.00	
	PO#: 19968	Voucher #:	73758	Invoice	Invoice No: 700587583	5/10/2024	Paid Amt:	\$277.59	
				E 01	005 810 000 000 410	PAD 13IN STRIP BLACK		\$203.53	
	PO#:	Voucher #:	73759	Invoice	Invoice No: 605462735	5/10/2024	Paid Amt:	\$203.53	
							Check Amount:	\$1,538.12	
0118	chec	106515	5590		HOLDEN ELECTRIC		Check		
				E 06	005 867 000 000 350	May1 Check - Elec Boiler Check all terminals/		\$2,223.50	
	PO#: 19487	Voucher #:	73762	Invoice	Invoice No: 75925	5/10/2024	Paid Amt:	\$2,223.50	
							Check Amount:	\$2,223.50	
0118	chec	106516	01052		HOLKERS DO IT BEST LUMBER		Check		
				E 01	020 255 000 000 430	Open P.O. for supplies		\$28.36	
	PO#: 19927	Voucher #:	73734	Invoice	Invoice No: 2404-068819	5/10/2024	Paid Amt:	\$28.36	
				E 01	020 255 000 000 430	Open pO for Supplies		\$64.48	
	PO#: 19927	Voucher #:	73735	Invoice	Invoice No: 2404-069074	5/10/2024	Paid Amt:	\$64.48	
				E 01	020 255 000 000 430	Open PO for supplies		\$16.38	
	PO#: 19927	Voucher #:	73736	Invoice	Invoice No: 2405-069187	5/10/2024	Paid Amt:	\$16.38	
				E 01	020 255 000 000 430	Instructional Supp		\$47.56	
	PO#:	Voucher #:	73737	Invoice	Invoice No: 2405-069260	5/10/2024	Paid Amt:	\$47.56	
							Check Amount:	\$156.78	
0118	chec	106517	4163		IASC		Check		
				E 01	005 403 000 740 396	Lisa Brink		\$128.98	
				E 01	005 411 000 740 396	Lisa Brink		\$128.98	
				E 01	010 412 000 740 396	Lisa Brink		\$1,726.41	
				E 01	005 411 000 740 396	Patricia Bernsdorf		\$86.19	
				E 01	010 412 000 740 396	Patricia Bernsdorf		\$1,063.04	
				E 01	005 411 000 740 396	Courtney, Worlie		\$148.83	
				E 01	010 411 000 740 396	Courtney Worlie		\$1,835.55	
				E 01	010 405 000 740 396	Megan Bruxvort		\$492.92	
				E 01	005 420 000 740 396	Carrissa Hanson		\$1,417.09	
				E 01	005 400 000 372 305	Shauna Hambly		\$2,436.48	
				E 01	005 400 000 372 305	Shana Grzybowski		\$1,400.62	
				E 01	005 403 000 740 397	Benefits		\$64.28	
				E 01	005 405 000 740 397	Benefits		\$142.89	
				E 01	005 411 000 740 397	Benefits		\$140.27	
				E 01	005 412 000 740 397	Benefits		\$1,797.52	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106517	4163		IASC		Check		
				E 01	005 420 000 740 397	Benefits		\$227.74	
				E 01	005 420 000 740 366	Travel		\$430.67	
				E 01	005 411 000 740 401	Coop Supplies		\$693.03	
				E 01	005 411 000 740 396	Ann Carlson-PAES Lab staff		\$377.33	
				E 01	005 411 000 740 401	PAES Supplies		\$101.05	
PO#:	Voucher #:	73786	Invoice	Invoice No:	3653	5/10/2024	Paid Amt:	\$14,839.87	
							Check Amount:	\$14,839.87	
0118	chec	106518	5140		INSTITUTE FOR ENVIRONMENTAL ASSESSMENT		Check		
				E 01	005 640 000 316 366	Training for 3x Custodial Special Boiler Lisc. A		\$540.00	
PO#:	19753	Voucher #:	73779	Invoice	Invoice No:	00052541	5/10/2024	Paid Amt:	\$540.00
							Check Amount:	\$540.00	
0118	chec	106519	02406		ISD #0002		Check		
				E 01	020 218 000 388 390	Speech Costs		\$3,663.90	
PO#:	Voucher #:	73783	Invoice	Invoice No:	1292	5/10/2024	Paid Amt:	\$3,663.90	
							Check Amount:	\$3,663.90	
0118	chec	106520	06305		ISD #0118		Check		
				E 01	310 298 093 301 402	CASH for Senior Class Trip(Benihanna and C		\$700.00	
PO#:	19986	Voucher #:	73760	Invoice	Invoice No:	Senior Class Trip	5/10/2024	Paid Amt:	\$700.00
							Check Amount:	\$700.00	
0118	chec	106521	6478		ITASCA ORCHESTRA AND STRINGS PROGRAM		Check		
				E 01	010 206 000 433 369	Ochestra Lessons		\$5,148.00	
PO#:	Voucher #:	73782	Invoice	Invoice No:	FY24 Lessons	5/10/2024	Paid Amt:	\$5,148.00	
							Check Amount:	\$5,148.00	
0118	chec	106522	6168		JOHN J. WEIDNER		Check		
				E 02	005 770 000 701 366	T.GROSS		\$190.00	
				E 02	005 770 000 701 366	A.SURBER		\$190.00	
				E 02	005 770 000 701 366	C.NIHART		\$0.00	
				E 02	005 770 000 701 366	S.BARRICK		\$0.00	
PO#:	Voucher #:	73798	Invoice	Invoice No:	FY2024	5/10/2024	Paid Amt:	\$380.00	
							Check Amount:	\$380.00	
0118	chec	106523	01098		JOHNSON TELEPHONE CO		Check		
				E 01	005 010 000 000 320	R0520		\$608.02	
PO#:	Voucher #:	73777	Invoice	Invoice No:	r0520 - 5/1/24	5/10/2024	Paid Amt:	\$608.02	
				E 01	040 810 000 000 320	r4513		\$31.49	
PO#:	Voucher #:	73778	Invoice	Invoice No:	R4513-5/1/24	5/10/2024	Paid Amt:	\$31.49	
							Check Amount:	\$639.51	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106524	5358		L&M SUPPLY INC		Check		
				E 01	020 255 000 000 430	Open PO for Supplies		\$99.26	
	PO#: 19970	Voucher #:	73732	Invoice	Invoice No: 11821638WSOD	5/10/2024	Paid Amt:	\$99.26	
				E 01	020 255 000 000 430	Open PO for supplies		\$83.54	
	PO#: 19970	Voucher #:	73738	Invoice	Invoice No: 11808366WSID	5/10/2024	Paid Amt:	\$83.54	
				E 01	020 255 000 000 430	Instructional Supp		\$6.95	
	PO#:	Voucher #:	73739	Invoice	Invoice No: 11799767WSID	5/10/2024	Paid Amt:	\$6.95	
				E 01	020 255 000 000 430	Instructional Supp		\$10.19	
	PO#:	Voucher #:	73740	Invoice	Invoice No: 11792019WSID	5/10/2024	Paid Amt:	\$10.19	
							Check Amount:	\$199.94	
0118	chec	106525	03418		LAKESHORE LEARNING MATERIALS		Check		
				E 01	010 412 000 620 433	room divider - blue		\$458.00	
				E 01	010 412 000 372 433	room divider - green		\$1,603.00	
				E 01	010 412 000 620 433	Flex Space Jr Shelving		\$3,297.00	
				E 01	010 412 000 620 433	magnetic display shelves		\$119.97	
				E 01	010 412 000 620 433	shipping		\$821.70	
	PO#: 19926	Voucher #:	73790	Invoice	Invoice No: 424433042224	5/10/2024	Paid Amt:	\$6,299.67	
							Check Amount:	\$6,299.67	
0118	chec	106526	5700		LEFTY'S TENT AND PARTY RENTAL		Check		
				E 01	310 298 114 301 402	Bouncy Houses For Elementary End Of Year C		\$1,197.64	
	PO#: 19951	Voucher #:	73755	Invoice	Invoice No: 05082024	5/10/2024	Paid Amt:	\$1,197.64	
							Check Amount:	\$1,197.64	
0118	chec	106527	6633		MADISON SHEPARD		Check		
				E 04	500 585 000 332 401	coaches pitch t shirts		\$300.00	
				E 04	500 585 000 332 401	coaches pitch hats		\$300.00	
	PO#: 20008	Voucher #:	73789	Invoice	Invoice No: Community Ed	5/10/2024	Paid Amt:	\$600.00	
							Check Amount:	\$600.00	
0118	chec	106528	6613		MEDSURETY		Check		
				E 01	005 110 000 000 299	HSA		\$108.00	
				E 01	005 110 000 000 299	MFSA-HSA		\$3.50	
				E 01	005 110 000 000 299	MFSA		\$24.50	
	PO#:	Voucher #:	73741	Invoice	Invoice No: 31503	5/10/2024	Paid Amt:	\$136.00	
							Check Amount:	\$136.00	
0118	chec	106529	6307		MN DEPT OF PUBIC SAFETY		Check		
				E 01	005 810 000 000 305	FIRE INSPECTION 2/14/24		\$1,613.54	
	PO#:	Voucher #:	73781	Invoice	Invoice No: FM00004756	5/10/2024	Paid Amt:	\$1,613.54	
							Check Amount:	\$1,613.54	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106530	05931		MN GRADUATE SERVICES LTD		Check		
				E 01	020 211 000 000 401		printed diploma inserts	\$179.00	
				E 01	020 211 000 000 401		diploma covers	\$190.00	
				E 01	020 211 000 000 401		honor cords GOLD	\$16.50	
				E 01	020 211 000 000 401		Freight	\$42.50	
PO#: 19848	Voucher #:	73772	Invoice	Invoice No: 393		5/10/2024	Paid Amt:	\$428.00	
							Check Amount:	\$428.00	
0118	chec	106531	4065		NORTHERN STAR COOPERATIVE		Check		
				E 03	005 760 000 720 441		Gasoline	\$2,441.06	
				E 03	005 760 000 720 444		Diesel	\$5,523.82	
PO#:	Voucher #:	73773	Invoice	Invoice No: stmt 4/30/24		5/10/2024	Paid Amt:	\$7,964.88	
			E 01	310 298 069 000 401			Items for PBIS H.S. Class Celebration for Mar	\$168.10	
PO#: 19880	Voucher #:	73774	Invoice	Invoice No: 116904		5/10/2024	Paid Amt:	\$168.10	
							Check Amount:	\$8,132.98	
0118	chec	106532	4632		PEMBERTON SORLIE RUFER &		Check		
				E 01	005 110 000 000 305		April	\$1,757.00	
PO#:	Voucher #:	73771	Invoice	Invoice No: 169		5/10/2024	Paid Amt:	\$1,757.00	
							Check Amount:	\$1,757.00	
0118	chec	106533	04532		POPPLERS MUSIC INC		Check		
				E 01	010 258 105 000 430		MBBB11 Balter Basics Hard Poly Mallets	\$21.49	
				E 01	310 298 410 301 402		PCG Popplers Cork Grease	\$7.80	
				E 01	310 298 410 301 402		YAC1021P Yamaha Trombone Slide Lubricant	\$9.95	
				E 01	310 298 410 301 402		YACAS4C Yamaha Alto Sax Mouthpiece - 4C	\$37.95	
				E 01	310 298 410 301 402		MBBB12 Balter Basics Hard Brass Mallets	\$21.49	
				E 01	310 298 410 301 402		VFSD1 Vic Firth Sticks SD1 General	\$12.99	
				E 01	310 298 410 301 402		VFT1 Vic Firth Timpani Mallet General	\$42.99	
				E 01	310 298 410 301 402		RJA2520 Rico Alto Sax 2; Box of 25 (Reeds)	\$59.95	
				E 01	310 298 410 301 402		RCA2520 Rico Clarinet 2; Box of 25 (reeds)	\$47.95	
PO#: 19967	Voucher #:	73763	Invoice	Invoice No: 2880716		5/10/2024	Paid Amt:	\$262.56	
			E 01	310 298 410 301 402			Srl # 1606037 Selmer 1400 Clarinet Repair	\$50.00	
PO#: 19967	Voucher #:	73764	Invoice	Invoice No: 2880569		5/10/2024	Paid Amt:	\$50.00	
			E 01	310 298 410 301 402			Srl # Q20714 Yamaha Advantage Clarinet Rep	\$40.00	
PO#: 19967	Voucher #:	73765	Invoice	Invoice No: 2880566		5/10/2024	Paid Amt:	\$40.00	
			E 01	310 298 410 301 402			SrL # 34317 Selmer Clarinet Repair	\$76.50	
PO#: 19967	Voucher #:	73766	Invoice	Invoice No: 2880572		5/10/2024	Paid Amt:	\$76.50	
			E 01	020 258 105 000 430			Srl #89097 Selmer CL-300 Clarinet Repair	\$50.00	
PO#: 19967	Voucher #:	73767	Invoice	Invoice No: 2880573		5/10/2024	Paid Amt:	\$50.00	
			E 01	310 298 410 301 402			Srl # 328112A Yamaha YTR2320 Trumpet Rep	\$144.00	
PO#: 19967	Voucher #:	73768	Invoice	Invoice No: 2880561		5/10/2024	Paid Amt:	\$144.00	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106533	04532		POPPLERS MUSIC INC		Check		
				E 01	020 258 105 000 350	00-45996 Terracotta Warriors - Concert Band (\$70.00	
	PO#: 19969	Voucher #:	73769	Invoice	Invoice No: 2882312	5/10/2024		Paid Amt:	\$70.00
				E 01	310 298 410 301 402	VFBD7 Vic Firth Bass Drum Rolling Mallets (p		\$109.99	
	PO#: 19969	Voucher #:	73770	Invoice	Invoice No: 2882545	5/10/2024		Paid Amt:	\$109.99
								Check Amount:	\$803.05
0118	chec	106534	03258		RAPIDS WELDING SUPPLY		Check		
				E 03	005 760 000 720 420	ACET CONTENTS		\$12.00	
				E 03	005 760 000 720 420	OXYGEN		\$22.00	
				E 03	005 760 000 720 420	POLY PROPYLENE		\$5.50	
				E 03	005 760 000 720 420	ARGON/CO2		\$5.50	
	PO#:	Voucher #:	73742	Invoice	Invoice No: 0030043105	5/10/2024		Paid Amt:	\$45.00
								Check Amount:	\$45.00
0118	chec	106535	6546		SAMUEL GREEN		Check		
				E 01	310 298 192 301 402	Prom Chaperone		\$150.00	
	PO#:	Voucher #:	73788	Invoice	Invoice No: Prom	5/10/2024		Paid Amt:	\$150.00
								Check Amount:	\$150.00
0118	chec	106536	05304		SANDSTROM'S		Check		
				E 01	310 298 114 301 402	POPCORN		\$34.44	
	PO#:	Voucher #:	73743	Invoice	Invoice No: 500683	5/10/2024		Paid Amt:	\$34.44
				E 02	005 770 000 705 495	BREAKFAST MILK		\$142.92	
				E 02	005 770 000 701 495	LUNCH MILK		\$185.00	
	PO#:	Voucher #:	73744	Invoice	Invoice No: 497906	5/10/2024		Paid Amt:	\$327.92
				E 02	005 770 000 705 495	BREAKFAST MILK		\$115.50	
				E 02	005 770 000 701 495	LUNCH MILK		\$251.42	
	PO#:	Voucher #:	73745	Invoice	Invoice No: 498987	5/10/2024		Paid Amt:	\$366.92
				E 02	005 770 000 705 495	BREAKFAST MILK		\$109.92	
				E 02	005 770 000 701 495	LUNCH MILK		\$185.00	
	PO#:	Voucher #:	73746	Invoice	Invoice No: 499517	5/10/2024		Paid Amt:	\$294.92
				E 02	005 770 000 701 495	LUNCH MILK		\$166.50	
	PO#:	Voucher #:	73747	Invoice	Invoice No: 499866	5/10/2024		Paid Amt:	\$166.50
				E 02	005 770 000 705 495	BREAKFAST MILK		\$66.00	
				E 02	005 770 000 701 495	LUNCH MILK		\$195.92	
	PO#:	Voucher #:	73748	Invoice	Invoice No: 500303	5/10/2024		Paid Amt:	\$261.92
				E 02	005 770 000 705 495	BREAKFAST MILK		\$165.00	
				E 02	005 770 000 701 495	LUNCH MILK		\$240.50	
	PO#:	Voucher #:	73749	Invoice	Invoice No: 500682	5/10/2024		Paid Amt:	\$405.50
								Check Amount:	\$1,858.12

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106537	6514		SYSCO WESTERN MINNESOTA, INC		Check		
				E 02	005 770 000 701 490 LUNCH			\$185.63	
PO#:	Voucher #:	73750		Invoice	Invoice No: 253622714	5/10/2024	Paid Amt:	\$185.63	
				E 02	005 770 000 705 490 BREAKFAST			\$124.84	
				E 02	005 770 000 701 490 LUNCH			\$415.51	
				E 02	005 770 000 701 401 SUPPLIES			\$115.32	
PO#:	Voucher #:	73751		Invoice	Invoice No: 253622715	5/10/2024	Paid Amt:	\$655.67	
				E 02	005 770 000 705 490 BREAKFAST			\$314.30	
				E 02	005 770 000 701 490 LUNCH			\$636.91	
PO#:	Voucher #:	73752		Invoice	Invoice No: 253618071	5/10/2024	Paid Amt:	\$951.21	
Check Amount:								\$1,792.51	
0118	chec	106538	6146		TC's FOODS INC		Check		
				E 02	005 770 000 705 490 FLOUR			\$7.59	
				E 02	005 770 000 701 490 WATER			\$4.49	
PO#:	Voucher #:	73706		Invoice	Invoice No: 222597	5/10/2024	Paid Amt:	\$12.08	
				E 02	005 770 000 701 490 LETTUCE			\$6.38	
				E 02	005 770 000 705 490 MEAT DEPT			\$3.05	
PO#:	Voucher #:	73707		Invoice	Invoice No: 222968	5/10/2024	Paid Amt:	\$9.43	
				E 02	005 770 000 705 490 MILK			\$14.67	
PO#:	Voucher #:	73708		Invoice	Invoice No: 223517	5/10/2024	Paid Amt:	\$14.67	
				E 02	005 770 000 701 490 LUNCH			\$12.62	
PO#:	Voucher #:	73709		Invoice	Invoice No: 221139	5/10/2024	Paid Amt:	\$12.62	
				E 02	005 770 000 701 401 CASCADE			\$7.85	
PO#:	Voucher #:	73710		Invoice	Invoice No: 221610	5/10/2024	Paid Amt:	\$7.85	
				E 02	005 770 000 701 490 LUNCH			\$11.72	
PO#:	Voucher #:	73711		Invoice	Invoice No: 221868	5/10/2024	Paid Amt:	\$11.72	
				E 02	005 770 000 701 490 ONIONS			\$7.19	
PO#:	Voucher #:	73712		Invoice	Invoice No: 221994	5/10/2024	Paid Amt:	\$7.19	
				E 02	005 770 000 701 490 HOTDOGS & BUNS			\$101.77	
PO#:	Voucher #:	73713		Invoice	Invoice No: 222465	5/10/2024	Paid Amt:	\$101.77	
				E 02	005 770 000 701 490 WATER			\$5.15	
PO#:	Voucher #:	73714		Invoice	Invoice No: 223800	5/10/2024	Paid Amt:	\$5.15	
				E 02	005 770 000 701 490 LUNCH			\$37.50	
PO#:	Voucher #:	73715		Invoice	Invoice No: 224282	5/10/2024	Paid Amt:	\$37.50	
Check Amount:								\$219.98	
0118	chec	106539	6255		REMIT THE SHERWIN WILLIAMS CO., INC		Check		
				E 01	005 810 000 000 350 10 gallons bonding primer for summer painting			\$211.45	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106539	6255	REMIT	THE SHERWIN WILLIAMS CO., INC		Check		
				E 01	005 810 000 000 350 shipping est			\$22.04	
	PO#: 19966	Voucher #:	73776	Invoice	Invoice No: 8447-8	5/10/2024	Paid Amt:	\$233.49	
							Check Amount:	\$233.49	
0118	chec	106540	5619		TK ELEVATOR CORPORATION		Check		
				E 06	005 867 000 000 350 Piston Check Valves and hyd packings replac			\$12,141.97	
	PO#: 19898	Voucher #:	73753	Invoice	Invoice No: 176891	5/10/2024	Paid Amt:	\$12,141.97	
				E 06	005 867 000 000 350 Oil Service per quote Melvin Smith 3-8-24			\$4,531.59	
	PO#: 19865	Voucher #:	73787	Invoice	Invoice No: 6000717721	5/10/2024	Paid Amt:	\$4,531.59	
							Check Amount:	\$16,673.56	
0118	chec	106541	5995	Remit	TWIN CITY HARDWARE COMPANY		Check		
				E 01	005 810 000 000 420 Corridor Door Damage repair parts per quote s			\$698.50	
	PO#: 19833	Voucher #:	73780	Invoice	Invoice No: PSI2256455	5/10/2024	Paid Amt:	\$698.50	
							Check Amount:	\$698.50	
0118	chec	106542	5581		US FOODS INC		Check		
				E 02	005 770 000 705 490 BREAKFAST			\$203.36	
				E 02	005 770 000 701 490 LUNCH			\$774.92	
	PO#:	Voucher #:	73754	Invoice	Invoice No: 4287737	5/10/2024	Paid Amt:	\$978.28	
							Check Amount:	\$978.28	
0118	chec	106543	5042		WORLD'S FINEST CHOCOLATE		Check		
				E 01	310 298 410 301 402 5601WFC - Variety Chocolate Box (60 Count)			\$2,520.00	
				E 01	310 298 410 301 402 9698WFC - Carmel Chocolate Box (60 count)			\$1,080.00	
				E 01	310 298 410 301 402 Shipping and Handling			\$120.00	
	PO#: 19979	Voucher #:	73756	Invoice	Invoice No: 91479474	5/10/2024	Paid Amt:	\$3,720.00	
							Check Amount:	\$3,720.00	
0118	chec	106544	6168		JOHN J. WEIDNER		Check		
				E 02	005 770 000 701 366 Toni Gross			\$190.00	
				E 02	005 770 000 701 366 Angela Surber			\$190.00	
	PO#:	Voucher #:	73799	Invoice	Invoice No: 05162024	5/16/2024	Paid Amt:	\$380.00	
							Check Amount:	\$380.00	
0118	chec	106545	4496		ALEXANDRIA TECHNICAL & COMMUNITY COLLEGE		Check		
				E 01	005 960 324 340 898 Kayleigh Horn			\$1,000.00	
	PO#:	Voucher #:	73841	Invoice	Invoice No: 05/2024	5/24/2024	Paid Amt:	\$1,000.00	
							Check Amount:	\$1,000.00	
0118	chec	106546	6581		ALYSSA ERICKSON		Check		
				E 04	500 505 000 321 305 Consulting Fees			\$840.00	
	PO#:	Voucher #:	73833	Invoice	Invoice No: HAT BAR CLASS	5/24/2024	Paid Amt:	\$840.00	
							Check Amount:	\$840.00	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0118	chec	106547	3296		AMAZON.COM		Check
				E 01	020 400 000 000 430	B004K95PBQ Duracell Coppertop AAA Batteri	\$20.05
				E 01	020 400 000 000 430	B01A5ZIY5C EAI Education Fraction Tiles w/lt	\$48.68
				E 01	020 400 000 000 430	B07RPC47LN Ticonderoga Wood-Cased Penc	\$46.48
				E 01	020 400 000 000 430	B07X11C1SQ Grtard Extra Large Magnetic Cli	\$13.95
				E 01	020 400 000 000 430	B08ZNTT2JN Goody Putty Dazzle Mini .5 oz T	\$12.95
				E 01	020 400 000 000 430	B0B1DF9NVJ Duracell Coppertop AA Batterie	\$18.39
				E 01	020 400 000 000 430	Amazon Shipping Charge	\$0.00
PO#: 19975	Voucher #:	73801	Invoice		Invoice No: 1PMD-9X7P-WL41	5/24/2024	Paid Amt: \$160.50
				E 01	020 400 000 000 430	0545124115 Extra Practice for Struggling Rea	\$9.94
				E 01	020 400 000 000 430	1425814107 180 Days of Science: Grade 4 - L	\$13.99
				E 01	020 400 000 000 430	1596734213 Daily Science, Grade 3 Teacher E	\$18.99
				E 01	020 400 000 000 430	1598572490 High School Transition that Work	\$39.95
				E 01	020 400 000 000 430	1635784034 Humble Math – Measurement Ba	\$7.50
				E 01	020 400 000 000 430	B07XNTS253 Speed Cube Set, Puzzle Cube, S	\$29.99
				E 01	020 400 000 000 430	B09M7WL81S BUNMO Wooden Large Infinity	\$19.98
				E 01	020 400 000 000 430	B0BSFJRXTF Yrissmiss Fidget Toy for Adults,	\$6.29
				E 01	020 400 000 000 430	B0CJBXWCDS ONCOFAN 2 Pack Orbit Ball T	\$9.99
				E 01	020 400 000 000 430	Amazon Shipping Charge	\$0.00
PO#: 19988	Voucher #:	73802	Invoice		Invoice No: 1YMM-QTGF-CGGD	5/24/2024	Paid Amt: \$156.62
				E 01	020 211 000 000 401	Projector Screen and Stand 150 Inch, LEORFI	\$99.99
PO#: 20011	Voucher #:	73803	Invoice		Invoice No: 1W63-MMPH-KLT3	5/24/2024	Paid Amt: \$99.99
				E 01	005 020 000 000 401	B000Y4UM8W Avery Legal-Size Durable 3 Rir	\$14.46
				E 03	005 760 000 720 350	B09286LN5X Under Vehicle Inspection Mirror,	\$74.99
PO#: 20015	Voucher #:	73804	Invoice		Invoice No: 1MF7-QYCJ-Q9WR	5/24/2024	Paid Amt: \$89.45
				E 01	020 255 000 000 430	2 Pack 6.0Ah BL1860B Replacement Battery	\$280.15
				E 01	020 255 000 000 430	Milescraft 5223 Glue Mate 450-15oz. (450ml) l	\$11.98
				E 01	020 255 000 000 430	2450 Lithium batteries 20 pack	\$19.98
				E 01	020 255 000 000 430	1" Foam Paint Brushes	\$39.95
				E 01	020 255 000 000 430	Perfect Stix Disposable Graduated Plastic Mer	\$8.99
				E 01	020 255 000 000 430	Medical Nitrile Exam Gloves, XL	\$31.32
				E 01	020 255 000 000 430	Medical Nitrile Exam Gloves, Large	\$23.49
				E 01	020 255 000 000 430	Pro Grade - Acid Brushes - 144 Count	\$35.80
				E 01	020 255 000 000 430	SAMSFX Fishing Rod Wrapping Thread, 8 Da	\$20.95
				E 01	020 255 000 000 430	SAMSFX Fishing Rod Wrapping Thread, Light	\$20.95
				E 01	020 255 000 000 430	OttLite Folding Task Lamp	\$79.18
				E 01	020 255 000 000 430	MYARTOOL Metallic Marker Pens, Gold and S	\$7.99
				E 01	020 255 000 000 430	Freight	(\$5.59)
PO#: 19992	Voucher #:	73805	Invoice		Invoice No: 1L7T-VMVC-4W7Q	5/24/2024	Paid Amt: \$575.14

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0118	chec	106547	3296		AMAZON.COM		Check
				E 01 010 203 202 000 430	B007VBXB48 Scotch Thermal Laminating Pou		\$15.98
				E 01 010 203 202 000 430	B07NYKNRHD Mead Primary Journal Kinderg		\$97.08
				E 01 010 203 202 000 430	B0922HDPMH Sand Timer Plastic Hourglass,		\$11.98
				E 01 010 203 202 000 430	B0C3M3LM6G ARLTR Dry Erase Markers Bull		\$19.89
				E 01 010 203 202 000 430	B0C4FDTF7W ivoler Adjustable Laptop Stand		\$36.99
				E 01 010 203 202 000 430	Amazon Shipping Charge		\$0.00
PO#: 19958	Voucher #:	73806	Invoice	Invoice No: 1RMY-PYV1-VHW6	5/24/2024	Paid Amt:	\$181.92
			E 01 010 203 202 000 430	DUPLICATE ORDER		\$181.92	
PO#:	Voucher #:	73807	Credit	Invoice No: 1PRN-LFQ1-QMYC	5/24/2024	Paid Amt:	(\$181.92)
			E 01 010 203 202 000 430	MEAD PRIMARY JOURNAL		\$97.08	
			E 01 010 203 202 000 430	SAND TIMER		\$11.98	
			E 01 010 203 202 000 430	THERMAL LAMINATING POUCHES		\$13.44	
			E 01 010 203 202 000 430	ADJUSTABLE LAPTOP STAND		\$34.71	
			E 01 010 203 202 000 430	DRY ERASE MARKERS		\$19.89	
PO#:	Voucher #:	73808	Invoice	Invoice No: 1W63-MMPH-CNK4	5/24/2024	Paid Amt:	\$177.10
			E 01 005 620 000 343 470	House of Harlow		\$7.55	
			E 01 005 620 000 343 470	If Only I Had Told Her		\$9.74	
			E 01 005 620 000 343 470	My Fault (Culpable, 1)		\$8.45	
			E 01 005 620 000 343 470	Your Fault (Culpable, 2)		\$8.71	
			E 01 005 620 000 343 470	Our Fault (Culpable, 3)		\$7.59	
			E 01 005 620 000 343 470	Children of Blood and Bone		\$11.24	
			E 01 005 620 000 343 470	Children of Virtue and Vengeance		\$11.24	
			E 01 005 620 000 343 470	Hockey Girl Loves Drama Boy		\$10.79	
			E 01 005 620 000 343 470	Twelfth Grade Night-Arden High, Book 1		\$14.99	
			E 01 005 620 000 343 470	King Cheer (Arden High)		\$13.79	
			E 01 005 620 000 343 470	The Librarian of Auschwitz: The Graphic Novel		\$19.01	
PO#: 19948	Voucher #:	73809	Invoice	Invoice No: 1GP9-HJW4-P4YJ	5/24/2024	Paid Amt:	\$123.10
			E 01 020 260 000 000 430	Slendor Magnetic Stirrer Hot Plate Mixer 1000		\$357.06	
			E 01 020 260 000 000 430	Estes - 1754 Wizard Flying Model Rocket Bulk		\$79.99	
			E 01 020 260 000 000 430	Silver Nitrate, ACS, 99.9+%, 100g		\$144.95	
			E 01 020 260 000 000 430	Innovating Science Lab-Grade Phenolphthalei		\$45.98	
			E 01 020 260 000 000 430	Innovating Science Laboratory-Grade Univers:		\$24.99	
			E 01 020 260 000 000 430	Estes B4-4 - 2 Packs of 3 for 6 Engines/Motor:		\$119.96	
			E 01 020 260 000 000 430	Estes AVG Rocket Bulk Pack (Pack of 12) - 47		\$78.95	
			E 01 020 260 000 000 430	Remington Industries 28SNSP Magnet Wire, E		\$20.35	
PO#: 19957	Voucher #:	73810	Invoice	Invoice No: 149L-K9P4-NRXF	5/24/2024	Paid Amt:	\$872.23
			E 01 020 260 000 000 430	Laboratory Magnetic Stir Bars PTFE Magnetic		\$22.99	
			E 01 020 260 000 000 430	Amazon Basics 24-Pack D Cell Alkaline All-Pu		\$24.49	

ISD#118 Remer-Longville Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0118	chec	106547	3296		AMAZON.COM		Check
				E 01	020 260 000 000 430	Bonvoisin Digital Lab Scale 600g x 0.01g Prec	\$158.70
				E 01	020 260 000 000 430	1 Carton (10 Pk) of Phydriion Ph Rolls (93) Ful	\$61.39
				E 01	020 260 000 000 430	DIYSELF 300 PCS Exacto Knife Blades 11, Hi	\$14.46
				E 01	020 260 000 000 430	AmScope SE306R-PZ Forward Binocular Ster	\$471.72
				E 01	020 260 000 000 430	80 Pieces Recovery Wadding Aerospace Mod	\$9.79
				E 01	020 260 000 000 430	12 Pack Multi-Function Electronic Digital Sport	\$35.98
				E 01	020 260 000 000 430	ULAB Scientific Glass Beakers, Vol. 1000ml, 3	\$48.96
				E 01	020 260 000 000 430	16.9oz(500ml) Sturdy Glass Beaker, 3.3 Boros	\$53.96
				E 01	020 260 200 000 430	Borosilicate 3.3 Glass Griffin Beaker, Low Forr	\$27.95
				E 01	020 260 000 000 430	ZENFUN 300 Pcs Microscope Slides and Cov	\$41.97
				E 01	020 260 000 000 430	Amazon Basics 8-Pack 9 Volt Alkaline Perform	\$22.78
				E 01	020 260 000 000 430	Amazon Basics 100-Pack AAA Alkaline High-F	\$27.49
				E 01	020 260 000 000 430	Amazon Basics 100-Pack AA Alkaline High-Pe	\$27.49
				E 01	020 260 000 000 430	Power Adapter Compatible with USB C Port M	\$23.94
PO#: 19957	Voucher #:	73811	Invoice	Invoice No:	1XDK-GH4N-CV6J	5/24/2024	Paid Amt: \$1,074.06
			E 01	010 203 206 000 430	B01M69CRE2 Crayola Crayons and Washable	\$57.78	
			E 01	010 203 206 000 430	B0CCNMNLD9 GREZJXC Round Foldable Mc	\$29.99	
			E 01	010 203 206 000 430	Freight	\$9.99	
PO#: 19994	Voucher #:	73847	Invoice	Invoice No:	14XX-4V3K-9NDX	5/24/2024	Paid Amt: \$97.76
			E 01	010 203 206 000 430	B00D5T33M0 Carson Dellosa 36 Pc. Tradition	\$7.05	
			E 01	010 203 206 000 430	B07TT6664Z Scientoy Fidget Toy Set, 35 Pcs	\$19.95	
			E 01	010 203 206 000 430	B096X5WDFD OWLKELA 30 Pack Whiteboar	\$9.98	
			E 01	010 203 206 000 430	B09V2YCYMH 36 Pcs Blue Chair Bands Fidge	\$17.99	
			E 01	010 203 206 000 430	B0C4SLZND2 BURVAGY 36 Packs Kids Scis:	\$29.19	
PO#: 19994	Voucher #:	73848	Invoice	Invoice No:	1P7G-4X4F-D9PW	5/24/2024	Paid Amt: \$84.16
			E 01	005 620 000 343 470	Smoke in the Sun	\$14.83	
			E 01	005 620 000 343 470	Heartless Hunter: The Crimson Moth: Book 1	\$14.98	
			E 01	005 620 000 343 470	Silver Vessels	\$13.73	
			E 01	005 620 000 343 470	Freshman Year (A Graphic Novel)	\$13.90	
			E 01	005 620 000 343 470	The Atlas of Us	\$15.99	
			E 01	005 620 000 343 470	The Cherished	\$19.99	
			E 01	005 620 000 343 470	Promise Boys	\$11.00	
			E 01	005 620 000 343 470	Nigeria Jones: A Novel	\$12.89	
			E 01	005 620 000 343 470	Rapture (Fallen)	\$16.80	
			E 01	005 620 000 343 470	The Stricken	\$17.98	
			E 01	005 620 000 343 470	For Girls Who Walk through Fire	\$18.99	
			E 01	005 620 000 343 470	Thrall: A Dystopian Novel	\$24.99	
			E 01	005 620 000 343 470	If I Go Missing	\$24.95	

ISD#118 Remer-Longville Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106547	3296		AMAZON.COM		Check		
				E 01	005 620 000 343 470	The Poisons We Drink	\$14.24		
				E 01	005 620 000 343 470	So Let Them Burn	\$14.98		
				E 01	005 620 000 343 470	Into the Sunken City	\$15.99		
PO#: 19948	Voucher #:	73849	Invoice		Invoice No: 1FWN-DQYH-DCQD	5/24/2024	Paid Amt:	\$266.23	
				E 01	310 298 114 301 402	B071J7HRJ1 Cheetos Cheese Flavored Snac	\$18.39		
				E 01	310 298 114 301 402	B07LH9YY8F Takis Fuego Mini 25 pc / 1.23 o	\$23.98		
				E 01	310 298 114 301 402	B07RN4QGW2 Loose Leaf Binder Rings 1-Inc	\$15.98		
				E 01	310 298 114 301 402	B083F3NRK2 JOYIN 144 Pcs Slap Bracelets	\$19.98		
				E 01	310 298 114 301 402	B0878JRT72 200 Pcs Reward Punch Cards -	\$39.95		
				E 01	310 298 114 301 402	B08D34T584 Bekayshad Stickers for Water B	\$5.98		
				E 01	310 298 114 301 402	B08GX6BHV6 Zastic! Original Giant Inflatable	\$149.99		
				E 01	310 298 114 301 402	B08HC44TBP JOYIN Arcade Basketball Game	\$39.99		
				E 01	310 298 114 301 402	B09K4GSD1X SWOOC Games - Coney Islan	\$59.93		
				E 01	310 298 114 301 402	B09LTZTH6D XY-WQ 100 Pack Rubber Duck	\$35.90		
				E 01	310 298 114 301 402	B09PD554K9 DOPWQAA 100PCS Push Pop	\$26.86		
				E 01	310 298 114 301 402	B09TKHFBWM 200PCS Teens Hero Stickers	\$8.59		
				E 01	310 298 114 301 402	B09TVYZXNT Zhanmai Transformable Fidget	\$65.98		
				E 01	310 298 114 301 402	B0B74PB6YL Giant 4-in-a-Row Connect Gam	\$71.99		
				E 01	310 298 114 301 402	B0BGQFCDLJ 54 Pack Butter Slime Toy kit, S	\$43.58		
				E 01	310 298 114 301 402	B0BLS9Q59D Choice Marts 100 Multicolor Gc	\$23.58		
				E 01	310 298 114 301 402	B0BVN7N7RH ArtCreativity Elephant Ring Tos	\$17.63		
				E 01	310 298 114 301 402	B0BXY44NY Slow Rising Stress Ball 24 Pac	\$62.60		
				E 01	310 298 114 301 402	B0C14PL6JX SOFLIY 48Pcs Mini Plush Anim:	\$61.98		
				E 01	310 298 114 301 402	B0C32Y8Z52 YAZO 100PCS Random Shoe C	\$23.98		
				E 01	310 298 114 301 402	B0CGR6JSDV Shappy 72 Pcs Warm Color Fi	\$28.99		
				E 01	310 298 114 301 402	B0CJLC2BXQ 4 Pcs Inflatable Reindeer Antle	\$17.99		
				E 01	310 298 114 301 402	B0CN3MPHC8 RING POPS (80 COUNT POP	\$54.99		
				E 01	310 298 114 301 402	B0CX1BCTXD Benresive 300 Pcs Sports Sticl	\$9.88		
				E 01	310 298 114 301 402	B0CYRLLJXD Takis Blue Heat Tortilla Chips -	\$19.99		
				E 01	310 298 114 301 402	Amazon Shipping Charge	\$6.99		
PO#: 19990	Voucher #:	73850	Invoice		Invoice No: 13HT-W4GR-LDYM	5/24/2024	Paid Amt:	\$955.67	
							Check Amount:	\$4,732.01	
0118	chec	106548	5905		BLOOMERS GARDEN CENTER & LANDSCAPING INC		Check		
				E 04	500 585 000 332 401	Flowers and dirt	\$479.36		
PO#: 20001	Voucher #:	73815	Invoice		Invoice No: 306367 & 306179	5/24/2024	Paid Amt:	\$479.36	
							Check Amount:	\$479.36	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106549	6322		BRENT SCHIMEK		Check		
				E 01	310 292 110 000 305	FACILITY SCHEDULER		\$1,500.00	
PO#:	Voucher #:	73855	Invoice		Invoice No: 06/2024	5/24/2024	Paid Amt:	\$1,500.00	
							Check Amount:	\$1,500.00	
0118	chec	106550	4672		BSN SPORTS		Check		
				E 04	500 505 000 321 401	Baseballs safe soft		\$127.98	
				E 04	500 505 000 321 401	Junior Castcher gear		\$159.99	
				E 04	500 505 000 321 401	youth batting helmet black		\$49.98	
				E 04	500 505 000 321 401	Pitching machine		\$199.99	
				E 04	500 505 000 321 401	Baseball Level One		\$127.98	
				E 04	500 505 000 321 401	Freights		\$46.61	
PO#: 19972	Voucher #:	73812	Invoice		Invoice No: 925668084	5/24/2024	Paid Amt:	\$712.53	
				E 04	500 505 000 321 401	Little Brute Batting T		\$119.98	
				E 04	500 505 000 321 401	Freights		\$8.40	
PO#: 19972	Voucher #:	73813	Invoice		Invoice No: 925679429	5/24/2024	Paid Amt:	\$128.38	
				E 01	310 292 110 000 401	2H23 S ROYALTY		\$128.99	
PO#:	Voucher #:	73814	Credit		Invoice No: 16143371	5/24/2024	Paid Amt:	(\$128.99)	
							Check Amount:	\$711.92	
0118	chec	106551	6639		CASSIDY ELHARD		Check		
				E 01	310 298 192 301 402	Eagles Nest Activity		\$100.00	
PO#:	Voucher #:	73834	Invoice		Invoice No: PROM	5/24/2024	Paid Amt:	\$100.00	
							Check Amount:	\$100.00	
0118	chec	106552	6513		COLONIAL LIFE		Check		
				B 01	215 032	District Contribution		\$739.00	
PO#:	Voucher #:	73886	Invoice		Invoice No: 05/2024	5/24/2024	Paid Amt:	\$739.00	
							Check Amount:	\$739.00	
0118	chec	106553	01097		CROW WING COOP POWER & LIGHT		Check		
				E 01	005 810 000 000 332	Electricity		\$32.13	
PO#:	Voucher #:	73836	Invoice		Invoice No: 4/8-5/8/2024	5/24/2024	Paid Amt:	\$32.13	
							Check Amount:	\$32.13	
0118	chec	106554	4397		DELTA DENTAL OF MN		Check		
				E 01	010 203 000 000 291	ELEM RETIREE		\$148.32	
				E 01	020 211 000 000 291	SEC. RETIREE		\$96.42	
				E 01	010 050 000 000 291	ADMIN RETIREE		\$145.86	
				B 01	215 046	DISTRICT CONTRIBUTION		\$2,513.94	
PO#:	Voucher #:	73845	Invoice		Invoice No: CNS0001550399	5/24/2024	Paid Amt:	\$2,904.54	
							Check Amount:	\$2,904.54	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106555	3080		ESC SYSTEMS		Check		
				E 05	005 865 000 363 350			Booster alarm panel at main Fire panel, valida	\$1,576.90
	PO#: 19934	Voucher #:	73838	Invoice	Invoice No: 79161	5/24/2024			
								Paid Amt:	\$1,576.90
								Check Amount:	\$1,576.90
0118	chec	106556	5949		FIRST		Check		
				E 01	020 399 000 313 369			FRC VETERAN TEAM REGISTRATION	\$6,000.00
	PO#:	Voucher #:	73857	Invoice	Invoice No: INV71985	5/24/2024			
								Paid Amt:	\$6,000.00
								Check Amount:	\$6,000.00
0118	chec	106557	03788	R	HILLYARD/HUTCHINSON		Check		
				E 01	005 810 000 000 410			XXL NITRILE GLOVES	\$99.00
	PO#:	Voucher #:	73840	Invoice	Invoice No: 605476886	5/24/2024			
								Paid Amt:	\$99.00
								Check Amount:	\$99.00
0118	chec	106558	01052		HOLKERS DO IT BEST LUMBER		Check		
				E 01	020 255 000 000 430			Instructional Supp	\$36.25
	PO#:	Voucher #:	73883	Invoice	Invoice No: 2405-070801	5/24/2024			
								Paid Amt:	\$36.25
								Check Amount:	\$36.25
0118	chec	106559	5140		INSTITUTE FOR ENVIRONMENTAL ASSESSMENT		Check		
				E 05	005 865 000 352 305			8 site visits	\$775.00
	PO#: 19316	Voucher #:	73839	Invoice	Invoice No: 00052914	5/24/2024			
								Paid Amt:	\$775.00
								Check Amount:	\$775.00
0118	chec	106560	6355		INTERQUEST DETECTION CANINES		Check		
				E 01	005 716 000 342 311			MAY 6TH	\$400.00
	PO#:	Voucher #:	73818	Invoice	Invoice No: 205NM MAY 2024	5/24/2024			
								Paid Amt:	\$400.00
								Check Amount:	\$400.00
0118	chec	106561	05691		ISD #0113		Check		
				E 05	050 400 000 302 570			FY24 QTR 4	\$21,250.00
	PO#:	Voucher #:	73817	Invoice	Invoice No: 3438	5/24/2024			
								Paid Amt:	\$21,250.00
								Check Amount:	\$21,250.00
0118	chec	106562	6638		ISD#695		Check		
				E 01	310 296 310 301 402			Volleyball Activity	\$100.00
	PO#:	Voucher #:	73819	Invoice	Invoice No: JB VB TOURNAMENT	5/24/2024			
								Paid Amt:	\$100.00
								Check Amount:	\$100.00
0118	chec	106563	5358		L&M SUPPLY INC		Check		
				E 01	020 255 000 000 430			OPen PO for supplies	\$142.87
	PO#: 19970	Voucher #:	73816	Invoice	Invoice No: 11834563WSID	5/24/2024			
								Paid Amt:	\$142.87
				E 01	020 255 000 000 430			Instructional Supp	\$99.32
	PO#:	Voucher #:	73882	Invoice	Invoice No: 11853042WSID	5/24/2024			
								Paid Amt:	\$99.32
								Check Amount:	\$242.19

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106564	01095		LAKE COUNTRY POWER		Check		
				E 01	005 810 000 000 332	FOOTBALL LIGHTS		\$49.00	
PO#:	Voucher #:	73820	Invoice	Invoice No:	100000175-4/1-5/1	5/24/2024	Paid Amt:	\$49.00	
				E 01	005 810 000 000 332	BOILER HOUSE		\$15,264.00	
PO#:	Voucher #:	73821	Invoice	Invoice No:	90000204/205-4/1-5/1	5/24/2024	Paid Amt:	\$15,264.00	
				E 01	005 810 000 000 332	ECFE BUILDING		\$711.00	
PO#:	Voucher #:	73822	Invoice	Invoice No:	900000206-4/2024	5/24/2024	Paid Amt:	\$711.00	
				E 01	005 810 000 000 332	NEW SCHOOL		\$11,276.00	
PO#:	Voucher #:	73823	Invoice	Invoice No:	90000203-4/2024	5/24/2024	Paid Amt:	\$11,276.00	
				E 01	005 810 000 000 332	FOOTBALL LIGHTS		\$50.00	
PO#:	Voucher #:	73824	Invoice	Invoice No:	10000176-4/2024	5/24/2024	Paid Amt:	\$50.00	
							Check Amount:	\$27,350.00	
0118	chec	106565	5223		MADISON NATIONAL LIFE		Check		
				B 01	215 036	Ltd Insurance Withholding Payable-Dist		\$1,086.46	
PO#:	Voucher #:	73887	Invoice	Invoice No:	06/2024	5/24/2024	Paid Amt:	\$1,086.46	
							Check Amount:	\$1,086.46	
0118	chec	106566	6633		MADISON SHEPARD		Check		
				E 01	310 298 069 000 401	Eagle Pride T-shirts (3rd Quarter Incentives)		\$190.00	
PO#:	Voucher #:	73881	Invoice	Invoice No:	05232024	5/24/2024	Paid Amt:	\$190.00	
							Check Amount:	\$190.00	
0118	chec	106567	1095		MARCO TECHNOLOGIES LLC		Check		
				E 01	010 203 202 000 580	ELEMENTARY		\$1,337.32	
				E 01	020 211 000 000 580	SECONDARY		\$1,337.32	
				E 01	005 110 371 000 580	DISTRICT		\$1,337.32	
PO#:	Voucher #:	73826	Invoice	Invoice No:	528873565	5/24/2024	Paid Amt:	\$4,011.96	
							Check Amount:	\$4,011.96	
0118	chec	106568	6199		MINNESOTA PETROLEUM SERVICE		Check		
				E 05	005 865 000 349 305	Annual Inspection Underground Fuel Tanks Di		\$556.00	
PO#:	Voucher #:	73843	Invoice	Invoice No:	0000142775	5/24/2024	Paid Amt:	\$556.00	
							Check Amount:	\$556.00	
0118	chec	106569	5222		MRI Software LLC		Check		
				E 01	005 110 000 000 305	E.GRAVES		\$10.00	
				E 01	005 110 000 000 305	T.GREEN		\$20.00	
PO#:	Voucher #:	73825	Invoice	Invoice No:	MRIUS1961438	5/24/2024	Paid Amt:	\$30.00	
							Check Amount:	\$30.00	
0118	chec	106570	5439		NOR-TRAN INC		Check		
				E 01	310 292 150 733 360	TRACK 4/11 & 4/23		\$859.25	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106570	5439		NOR-TRAN INC		Check		
				E 01	310 296 340 733 360	SOFTBALL 4/26		\$368.75	
PO#:	Voucher #:	73832	Invoice		Invoice No: 2056	5/24/2024	Paid Amt:	\$1,228.00	
							Check Amount:	\$1,228.00	
0118	chec	106571	5796		O'REILLY AUTO PARTS		Check		
				E 03	005 760 000 720 350	BRAKE ROTOR		\$110.00	
				E 03	005 760 000 720 350	CERAMIC PADS		\$29.99	
PO#:	Voucher #:	73827	Invoice		Invoice No: 1533-214840	5/24/2024	Paid Amt:	\$139.99	
				E 03	005 760 000 720 420	ABS Sensor		\$40.50	
				E 03	005 760 000 720 420	shipping		\$10.96	
PO#:	Voucher #:	73852	Invoice		Invoice No: 1533-201918	5/24/2024	Paid Amt:	\$51.46	
				E 03	005 760 000 720 350	Strut Assy-F		\$250.00	
				E 03	005 760 000 720 350	Reflex Shock		\$151.08	
PO#:	Voucher #:	73853	Invoice		Invoice No: 1533-215185	5/24/2024	Paid Amt:	\$401.08	
				E 03	005 760 000 720 420	Brake Caliper		\$552.94	
PO#:	Voucher #:	73854	Invoice		Invoice No: 1533-215189	5/24/2024	Paid Amt:	\$552.94	
							Check Amount:	\$1,145.47	
0118	chec	106572	6479		REMIT PAMLICOAIR		Check		
				E 01	005 810 000 000 410	PAMLICO AIR Annual air filter order for AHU's		\$5,203.90	
PO#: 19416	Voucher #:	73837	Invoice		Invoice No: INV080027	5/24/2024	Paid Amt:	\$5,203.90	
							Check Amount:	\$5,203.90	
0118	chec	106573	3306		REMIT PEPSI BEVERAGES CO		Check		
				E 01	310 298 311 301 402	High School Student Activity		\$55.70	
				E 01	310 298 114 301 402	Elem Student Activity		\$55.70	
PO#:	Voucher #:	73828	Invoice		Invoice No: 51404000	5/24/2024	Paid Amt:	\$111.40	
							Check Amount:	\$111.40	
0118	chec	106574	5276		PERRIN MOBILE MEDICAL		Check		
				E 03	005 760 000 720 430	5/14/24		\$180.00	
PO#:	Voucher #:	73851	Invoice		Invoice No: 8427	5/24/2024	Paid Amt:	\$180.00	
							Check Amount:	\$180.00	
0118	chec	106575	05240	R	PIONEER MANUFACTURING CO		Check		
				E 01	310 292 110 000 401	Home Base with shipping est		\$133.02	
PO#: 19993	Voucher #:	73842	Invoice		Invoice No: INV-200038	5/24/2024	Paid Amt:	\$133.02	
							Check Amount:	\$133.02	
0118	chec	106576	2035		REMIT PITNEY BOWES INC		Check		
				E 01	005 110 000 000 329	LEASE PAYMENT		\$450.00	
PO#:	Voucher #:	73829	Invoice		Invoice No: 31066553842	5/24/2024	Paid Amt:	\$450.00	
							Check Amount:	\$450.00	

ISD#118 Remer-Longville Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106577	6616		REMER REPAIR		Check		
				E 03	005 760 000 720 350	Tires, Struts, Shocks, Alignment		\$1,747.09	
PO#:	Voucher #:	73884	Invoice		Invoice No: 1470	5/24/2024	Paid Amt:	\$1,747.09	
				E 03	005 760 000 720 441	Brake Calipare, Check Engine Light		\$257.85	
PO#:	Voucher #:	73885	Invoice		Invoice No: 1469	5/24/2024	Paid Amt:	\$257.85	
							Check Amount:	\$2,004.94	
0118	chec	106578	6038		RHYME UNIVERSITY		Check		
				E 04	500 582 000 338 401	SHIPPING		\$28.94	
PO#:	Voucher #:	73830	Invoice		Invoice No: 4488245A	5/24/2024	Paid Amt:	\$28.94	
							Check Amount:	\$28.94	
0118	chec	106579	5932		SAFARI NORTH WILDLIFE PARK		Check		
				E 01	310 298 114 301 402	K Zoo Fieldtrip		\$175.00	
				E 01	310 298 114 301 402	K Zoo Fieldtrip		\$15.00	
				E 01	310 298 114 301 402	Parakeet		\$87.50	
				E 01	310 298 114 301 402	Adult day ticket		\$10.78	
				E 01	010 206 011 433 369	First Grade Zoo Fieldtrip		\$175.00	
				E 01	010 206 011 433 369	First Grade Zoo Fieldtrip		\$15.00	
				E 01	010 206 011 433 369	adult day ticket		\$10.78	
				E 01	010 206 011 433 369	Parakeet		\$87.50	
PO#: 20025	Voucher #:	73835	Invoice		Invoice No: 000031	5/24/2024	Paid Amt:	\$576.56	
							Check Amount:	\$576.56	
0118	chec	106580	05304		SANDSTROM'S		Check		
				E 02	005 770 000 705 495	BREAKFAST MILK		\$33.00	
				E 02	005 770 000 701 495	LUNCH MILK		\$161.84	
PO#:	Voucher #:	73858	Invoice		Invoice No: 501202	5/24/2024	Paid Amt:	\$194.84	
				E 02	005 770 000 705 495	BREAKFAST MILK		\$115.50	
				E 02	005 770 000 701 495	LUNCH MILK		\$259.00	
PO#:	Voucher #:	73859	Invoice		Invoice No: 501604	5/24/2024	Paid Amt:	\$374.50	
				E 02	005 770 000 705 495	BREAKFAST MILK		\$93.28	
				E 02	005 770 000 701 495	LUNCH MILK		\$148.00	
PO#:	Voucher #:	73860	Invoice		Invoice No: 502174	5/24/2024	Paid Amt:	\$241.28	
				E 02	005 770 000 705 495	BREAKFAST MILK		\$165.00	
				E 02	005 770 000 701 495	LUNCH MILK		\$203.50	
PO#:	Voucher #:	73861	Invoice		Invoice No: 502432	5/24/2024	Paid Amt:	\$368.50	
				E 02	005 770 000 705 495	BREAKFAST MILK		\$43.78	
				E 02	005 770 000 701 495	LUNCH MILK		\$185.00	
PO#:	Voucher #:	73862	Invoice		Invoice No: 503187	5/24/2024	Paid Amt:	\$228.78	
				E 02	005 770 000 705 495	BREAKFAST MILK		\$115.50	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106580	05304		SANDSTROM'S		Check		
				E 02	005 770 000 701 495	LUNCH MILK		\$277.50	
PO#:	Voucher #:	73863	Invoice		Invoice No: 503548	5/24/2024	Paid Amt:	\$393.00	
							Check Amount:	\$1,800.90	
0118	chec	106581	6514		SYSCO WESTERN MINNESOTA, INC		Check		
				E 02	005 770 000 701 490	LUNCH COMMODITIES		\$38.82	
PO#:	Voucher #:	73864	Invoice		Invoice No: 253638438	5/24/2024	Paid Amt:	\$38.82	
			E 02	005 770 000 705 490	BREAKFAST		\$248.99		
			E 02	005 770 000 701 490	LUNCH		\$563.37		
PO#:	Voucher #:	73865	Invoice		Invoice No: 253638439	5/24/2024	Paid Amt:	\$812.36	
			E 02	005 770 000 701 490	LUNCH		\$557.21		
			E 02	005 770 000 701 401	SUPPLIES		\$54.16		
PO#:	Voucher #:	73866	Invoice		Invoice No: 253627920	5/24/2024	Paid Amt:	\$611.37	
			E 02	005 770 000 705 490	BREAKFAST		\$204.12		
			E 02	005 770 000 701 490	LUNCH		\$812.08		
			E 02	005 770 000 701 401	SUPPLIES		\$50.16		
PO#:	Voucher #:	73867	Invoice		Invoice No: 253643289	5/24/2024	Paid Amt:	\$1,066.36	
			E 02	005 770 000 701 490	LUNCH COMMODITIES		\$82.54		
PO#:	Voucher #:	73868	Invoice		Invoice No: 253633613	5/24/2024	Paid Amt:	\$82.54	
			E 02	005 770 000 701 490	LUNCH RETURNS		\$173.86		
PO#:	Voucher #:	73880	Credit		Invoice No: 253644582	5/24/2024	Paid Amt:	(\$173.86)	
							Check Amount:	\$2,437.59	
0118	chec	106582	1389		TAMMY ROGERS		Check		
				E 04	500 505 000 321 305	HAT CLASS REFUND		\$60.00	
PO#:	Voucher #:	73831	Invoice		Invoice No: HAT CLASS REFUND	5/24/2024	Paid Amt:	\$60.00	
							Check Amount:	\$60.00	
0118	chec	106583	6476		UHS PREMIUM BILLING		Check		
				E 01	010 203 000 000 291	Elem Retiree		\$1,910.84	
				E 01	020 211 000 000 291	Sec. Retiree		\$801.87	
				B 01	215 031	District Contribution		\$38,793.44	
PO#:	Voucher #:	73844	Invoice		Invoice No: 686376034214	5/24/2024	Paid Amt:	\$41,506.15	
							Check Amount:	\$41,506.15	
0118	chec	106584	01099		UPPER LAKES FOODS, INC		Check		
				E 02	005 770 000 705 490	BREAKFAST		\$726.95	
				E 02	005 770 000 701 490	LUNCH		\$1,461.70	
				E 02	005 770 000 701 401	SUPPLIES		\$349.22	
PO#:	Voucher #:	73874	Invoice		Invoice No: 453909-00	5/24/2024	Paid Amt:	\$2,537.87	
			E 02	005 770 000 705 490	BREAKFAST		\$129.63		

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0118	chec	106584	01099		UPPER LAKES FOODS, INC		Check		
				E 02	005 770 000 705 490 LUNCH			\$356.10	
PO#:	Voucher #:	73875	Invoice		Invoice No: 450365-00	5/24/2024	Paid Amt:	\$485.73	
				E 02	005 770 000 705 490 BREAKFAST			\$300.73	
				E 02	005 770 000 705 490 LUNCH			\$680.57	
PO#:	Voucher #:	73876	Invoice		Invoice No: 457682-00	5/24/2024	Paid Amt:	\$981.30	
				E 02	005 770 000 701 490 LUNCH			\$274.38	
PO#:	Voucher #:	73877	Invoice		Invoice No: 453910-00	5/24/2024	Paid Amt:	\$274.38	
				E 02	005 770 000 701 490 LUNCH			\$1,293.98	
PO#:	Voucher #:	73878	Invoice		Invoice No: 447000-00	5/24/2024	Paid Amt:	\$1,293.98	
				E 02	005 770 000 705 490 BREAKFAST			\$220.60	
				E 02	005 770 000 701 401 SUPPLIES			\$81.33	
				E 02	005 770 000 701 401 LUNCH			\$252.27	
PO#:	Voucher #:	73879	Invoice		Invoice No: 443419-00	5/24/2024	Paid Amt:	\$554.20	
							Check Amount:	\$6,127.46	
0118	chec	106585	5581		US FOODS INC		Check		
				E 02	005 770 000 705 490 BREAKFAST			\$672.78	
				E 02	005 770 000 701 490 LUNCH			\$426.23	
				E 02	005 770 000 701 490 SUPPLIES			\$56.16	
PO#:	Voucher #:	73869	Invoice		Invoice No: 4849077	5/24/2024	Paid Amt:	\$1,155.17	
				E 02	005 770 000 705 490 BREAKFAST			\$270.92	
				E 02	005 770 000 701 490 LUNCH			\$590.10	
				E 02	005 770 000 701 490 SUPPLY			\$105.79	
PO#:	Voucher #:	73870	Invoice		Invoice No: 4663790	5/24/2024	Paid Amt:	\$966.81	
				E 02	005 770 000 705 490 BREAKFAST			\$283.19	
				E 02	005 770 000 701 490 LUNCH			\$510.51	
				E 02	005 770 000 701 401 SUPPLIES			\$104.63	
PO#:	Voucher #:	73871	Invoice		Invoice No: 4476349	5/24/2024	Paid Amt:	\$898.33	
				E 02	005 770 000 705 490 Food			\$10.06	
PO#:	Voucher #:	73872	Credit		Invoice No: 5906606	5/24/2024	Paid Amt:	(\$10.06)	
				E 02	005 770 000 701 490 Food			\$0.34	
PO#:	Voucher #:	73873	Credit		Invoice No: 5976623	5/24/2024	Paid Amt:	(\$0.34)	
							Check Amount:	\$3,009.91	
0118	chec	106586	6489		VSP INSURANCE CO. (CT)		Check		
				B 01	215 032 DISTRICT CONTRIBUTION			\$85.84	
PO#:	Voucher #:	73846	Invoice		Invoice No: 820498142	5/24/2024	Paid Amt:	\$85.84	
							Check Amount:	\$85.84	

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Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0118	chec	106587	05305	R	WENGER CORPORATION		Check
				E 01	005 810 000 000 401	Alum Legs for graduation stage / projector scr	\$1,087.40
	PO#: 20007	Voucher #:	73856	Invoice	Invoice No: 1857358	5/24/2024	Paid Amt: \$1,087.40
							Check Amount: \$1,087.40
							Report Total: \$233,957.04

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Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
16285	0118	chec		22213	Credit	A	05/13/24	10429	Check	1	1072			COMMUNITY EDUATION		
							0118	R 04 500 505	305 321	040				Tuition fm Patrons	1,015.00	0.00
														Receipt Total:	\$1,015.00	\$0.00
Bigfoot Gas & gifts donation				22214	Credit	A	05/13/24	10432	Check	1	1149			EAGLES NEST		
							0118	R 01 310 298	192 301	096				Eagles Nest Activity	250.00	0.00
														Receipt Total:	\$250.00	\$0.00
5/2/24 deposit				22215	Credit	A	05/13/24	10434	Cash	1	1069			Food Service		
							0118	B 02 230 001						Deferred Revenue	19.75	0.00
														Receipt Total:	\$19.75	\$0.00
4/29-5/1/24				22216	Credit	A	05/13/24	10435	Cash	1	1069			Food Service		
							0118	B 02 230 001						Deferred Revenue	145.75	0.00
														Receipt Total:	\$145.75	\$0.00
5/3/24				22217	Credit	A	05/13/24	10436	Cash	1	1069			Food Service		
							0118	B 02 230 001						Deferred Revenue	8.00	0.00
														Receipt Total:	\$8.00	\$0.00
Prom Tickets				22218	Credit	A	05/13/24	10437	Cash	1	1149			EAGLES NEST		
							0118	R 01 310 298	192 301	096				Eagles Nest Activity	1,020.00	0.00
														Receipt Total:	\$1,020.00	\$0.00
5/6/24				22219	Credit	A	05/13/24	10438	Cash	1	1069			Food Service		
							0118	B 02 230 001						Deferred Revenue	25.00	0.00
														Receipt Total:	\$25.00	\$0.00
Ind. Ed-Drum fee				22220	Credit	A	05/13/24	10439	Check	1	c1			Miscellaneous Customer		
							0118	R 01 310 298	096 301	096				Indian Ed Activity	250.00	0.00
														Receipt Total:	\$250.00	\$0.00
5/7-5/8/24				22221	Credit	A	05/13/24	10440	Cash	1	1069			Food Service		
							0118	B 02 230 001						Deferred Revenue	63.00	0.00
														Receipt Total:	\$63.00	\$0.00
Book Fair - Elem. Llibrary				22222	Credit	A	05/13/24	10441	Cash	1	c1			Miscellaneous Customer		
							0118	R 01 310 298	128 301	096				Elem Lib Activity	1,404.30	0.00
														Receipt Total:	\$1,404.30	\$0.00

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Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount	
16285	0118	chec		22223	Credit A	05/13/24	10442	Check	1	1072	COMMUNITY EDUATION						
						0118	R 04 500 505	305 321	040	Tuition fm Patrons					460.00	0.00	
														Receipt Total:	\$460.00	\$0.00	
5/9/24				22224	Credit A	05/13/24	10443	Check	1	1069	Food Service						
						0118	B 02 230 001			Deferred Revenue					32.00	0.00	
														Receipt Total:	\$32.00	\$0.00	
Northern Lakes Conference				22225	Credit A	05/13/24	10444	Check	1	c1	Miscellaneous Customer						
						0118	R 01 310 292	110 000	096	ACTIVITY					812.75	0.00	
														Receipt Total:	\$812.75	\$0.00	
5/10/24				22226	Credit A	05/13/24	10445	Check	1	1069	Food Service						
						0118	B 02 230 001			Deferred Revenue					43.00	0.00	
														Receipt Total:	\$43.00	\$0.00	
Isd#2				22227	Credit A	05/13/24	10433	Check	1	1003	IND SCH DIST #2						
						0118	B 01 115 000					2086	04/16/24	Invoice	20,347.45	20,347.45	0.00
						0118	B 01 115 000					2087	04/16/24	Invoice	22,175.51	22,175.51	0.00
														Receipt Total:	\$42,522.96	\$0.00	
Lake Country Power scholarship				22228	Credit A	05/13/24	10430	Check	1	c1	Miscellaneous Customer						
						0118	R 01 005 000	314 340	096	Crow Wing Scholarship					1,500.00	0.00	
														Receipt Total:	\$1,500.00	\$0.00	
David Rouse				22229	Credit A	05/13/24	10431	Check	1	1173	NORTHLAND TRAP SHOC						
						0118	R 01 310 298	160 301	096	Trap Shoot Donations/Fundr					100.00	0.00	
														Receipt Total:	\$100.00	\$0.00	
														Deposit Total:	\$49,671.51	\$0.00	
16286	0118	chec															
Deposit for 5/13-5/14				22230	Credit A	05/24/24	10447	Check	1	1069	Food Service						
						0118	B 02 230 001			Deferred Revenue					51.00	0.00	
														Receipt Total:	\$51.00	\$0.00	
				22231	Credit A	05/24/24	10448	Check	1	1072	COMMUNITY EDUATION						
						0118	R 04 500 505	305 321	040	Tuition fm Patrons					180.00	0.00	
														Receipt Total:	\$180.00	\$0.00	

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Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount	
16286	0118	chec															
5/15 deposit			22232	Credit	A	05/24/24	10449	Cash	1	1069	Food Service						
						0118	B 02 230 001				Deferred Revenue				11.00	0.00	
														Receipt Total:	\$11.00	\$0.00	
5/16 deposit			22233	Credit	A	05/24/24	10450	Cash	1	1069	Food Service						
						0118	B 02 230 001				Deferred Revenue				143.00	0.00	
														Receipt Total:	\$143.00	\$0.00	
chocolate fundraiser			22234	Credit	A	05/24/24	10451	Cash	1	1073	BAND I						
						0118	R 01 310 298	410 301 096			Band Activity				240.00	0.00	
														Receipt Total:	\$240.00	\$0.00	
			22235	Credit	A	05/24/24		Check	1	1183	TRUE NORTH STARS PEI						
						0118	B 01 115 000					2084	04/12/24	Invoice	948.78	948.78	0.00
														Receipt Total:	\$948.78	\$0.00	
5/17-5/21 deposit			22236	Credit	A	05/24/24	10457	Check	1	1069	Food Service						
						0118	B 02 230 001				Deferred Revenue				146.00	0.00	
														Receipt Total:	\$146.00	\$0.00	
Drum Fees			22237	Credit	A	05/24/24	10459	Check	1	1129	NORTHLAND INDIAN EDL						
						0118	R 01 310 298	096 301 096			Indian Ed Activity				100.00	0.00	
														Receipt Total:	\$100.00	\$0.00	
5/22 deposit			22238	Credit	A	05/24/24	10460	Cash	1	1069	Food Service						
						0118	B 02 230 001				Deferred Revenue				12.00	0.00	
														Receipt Total:	\$12.00	\$0.00	
5/23 deposit			22239	Credit	A	05/24/24	10461	Cash	1	1069	Food Service						
						0118	B 02 230 001				Deferred Revenue				1.00	0.00	
														Receipt Total:	\$1.00	\$0.00	
San Antonio Trip - Lenny C.			22240	Credit	A	05/24/24	10462	Check	1	1072	COMMUNITY EDUATION						
						0118	R 04 500 505	305 321 040			Tuition fm Patrons				170.00	0.00	
														Receipt Total:	\$170.00	\$0.00	
M.Doro- remainder of the year			22241	Credit	A	05/24/24	10446	Check	1	1070	RETIRE/DEDUCT:						
						0118	E 01 005 020	000 000 291			Retired Emp Benefit				867.78	0.00	
														Receipt Total:	\$867.78	\$0.00	

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Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
16287	0118	chec														
	Wright Ins-Van repair@Procopio		22252	Credit	A	05/30/24	10464	Check	1	c1						
						0118	R 03 005 000 000	720	625	Insurance Recovery					2,833.98	0.00
										Miscellaneous Customer						
														Receipt Total:	\$2,833.98	\$0.00
														Deposit Total:	\$3,654.74	\$0.00
16288	0118	chec														
	Impact Aid Payment		22253	Credit	A	05/02/24	05022024	Wire	1	C1						
						0118	R 01 005 000 000	175	506	Impact Aid					10,567.00	0.00
										Miscellaneous Customer						
														Receipt Total:	\$10,567.00	\$0.00
														Deposit Total:	\$10,567.00	\$0.00
16289	0118	chec														
	Food Svc Online payments		22254	Credit	A	05/31/24		Wire	1	1069						
						0118	B 02 230 001			Food Service					141.79	0.00
										Deferred Revenue						
														Receipt Total:	\$141.79	\$0.00
														Deposit Total:	\$141.79	\$0.00
16290	0118	chec														
	Cass Cty Advance		22255	Credit	A	05/24/24	05242024	Wire	1	1097						
						0118	R 01 005 000 000	000	001	Taxes					798,072.72	0.00
										CASS COUNTY AUDITOR						
														Receipt Total:	\$798,072.72	\$0.00
														Deposit Total:	\$798,072.72	\$0.00
16291	0118	2														
	Elsa Payment		22256	Credit	A	05/02/24	10939409	Wire	1	MDE						
						0118	R 04 500 582 000	337	300	Pathways II					4,687.50	0.00
										Minn Dept of ED						
														Receipt Total:	\$4,687.50	\$0.00
														Deposit Total:	\$4,687.50	\$0.00
16292	0118	2														
			22257	Credit	A	05/03/24	10940795	Wire	1	MDE						
						0118	R 01 005 000 011	424	400	Federal Aids & Grant					2,416.34	0.00
										Minn Dept of ED						
														Receipt Total:	\$2,416.34	\$0.00
														Deposit Total:	\$2,416.34	\$0.00

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Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
16293	0118	2														
Sped Tuition Bill Reim																
			22258	Credit	A	05/03/24	10940796	Wire	1	MDE						
						0118	R 01 005 000	000 740	360	Special Ed Aid					817.63	0.00
														Receipt Total:	\$817.63	\$0.00
														Deposit Total:	\$817.63	\$0.00
16294	0118	2														
MN North College																
			22259	Credit	A	05/08/24	10944055	Wire	1	MDE						
						0118	R 01 005 000	000 000	099	Misc Revenue					6,408.73	0.00
														Receipt Total:	\$6,408.73	\$0.00
														Deposit Total:	\$6,408.73	\$0.00
16295	0118	2														
MA IEP																
			22260	Credit	A	05/08/24	10944056	Wire	1	MDE						
						0118	R 01 005 000	000 372	071	Med Assist Fr Dept of HS					4,665.07	0.00
														Receipt Total:	\$4,665.07	\$0.00
														Deposit Total:	\$4,665.07	\$0.00
16296	0118	2														
FNS state spec Milk																
			22261	Credit	A	05/09/24	10945025	Wire	1	MDE						
						0118	R 02 005 770	000 703	300	STATE SPECIAL MILK					72.80	0.00
														Receipt Total:	\$72.80	\$0.00
														Deposit Total:	\$72.80	\$0.00
16297	0118	2														
IDEAS payment																
			22262	Credit	A	05/15/24	10949892	Wire	1	MDE						
						0118	R 01 005 000	000 000	211	Gen Ed/Spar/Pen Adj Aid					294,757.46	0.00
						0118	R 01 005 000	000 740	360	Special Ed Aid					14,963.83	0.00
														Receipt Total:	\$309,721.29	\$0.00
														Deposit Total:	\$309,721.29	\$0.00
16298	0118	2														
ELSA PATHWAY II																
			22263	Credit	A	05/23/24	10956480	Wire	1	MDE						
						0118	R 04 500 582	000 337	300	Pathways II					4,687.50	0.00
														Receipt Total:	\$4,687.50	\$0.00
														Deposit Total:	\$4,687.50	\$0.00

ISD#118 Remer-Longville

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
16299	0118	2														
IDEAS & FNS			22264	Credit	A	05/30/24	10961452	Wire	1	MDE						
				0118	R	01	005 000 000 000	211		Gen Ed/Spar/Pen Adj Aid				140,837.31		0.00
				0118	R	01	005 000 000 756	360		Special Ed Aid				19,501.57		0.00
				0118	R	01	005 000 000 740	360		Special Ed Aid				72,972.50		0.00
				0118	R	02	005 770 000 701	472		Spec Asst-Need Ch				18,583.95		0.00
				0118	R	02	005 770 000 701	471		Federal Lunch Aid				1,930.80		0.00
				0118	R	02	005 770 000 701	471		Federal Lunch Aid				386.16		0.00
				0118	R	02	005 770 000 705	476		Federal Breakfast				9,429.42		0.00
				0118	R	02	005 770 000 701	300		STATE SCH LUNCH				603.36		0.00
Receipt Total:														\$264,245.07		\$0.00
Deposit Total:														\$264,245.07		\$0.00
16300	0118	2														
TITLE I REIM			22265	Credit	A	05/31/24	10962967	Wire	1	MDE						
				0118	R	01	005 000 000 401	400		TITLE I				24,519.89		0.00
Receipt Total:														\$24,519.89		\$0.00
Deposit Total:														\$24,519.89		\$0.00
16301	0118	2														
FIN 424 REIM			22266	Credit	A	05/31/24	10962968	Wire	1	MDE						
				0118	R	01	005 000 011 424	400		Federal Aids & Grant				357.16		0.00
Receipt Total:														\$357.16		\$0.00
Deposit Total:														\$357.16		\$0.00
Report Total:														\$1,488,861.30		\$0.00

Northland Community Schools ISD# 118
FY 2024 Through May 2024

2023-2024
 EXP/REV Report
 May 2024

EXPENDITURES	REVISED						
	Actual 2022-23 Expenses	Budget 2023-24 Expenses	YTD May 2022-23 Expenses	YTD May 2023-2024 Expenses	% of 2022-23 Budget	May FY '23 vs May FY '24 Difference	% of 2023-24 Budget
Fund							
General Fund (01)	8,364,263	7,882,594	6,903,248	6,310,073	82.5%	(593,175)	80.1%
Administrative & Support Svc	762,662	703,072	735,342	657,021	96.4%	(78,321)	93.4%
Regular Instruction	3,290,332	3,509,184	2,525,190	2,600,659	76.7%	75,469	74.1%
Vocational Instruction	65,300	106,645	32,274	78,123	49.4%	45,849	73.3%
Special Education Inst	1,177,808	1,313,768	931,900	1,032,876	79.1%	100,976	78.6%
Instructional Support	567,211	378,440	358,837	330,837	63.3%	(28,000)	87.4%
Pupil Support	1,615,159	536,883	1,554,816	372,168	96.3%	(1,182,648)	69.3%
Sites & Buildings	813,467	1,279,602	710,557	1,183,531	87.3%	472,974	92.5%
Fiscal & Other Fixed Costs	72,324	55,000	54,331	54,858	75.1%	527	99.7%
Food Service (02)	294,291	297,884	259,078	307,958	88.0%	48,880	103.4%
Transportation (03)	551,332	594,706	547,766	626,749	99.4%	78,983	105.4%
Community Service (04)	360,001	362,878	241,330	230,249	67.0%	(11,082)	63.5%
Capital Outlay (05)	265,929	140,750	239,957	166,271	90.2%	(73,685)	118.1%
Construction (06)	471,182	529,295	470,583	380,767	99.9%	(89,816)	71.9%
Debt Service (07)	1,685,771	1,761,075	1,685,771	1,756,659	100.0%	70,887	99.7%
Total	11,992,769	11,569,182	10,347,732	9,778,725	86.3%	(569,007)	84.5%
Total Funds 01, 03 & 05	9,181,524	8,618,050	7,690,970	7,103,093	83.8%	(587,877)	82.4%
REVENUE	Actual *	Budgeted	YTD May	YTD May	% of	May FY '23	% of
Fund	2022-23	2023-24	2022-23	2023-2024	2022-23	vs May FY '24	2023-24
	Revenue	Revenue	Revenue	Revenue	Budget	Difference	Budget
General Fund (01)	8,257,272	7,891,821	8,001,284	7,768,075	96.9%	(233,209)	98.4%
Food Service (02)	321,044	249,549	214,825	248,973	66.9%	34,147	99.8%
Transportation (03)	405,293	375,081	6,582	6,898	1.6%	316	1.8%
Community Service (04)	254,749	276,415	190,051	180,653	74.6%	(9,398)	65.4%
Capital Outlay (05)	270,835	307,730	-	-	0.0%	-	0.0%
Construction (06)			-	-	#DIV/0!	-	#DIV/0!
Debt Service (07) & (47)	1,639,577	1,778,746	638,119	627,450	38.9%	(10,670)	35.3%
Trust (08) & (25) & (10) & (18)	54	100	40	54	73.2%	14	53.7%
Total	11,148,825	10,879,442	9,050,901	8,832,101	81.2%	(218,800)	81.2%
Total Funds 01, 03 & 05	8,933,401	8,574,632	8,007,866	7,774,973	89.6%	(232,893)	90.7%

FY24 UPDATED TO REVISED BUDGET

Adopted: 1/17/02
Revised: 09/19/02
06/19/03, 02/2008
Reviewed: 11/16/17, 02/27/23, 4/26/24

450A. LEAVE DONATION

I. PURPOSE

Any Northland Community Schools employee who ~~accrues vacation time, and/or special leave or has personal leave may~~ benefit time, including vacation, personal or special leave and/ or sick leave, may elect to donate a portion of that time to another Northland Community Schools employee. The leave donation program will only be utilized in catastrophic medical situations and only with approval of the Superintendent. ~~Personal leave does not accrue.~~

~~Therefore, only~~ Only currently available benefit time, personal leave may be donated to a currently identified need. It may not be donated toward future needs.

II. GENERAL STATEMENT OF POLICY

1. ~~A Northland~~ A Northland Community Schools employee with available benefit time earned vacation, personal leave or special leave may voluntarily donate their ~~accrued~~ vacation, sick, personal leave days, or special leave days to another Northland Community Schools employee.
2. Once time is donated it cannot be retrieved and will be banked for a specific employee. Donated time can only be utilized when all other sources of the recipient have been exhausted, i.e., personal leave, vacation, sick leave, and only for the approved medical situation.
3. The dollar value of the leave donated, based on the donators hourly pay, will be established and placed in a reserve for the recipient to draw down upon. When the recipient uses the leave, the reserve will be reduced based on the recipient's rate of pay.
4. The maximum number of days that can be utilized in a ~~12-month~~ 12-month period by a recipient is 20 days. Requests for additional usage must be approved by the School Board.
5. In the event of death of the employee, any remaining hours will be divided equally among others eligible to receive donations, if any. If no one else is then eligible to receive the hours credit, all remaining hours will be transferred to a general pool to be credited to the next employee who becomes eligible to receive donations.
6. Requests for donated vacation benefit time ~~or leave days~~ are subject to approval by the Superintendent.
7. Donated time will only be converted into sick leave.
8. No solicitation of hours directly from any employee will be allowed. Donations will remain confidential in an effort to reduce pressure employees might feel if they choose not to participate

III. PROCEDURE

1. The Superintendent and supervisory staff will provide memorandums for posting and to advise employees of a need for donated hours.
2. A ~~vacation or personal leave day~~Leave Donation donation authorization form will be available from the ~~Central-District~~ Office and must be signed and returned to that office before a donation can be effective.

Vacation Day:

~~Persons~~A person's hourly rate of pay times length of day or in hours. Time subtracted from balance.

Personal Day:

A Staff member's daily hourly rate of pay times hours donated. The amount of time donated is subtracted from the amount of personal leave for which that person would be eligible.

Special Leave:

Available from certified staff. Daily rate of pay minus cost of sub. Special Leave day subtracted from balance.

Define sick time as medical condition

540 COMPLAINTS AND/OR QUESTIONS TO COACHES ABOUT GAMES/ACTIVITIES

I. PURPOSE

Parents and students questioning coaches about game decisions.

II. GENERAL STATEMENT OF POLICY

It is ISD 118's position that such questions should not be addressed to coaches during and/or immediately after a game, wait 24 hours to address it.

Such questions ~~should be brought to the Athletic Director no earlier than the morning following the game.~~ follow the chain of command

~~If necessary, The~~ AD will set up a meeting with the coach. An administrator needs to be at the meeting.

Parents will only address matters involving their child. No other students will be discussed unless that student's parent is present.

The building administrator may be available upon request if needed to help facilitate at the meeting to ensure all parties conduct themselves appropriately~~will monitor the meeting to make certain that all participants at the meeting conduct themselves appropriately.~~

Please follow the proper chain of command when addressing concerns about the activity.

1. Team Captains
2. Respective Level Coach
3. Head Coach
4. Activities Director
5. High School Principal
6. Superintendent
7. School Board

Adopted: 2/08
Revised: 04/26/24
Reviewed: 12/11/18

670 GIFTED & TALENTED Acceleration Policy

I. PURPOSE

It is the policy of Independent School District #118 that students shall generally be promoted with their age groups.

ACCELERATION

Should consideration be given for accelerating a student, the following characteristics shall be studied: level of academic success, achievement testing data, learning potential, age, physical size, self esteem, maturity, emotional stability, attendance, physical health, grade level expectations, teacher recommendations and feedback from the student and parent/guardian.

A. The person requesting acceleration consideration should present their request in the form of a letter to the building principal, who will inform the district Student Teacher Assistant Team (STAT) coordinator.

B. The Student Teacher Assistant Team (STAT) coordinator will gather and analyze information related to the characteristics of the student in relation to:

1. others in current grade

2. others in the grade level of acceleration request.

C. The decision to accelerate will be made by a committee.

1. The Iowa Acceleration Scale (IAS), Third Edition, will be used to Guide the conversation about acceleration. A recommendation to accelerate requires a minimum of forty-six points on the IAS.

2. The grade level acceleration request will be evaluated by a Committee comprised of School Administrators, current teacher of the student, teacher at the grade level to which the student may be accelerated, parent(s)/guardian(s) of student, school psychologist, and Student Teacher Assistant Team (STAT) coordinator. The committee shall be responsible for the final decision and will provide a written explanation to the person that made the request to accelerate the student as to whether the student will be accelerated or remain at the current grade level. The written decision shall become a part of the student's permanent file.

I. ——— PURPOSE

~~—The purpose of this policy is to assure consistent district practices in the acceleration of students who demonstrate exceptional achievement, and to provide guidelines when acceleration is being considered. Acceleration is the practice of grade-skipping students based on exceptional school performance. Acceleration of a student who achieve at exceptional levels on local and state standards/assessments may only be considered when professional staff and/or family agree that it is in the best interest of the student. Academic achievement, emotional development, maturity and educational best practices shall all be part of this decision-making process.~~

~~H. GENERAL STATEMENT OF POLICY:~~

~~—ISD #118 believes that each student should be allowed to progress through a developmentally appropriate curriculum based on student needs, state and national standards. Curriculum, instruction, and time must be adjusted to the extent possible to meet the unique needs of the gifted population, while at the same time maintaining consistent district wide standards of high academic excellence for all students. Options of clustering, accelerated course work, as well as grade skipping, should all be options open to students with exceptional needs.~~

~~III. RESPONSIBILITIES:~~

~~—Students, staff and family are responsible for supporting their learners by being active participants in the learning process. The task of students is to pursue educational progress by engaging in appropriate opportunities with diligence, creativity, dedication, and regular attendance. The staff is responsible to delineate clear descriptions of expectations for students as well as differentiate instruction to allow for students' needs at every level. The family must assure that the student comes to school ready to learn, respects staff and fellow students, and values learning.~~

~~—The task of the principal, gifted and talented contact, student, and student's family is to assure the development and utilization of an effective communication system that links students, staff and families.~~

~~IV. GUIDELINES~~

- ~~1. Acceleration decisions must involve a comprehensive team which must include student, parent, gifted and talented contact, classroom teacher/s, building principal and counselor.~~
- ~~2. The gifted and talented contact and the principal will maintain communication with the team during the evaluation period and throughout programming.~~
- ~~3. The assignment of students is the legal prerogative of the superintendent of school or designee.~~

- ~~4. Families have a right to appeal the team's decision to the superintendent or designee.~~
- ~~5. The Iowa Acceleration Scale must be completed by the gifted and talented contact/principal.~~
- ~~6. The Acceleration evaluation process will involve the analysis of several tests; ability tests (general problems solving not related to school), aptitude, problem solving related to school, achievement—(school based learning of specific content.~~
- ~~7. Upon determination of acceleration, the team is responsible for writing an individual Learning Plan (ILP) to be implemented.~~

~~V. PROCEDURES~~

- ~~1. An acceleration referral is made to the building principal by family or staff member based on the concern over the student's lack of challenging opportunities at the current grade level.~~
- ~~2. The building principal convenes a comprehensive team to include the building principals, counselor, school psychologist, classroom teacher, family and gifted and talented contact. The team will initiate the Acceleration process.~~
- ~~3. If acceleration is a consideration, written approval is obtained from the family for the assessment process to begin.~~
- ~~4. District talented and gifted contact or designee, will administer appropriate assessments that are included on the Iowa Acceleration Scale (IAS) form.~~
- ~~5. In addition to the Iowa Acceleration Scale, acceleration decisions must consider carefully the questions which follow. Each question should be examined to determine the student's school success before acceleration is recommended.~~
 - ~~How would you describe the student's emotional adjustment and stability?~~
 - ~~Are the student's emotional patterns and responses appropriate for acceleration?~~
 - ~~How would you describe the student's social maturity?~~
 - ~~What are the characteristics of the student's friends? At what grade level are friends?~~
 - ~~What are the family's feelings about acceleration?~~
 - ~~Are you aware of the student's aptitudes, intellectual ability, special talents and achievements?~~

- ~~Are any curriculum enrichment possibilities available or feasible?~~
- ~~How will acceleration benefit the student?~~
- ~~Of what importance, if any, is the student's physical maturation?~~
- ~~What impact might acceleration have on the student's self-concept and motivation?~~
- ~~What will be the "ripple" effect of acceleration at other educational levels?~~
- ~~How does the student handle: decision making, change, advanced content, stress?~~
- ~~What is the student's reading ability? What kind of material does he/she choose to read?~~
- ~~What is the student's motivation to succeed?~~
- ~~How will acceleration impact the student's time?~~
- ~~What is the probable impact of acceleration of the student's movement through the Minnesota Academic Standard?~~
- ~~What are the negative ramifications of a decision to accelerate?~~
- ~~Does the student demonstrate a high degree of persistence?~~
- ~~What considerations need to be given concerning the impact on siblings who may be in the same grade level upon acceleration?~~

- ~~6. The team will hold a conference to discuss the results of the assessments and develop an educational plan for the student.~~
- ~~7. If acceleration is determined not to be appropriate, the team will write an academic support plan, which the classroom teacher and the gifted and talented contact will enforce through implementation. The building principal will place a copy of the Iowa Acceleration Scale (IAS) and all assessment results into the student's cum file.~~
- ~~8. If the acceleration is determined to be appropriate, the team will write an academic support plan to provide for the student's needs in the next grade level. Student and family will become familiar with programming that will be missed as a result of acceleration. The building principal will place a copy of the Iowa Acceleration Scale (IAS) and summary into the student's cum file.~~
- ~~9. A formal documentation of acceleration will be placed in the student's cum file.~~
- ~~10. The student's progress will be monitored at intervals deemed appropriate by the team.~~

The student and family have the right to request a return to the original grade after three weeks.

Northland Community Schools

Independent School District #118



School Board Report

Date: 06/12/24

Report Submitted by: Janessa Green (Elementary Principal)

DISTRICT MISSION STATEMENT: *To educate and inspire all learners to reach their full potential.*

Celebrations:

- **Elementary - End of Year**
 - Track and Field Day
 - End of Year Carnival - put on by PBIS and Student Leadership

Updates:

- READ Act
 - Chosen PD = LETRS (discussion agenda item)
- Math Curriculum Committee - Materials have now been distributed to teachers - waiting to hear back about what day will be our initial training in August
- Science/Industrial Technology Committee - Starting to gather a team to develop a timeline for curriculum review cycle. STEAM teacher is meeting with Sourcewell consultant and elementary teachers to develop a plan for covering MN Science standards

PBIS:

DATA from 9/5/23 - 06/04/24

Total Number of Students: 168

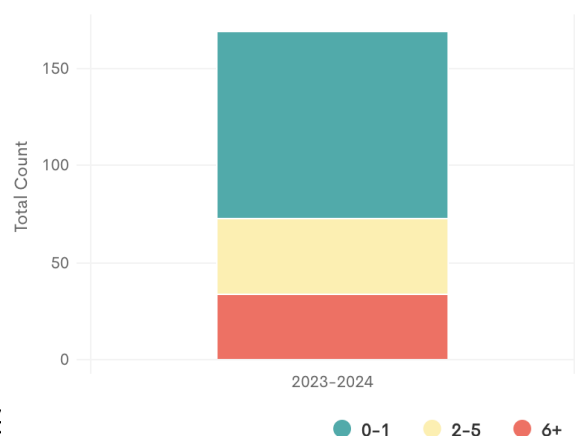
Total Number of Referrals for Year: 537

Tier 1: Students with 0 or 1 referral: 56.80%

Tier 2: Students with 2 to 5 referrals: 23.08%

Tier 3: Students with 6+ referrals: 20.12%

17 students account for 297 out of 537 ODRs (55.31%)

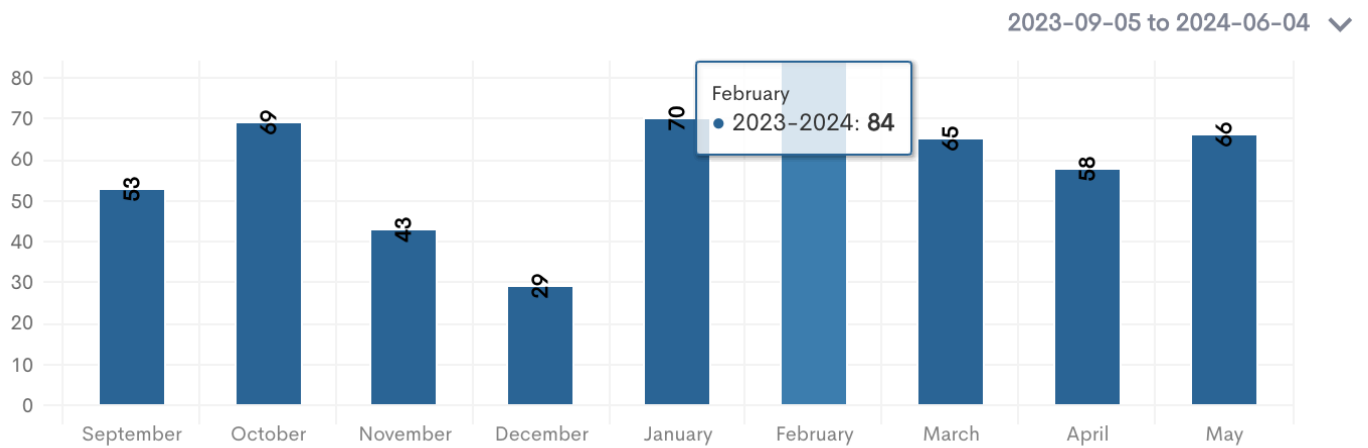


Total Number of Referrals for May= 66

Top 5 Behaviors

- Minor Aggressive Act = 18
- Defiance/Disrespect/Non-Compliance = 9
- Chronic Level 2 = 9
- Disruption = 5
- Technology Violation = 5

Total Number of Referrals Per Month



Proposals:

Northland Community Schools

Independent School District #118



School Board Report

Date: 06/12/24

Report Submitted by: Janessa Green (Activities Director)

DISTRICT MISSION STATEMENT: *To educate and inspire all learners to reach their full potential.*

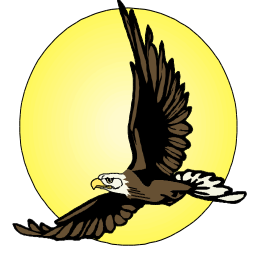
Celebrations:

- Softball
 - The softball team ended their season 17-6. They went 6 games into playoffs and ended with a loss to Kelliher/Northome
- Baseball
 - The baseball team ended their season 3-15. They lost their first playoff game against Mille Lacs.
- Track
 - Track had a great season, with every participant breaking their PRs. They sent 4 athletes to sections. Dylan went to state in the 400 hundred and finished 16th overall.

Updates:

- Volleyball Co-Op Update
 - Still have 1 JH coach opening
- Storm Co-Op Update
 - Hill City is offering the AD position to an applicant next week.
- **Academic, Athletic, and Activities Banquet was really successful.**
- Open Positions
 - JH Volleyball (apply with Hill City)
 - JH Track and Field

Proposals:



Northland Community Schools

Independent School District #118

School Board Report

Date: June 2024

Community Education

Report Submitted by: Jennifer Welk

MISSION: Northland Community Education ties local strengths, culture and resources Together to promote and provide life-long learning for all members of our community.

Celebrations:

- Swimming lessons will Run June 24-27th.
- Coaches' pitch and Softball start this week.
- Pacesetters basketball camp has been cancelled because there is not enough interest.
- The Fitness Center has had some new members joining recently. We have about 40 active members right now.
- Robotics camps are coming up in August.
- The San Antonio trip has 20 participants and needs 30 for the trip to be able to go.

-

- **Concerns:**

None at this time

School Board Meeting
Dean of Students Report
June 2024

* Finished school year strong. Last couple weeks died down with behaviors after they ramped up in May a bit.

* Since Vape Education Training, our vape detectors have gone off significantly less. Could be a coincidence, but the timing is right on.

* Most common behaviors this month: defiance/disrespect, dress code, excessive swearing

* Phone policy seemed to work fairly well this year – at least to the point where they weren't distractions in class. Students still struggled leaving them in their lockers.

* In School Suspension worked well this year as a consequence, especially for those voicing that they wanted an out of school suspension. Thank you to the teachers who were willing to take students in their rooms!

Northland Community Schools

FY 2025 Proposed Budget

June 12, 2024

FY25 Proposed Budget Includes:

- Student numbers using carry over from 2024 school year
- New bus with a lease to own payment rather than paid in full
- \$50,000 for a Type III vehicle (typically a van)
- Payment for Armour bus radios
- Known staffing changes to date
- Delayed Science Curriculum purchase until July 2026
- As we learn more through the fall, we can always do a revision as needed

Fund Description	Expenditures	
General Fund		\$7,577,194
Food Service		\$377,146
Transportation		\$732,216
Community Education		\$270,255
Capital and Health/Safety		\$172,850
LTFM Fund 06 From Bond Sale		\$80,000
Debt Service		\$1,762,549
Total Expenses		\$10,972,210
	Revenues	
General Fund		\$7,639,802
Food Service		\$299,520
Transportation		\$365,470
Community Education		\$257,971
Capital & Health/Safety		\$264,448
Construction (from Bond Sale LTFM)		\$0
Debt Service		\$1,762,731
Scholarship		\$60
Total Revenue		\$10,590,002
Report Total		-\$382,208 Deficit in overall funds
Funds 01,03,05 Net		-\$212,540 Deficit in Funds <u>01, 03, 05</u>

Recent changes since March 2024

March Estimated FY25	-\$59,976.00	Funds 01, 03, 05 Deficit
June FY 25 Proposed Budget	-\$212,540	Funds 01, 03, 05 Deficit
	-\$152,564	Difference from March Estimates
		Explanations
	\$35,000	Work Comp Added Obj 270
	\$62,500	MSEA Health Increases
	\$4,260	MSEA Dental Increases
	\$2,150	403b Increases
	\$8,500	Para to Para II change
	\$30,778	New non verbal student para
	\$10,000	Estimated Drivers additional 5.2% increase
	\$153,188	Total of List

Northland Community Schools Strategic Plan | 2024-2029

BELIEF STATEMENTS

We believe:

- that education excellence requires effective leadership, high expectations, teamwork, and the responsible utilization of resources;
- that learning begins at birth;
- in having high expectations for everyone in the school district;
- that learning occurs best in a safe, nurturing, [welcoming](#), and respectful environment;
- that [family](#) engagement is key to the success of the school;
- in providing enrichment opportunities for everyone;
- in fostering collaborative community [efforts](#); and
- that integrity, trust, and transparency are foundational to the educational process.

MISSION STATEMENT

The mission of the Northland Community Schools is to:

Educate and inspire all learners to reach their full potential.

VISION STATEMENT

Through unified family, community, and school relationships, Northland Community Schools will, by providing a rigorous, relevant, and engaging curriculum, ensure that all students have the opportunity to acquire the necessary skills to achieve their potential, become productive community members, and value life-long learning.



FOCUS AREA	GOALS	OBJECTIVES
STUDENT ACHIEVEMENT AND STUDENT SUPPORT	1. We will achieve the goals of World's Best Workforce (WBWF) World's Best Workforce for all students in the school district.	1.1 Annually evaluate the success of meeting the five goals of the WBWF World's Best Workforce <ul style="list-style-type: none"> All students are kindergarten ready; All students reading at grade level by third grade; Closing the achievement gap for identified student groups; All students graduating career and college ready; and All students graduating on time.
	2. We will increase academic achievement of all students through effective instruction, a challenging and engaging curriculum, and aligned assessments.	2.1 By 2029, all students reading at grade level every year. 2.2.2 By the end of the 2026 school year, increase partnerships with local business and educational organizations focused on relevant career pathways. 2.2.3 By 2024, meet or exceed state averages and comparable districts averages on state accountability and college ready assessments.
FINANCE	3. We will maintain our strong financial foundation which will support the achievement of the school district goals.	3.1 Annually, per school board policy, the school district will maintain a strong district fund balance. 3.2 By July 2029, By July 2019, the school district will establish and maintain a 1-, 3-, and 5-year budget projection plan. 3.3 By 2026, the school district will achieve a balanced budget.
WORKFORCE	4. We will recruit, develop, and retain talented staff for all positions in the school district.	4.1 By August 2019 August 2027, repair and reboot our create, maintain, and support a mentor and induction program for all staff. 4.2 By September 2024, implement a comprehensive, coordinated, districtwide professional development program aligned to the goals of the Strategic Plan. 4.3 By January 2020, Annually develop-administer a staff climate survey and gather data regarding staff needs. 4.4 By August 2026, establish relationships with the local Chambers of Commerce to share employment opportunities. 4.5 By August 2029, implement programs and incentives designed to retain all employees.
	5. We will create and maintain a positive school climate in which staff and students feel respected, safe, and supported in their work and studies.	5.1 By September 2019, establish a professional development plan which results in all staff fostering and reinforcing a positive climate and culture. Annually implement professional development that aligns with creating a safe, support, and collaborative culture. 5.2 By January 2020, identify and implement the best way to benchmark and measure school climate. Annually measure school climate through comprehensive needs assessment. 5.3 By the start of the 2025/2026/2024 school year, design a process to celebrate and communicate research and implement a program designed to promote student achievements and school pride to and engage all stakeholders in improving the climate of the school.
ACADEMIC PROGRAM	6. We will embed teaching and learning practices throughout the pre-K to grade 12 curriculum that provide students with the skills, knowledge, and attributes to successfully transition between all levels within the school district and beyond.	6.1 By May 1, 2019 August 1, 2024, and each year thereafter, a staff professional development plan will be created for the following school year that supports curriculum, teaching, and learning practices. 6.2 By September 2024, the school district will follow, with fidelity, a curriculum review cycle. 6.3 By February 2025, a sustainable schedule that provides student opportunities and choices will be created. 6.3.4 By the start of 2024/2025 school year and every year after, the school leader will communicate a clear plan using the instructional model to ensure instructional practices are known, implemented, and monitored in every classroom.

Commented [JG1]: Can we add HRS and READ Act language? HRS leading indicators?

Can we take the indicator that needs most work from Level 3, as shown on the CNA?

Commented [JG2]: These need to be updated

Commented [JG3]: Have we done this one? Are we still implementing or are we maintaining?

Commented [JG4]: What defines a balanced budget? Have we achieved that?

Commented [JG5]: Can we add some HRS language from Level 2 for this?

Take leading indicator from CNA?

Commented [JG6]: Have we done this?

Commented [JG7]: Can we add HRS level 1 language?

Can we take the leading indicator from level 1 CNA which still needs the most work?

Commented [JG8]: Can we add HRS language from Level 2?

Can we take the CNA and add level 2 leading indicators that we need the most work?

COMMUNICATION

7. We will ensure communication between all stakeholders is built on integrity, trust, and transparency.

7.1 By ~~September~~ August 2025¹⁹, establish clear and regular communication of the “big picture” (i.e., belief, mission, and vision statements) with all stakeholders.

7.2 By September ~~2025~~¹⁹, the school district will develop a plan designed to ~~improve two-way~~ provide and receive information from all stakeholders, with intentional focus on all demographic groups throughout the community, ~~communications between administration, staff, and students.~~

7.3 ~~By September 2020, the school district will develop a communications plan designed to target all demographic groups throughout the communities.~~

Commented [JG9]: Feedback I received from our CNA for parents/guardians said “how are parents supposed to know the answers to any of these questions”

Commented [JG10]: Are we at a maintaining and supporting level here?

AND CULTURE



State of Minnesota
Minnesota State Colleges and Universities
Central Lakes College
Post-Secondary Enrollment Options Contract
2024-2025 Academic Year
(Updated May 7, 2024)

Northland ISD #118 (hereafter referred to as the “District”) and Central Lakes College, 501 West College Drive, Brainerd, MN 56401 (hereafter referred to as the “College”) have determined that secondary students who have attained junior or senior rank, and eligible 10th grade PSEO students, benefit from a post-secondary educational experience and, therefore, have entered into this contract for services.

This Contract shall be reviewed and appropriately modified on an annual basis. Lacking a renewal, this Contract will be deemed null and void.

Participation Requirements: Eligible students are the same students defined as eligible for the Post-Secondary Enrollment Options program (PSEO). Similarly, the various policies, procedures and practices for maintaining productive PSEO learning between the District and the College, currently in effect and jointly established, remain in effect unless specifically modified in an attachment to this Contract.

1. The school district requires a 3.0 GPA for Juniors and a 2.5 GPA for Seniors to be eligible for participation. Eligible 10th grade PSEO students who have met the 8th grade reading standards set by MCA (Minnesota Comprehensive Assessment) and have met any additional prerequisites already established by the individual career program or course, including Accuplacer assessment, will have access to a single career and technical (CTE) course on a space availability basis. If the student earns a "C" or higher grade in this first course, she/he is eligible to take additional CTE and Liberal Arts courses.
2. Students must meet the same Satisfactory Academic Progress (SAP) standards as other CLC students. Students who do not meet SAP standards for two semesters will only be able to enroll in future terms with an approved appeal.
3. The student must complete the **POST-SECONDARY ENROLLMENT OPTIONS PROGRAM NOTICE OF STUDENT REGISTRATION** with the assistance of the appropriate high school staff and submit the form to the Admissions Office at Central Lakes College.
4. Student registration is not permitted after day 15 of the CLC semester including courses which have not yet started.
5. Students may not register for more than 18 credits per semester without written approval of appropriate high school staff.

Financial Considerations: There are two significant revenue streams between the District and the College in this Contract:

1. The College will invoice the District at the standard rate of **\$261.00 per college credit hour per student**.

This current rate includes tuition and fees: textbooks are owned and are property of the College.

- Specific high-cost courses – **not required for a major** - will be blocked for PSEO students at the time of registration. Courses include, but are not limited to, courses which have extraordinary expenses in travel, room and board, etc.

- Expenses associated with accessibility accommodations that can be provided internally through Central Lakes College's Accessibility Services will be incurred by CLC. Expenses associated with accessibility accommodations that require external providers will be met by the school district.
- Developmental courses are not covered by the PSEO contract. PSEO students will be blocked from registering for Developmental courses.

2. The College will invoice the District the above rate, based on the enrollment on day 16 of the CLC Semester, which reflects the current agreement between the College and the District.

By **October 30** of each Fall Semester, and by **March 30** of each Spring Semester, the College will invoice the District for the amount agreed to above. The District will remit required payment no later than **November 30** and **April 30** of each year, respectively.

Other Conditions: Dropping and withdrawing from College classes by District high school students under this Contract will be governed by the following:


- PSEO students will be subject to the same add/drop/withdraw windows as other CLC students with the exception that PSEO students who never attend the course, stop attending a course, or withdraw from the course within the first 15 school days of the CLC term will have their registrations canceled and courses dropped from their schedules.
- For classes starting after the first five days of the semester, the student will have one business day after the first day of class to drop without penalty. Withdrawals after the first business day following the first class day will generate full charge and full payment by the District.
- Students will be subject to policies and procedures of Central Lakes College.
- Textbooks must be returned to the college during the college's finals week each semester or the student will be responsible for the charges. Damaged textbooks will be charged to the student as appropriate.

The rest of this page intentionally left blank. Signature page to follow.

In agreement to this contract, effective for the 2024-2025 Academic Year, the following signatures are affixed:

1. DISTRICT:

DISTRICT certifies that the appropriate person(s) have executed the contract on behalf of DISTRICT as required by applicable articles, by-laws, resolutions, or ordinances.

By (authorized signature and printed name)	Mary Yakibchuk
	
Title	Superintendent
Date	5/30/2024 6:55:16 AM PDT


By (authorized signature and printed name)	
Title	
Date	

2. VERIFIED ENCUMBRANCE:


By (authorized signature and printed name)	
Title	
Date	

3. MINNESOTA STATE COLLEGES AND UNIVERSITIES:

CENTRAL LAKES COLLEGE

By (authorized signature and printed name)	Cheryl Norman
	
Title	Vice President of Academic and Student Affairs
Date	5/30/2024 4:36:03 PM CDT

4. AS TO FORM AND EXECUTION:

By (authorized signature and printed name)	Kari Christiansen
	
Title	Vice President of Administrative Services
Date	5/30/2024 4:47:25 PM CDT

Certificate Of Completion

Envelope Id: AD7D9AA519894501B8E08E3A6CD73958	Status: Completed
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Document Pages: 3	Signatures: 3
Certificate Pages: 5	Initials: 0
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Enveloped Stamping: Enabled	Jeffrey Schmitt
Time Zone: (UTC-06:00) Central Time (US & Canada)	30 7th St E Ste 350
	Saint Paul, MN 55101
	jeffrey.schmitt@clcmn.edu
	IP Address: 134.29.213.196

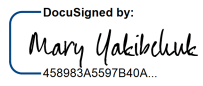
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Signer Events

Mary Yakibchuk
 myakibchuk@isd118.org
 Interim Superintendent
 Northland Community Schools
 Security Level: Email, Account Authentication (None)

Signature


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 458983A5597B40A...
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 Signed: 5/30/2024 8:55:16 AM

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Cheryl Norman
 Cheryl.Norman@clcmn.edu
 Vice President of Academic and Student Affairs
 Security Level: Email, Account Authentication (None)

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 A26C321FCB7B4E5...
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Kari Christiansen
 kari.christiansen@clcmn.edu
 Vice President of Administrative Services
 CLC
 Security Level: Email, Account Authentication (None)

DocuSigned by:

 BC5CDB379001497...
 Signature Adoption: Pre-selected Style
 Using IP Address: 134.29.213.196

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Jeffrey Schmitt jeffrey.schmitt@clcmn.edu Executive Assistant Central Lakes College Security Level: Email, Account Authentication (None)	COPIED	Sent: 5/30/2024 4:47:27 PM
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Notary Events	Signature	Timestamp
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Signing Complete	Security Checked	5/30/2024 4:47:25 PM
Completed	Security Checked	5/30/2024 4:47:27 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Minnesota State Colleges and Universities:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: michael.noble-olson@minnstate.edu

To advise Minnesota State Colleges and Universities of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at michael.noble-olson@minnstate.edu and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to michael.noble-olson@minnstate.edu and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Minnesota State Colleges and Universities

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to michael.noble-olson@minnstate.edu and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Minnesota State Colleges and Universities as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Minnesota State Colleges and Universities during the course of your relationship with Minnesota State Colleges and Universities.

MEMORANDUM OF UNDERSTANDING

BETWEEN

Northland Community Schools ISD 118

AND

NREM - Northland Remer Education Minnesota

WHEREAS the district and the union agree that current collective bargaining agreement between the parties governs terms and conditions of employment; and

NOW, THEREFORE, be it resolved; that for the 2024-2025 school year, the following language supplements the language in the collective bargaining agreement between the parties.

In accordance with Article VII, Section 1; Extra Curricular Schedule of the 2023-2025 NREM Master Agreement, the district and union would like to amend Appendix E, Activity and Extra Duty Schedule, to include the position of Junior High Leadership Advisor, with a stipend of 2.5% of BA Step 1.

For the District:

For the Union:

Dated: _____

MASTER AGREEMENT

July 1, 2024 – June 30, 2026

between Independent School District #118

and the

Minnesota Schools Employees Association
Northland Community Schools Unit

ISD #118 does not discriminate on the basis of race, color, national origin, sex, disability, age, sexual orientation, familial status, religion, creed, gender, marital status, genetic information, or receipt of public assistance in admission, access to, or treatment or employment in its programs and activities.

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ARTICLE I: Purpose

Parties: This Agreement is entered into between Independent School District #118, Remer, Minnesota, hereinafter referred to as the School District, and the Minnesota School Employees Association, (MSEA), hereinafter referred to as exclusive representative, pursuant to and in compliance with the Public Employment Labor Relations Act of 1971 as amended, hereinafter referred to as the P.E.L.R.A., to provide the terms and conditions of employment for paraprofessionals, para/driver, bus drivers, bookkeeper, cooks, custodians, mechanics, and clerical employees 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 Minnesota School Employees' Association, as the exclusive representative for paraprofessionals, para/driver, bus drivers, bookkeeper, cooks, custodians, mechanics, and clerical employees employed by the School District, 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 employees of the School District contained in the appropriate unit as defined in ARTICLE III, SECTION 2 and the P.E.L.R.A. and in certification by the Commissioner of the Minnesota Bureau of Mediation Services (BMS).

SECTION 3. Unit Stewards: The exclusive representative shall provide the School District with the name of the stewards and secretary by October 1 each year.

ARTICLE III: Definitions

SECTION 1. Terms and Conditions of Employment: The term, "terms and conditions of employment," means the hours of employment, the compensation therefore including fringe benefits except retirement contributions or benefits other than School District payments of, or contributions to, premiums for group insurance coverage of retired employees or severance pay, and the School District personnel policies affecting the working conditions of the employees. "Terms and conditions of employment" is subject to the provisions of the P.E.L.R.A.

SECTION 2. Description of Appropriate Unit: All members of the appropriate unit of the School District, not required to be licensed by the State of Minnesota, who are public employees within the meaning of the P.E.L.R.A., excluding supervisory and confidential employees are members of the bargaining unit.

SECTION 3. School District: For purposes of administering this Agreement, the term, "School District," shall mean the School Board or its designated representative(s).

SECTION 4. Health Care Savings Plan (HCSP): In 2001 The Minnesota State Retirement System (MSRS) was granted authority to offer a post-employment health care savings plan, (HCSP), Minnesota Statute §352.98 (2001 Supp).

SECTION 5. Other Terms: Terms not defined in this Agreement shall have those meanings as defined by the P.E.L.R.A.

ARTICLE IV: School District Rights

SECTION 1. Inherent Managerial Rights: The exclusive representative recognizes that the School District is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the School District, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel.

SECTION 2. School Board Responsibilities: The exclusive representative recognizes the rights and obligation of the School Board to efficiently manage and conduct the operation of the School District within its legal limitations and with its primary obligation to provide educational opportunities for the students of the School District.

SECTION 3. Effect of Laws, Rules and Regulations: The exclusive representative recognizes that all employees covered by this Agreement shall perform the services prescribed by the School Board and shall be governed by the laws of the State of Minnesota, and by School Board rules, regulations, directives, and orders, issued by properly designated officials of the School District. The exclusive representative also recognizes the right, obligation and duty of the School Board and its duly designated officials to promulgate rules, regulations, directives, and orders from time to time as deemed necessary by the School Board insofar as such rules, regulations, directives and orders are not inconsistent with the terms of this Agreement. The exclusive representative also recognizes that the School District, 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 and Federal governmental agencies. Any provisions of this Agreement found to be in violation of any such laws, rules, regulations, directives, or orders shall be null and void and without force and effect.

SECTION 4. Reservation of Managerial Rights: The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent managerial rights and managerial functions not expressly reserved, and all managerial rights and managerial functions not expressly delegated in this Agreement are reserved to the School District.

ARTICLE V: Employees' Rights

SECTION 1. Employee Rights: Nothing contained in this Agreement shall be construed to limit, impair, or affect the right of any employee 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.

SECTION 2. Dues Check off. Payroll Deductions. Pursuant to Minn. Stat. §179A.06, the Employer will deduct from the regular payroll: Association dues for those employees in the bargaining unit who are members of the Association and who have requested in writing to have their regular Association dues paid by payroll deduction.

Subd 1. Remission of Withheld Funds. The aggregate of funds deducted and withheld from all employees in the bargaining unit shall be remitted by the Employer together with an itemized statement to the Minnesota School Employees Association no later than ten (10) days following the end of each payroll period.

Subd 2. MSEA Lists. The Employer shall report to the Association the information on all employees including additions, deletions, and status changes within the bargaining unit. The report shall be made on a semi-monthly payroll period basis and shall be transmitted no later than one (1) week following the end of each payroll period.

SECTION 3. Access to Financial Information: The School District shall provide, at the written request of the exclusive representative, access to School District financial information, budgets, and such other information necessary for collective bargaining purposes.

SECTION 4. Personnel Files: Employees, upon written request to the supervisor having custody of the files, have the right to review the content of their own personnel files and evaluations. Employees shall have the right to reproduce any of the contents of their own files. Employees shall have the right to submit for inclusion in their own files written information in response to any material in the files, and such information shall become a part of the files.

SECTION 5. Access to School District Facilities for Exclusive Representative Business: The exclusive representative and its members shall have access to School District facilities for the purpose of conducting business with the written approval of the building administrator. Employees shall not conduct exclusive representative business during duty hours without the express written prior consent of the Superintendent.

SECTION 6. New Employee Meeting. Access will be allowed according to MN Statute 179A.07 Subd.9.

SECTION 7. Access to School District Facilities for Exclusive Representative Business: The exclusive representative and its members shall have access to School District facilities for the purpose of conducting business with the written approval of the building administrator. Employees shall not conduct exclusive representative business during duty hours without the express written prior consent of the Superintendent.

ARTICLE VI: Rates of Pay

SECTION 1. Rates of Pay:

Subd. 1. Wages and Classifications: The wages and classifications reflected in SCHEDULE A and SCHEDULE B, attached hereto, shall be a part of the Agreement for the period commencing July 1, 2024 to June 30, 2026.

Subd. 2. Salary Schedules: During the duration of this Agreement, advancement on any salary schedule shall be subject to the terms of this Agreement. In the event a successor Agreement is not entered into prior to the expiration of this Agreement, employees shall be compensated according to their current rate until a successor Agreement is entered into. When a successor Agreement is entered into, compensation shall be retroactive to July 1.

SECTION 2. Occupational Injury Pay: Employees who are forced to leave their jobs because of occupational injury will receive pay for all hours scheduled to work on that day of injury or accident.

SECTION 3. Beginning Salary: Previous related work experience and special training may be given additional steps that affect the beginning salary, but a new employee may not exceed Step 10 of pay in any given classification without mutual agreement between the Union and the District.

SECTION 4. Boiler and Building Check Pay: Any employee required to perform a boiler check outside of his/her normal workday shall be paid a minimum of two hours of pay. If other work, such as snow removal, has to be done during the check, the time will run concurrently.

SECTION 5. Call-in Pay: Any employee called by his/her supervisor for work outside the normal work day shall be paid a minimum of 2 hours and the School Board approved mileage rate for a round trip from home to work and back. This section shall not apply to situations directly related to late starts and/or early dismissal.

SECTION 6. Demotions: If a demotion requires an employee to transfer to a job with a lower band and grade, the employee shall be frozen at the employee's rate of pay prior to the demotion for a period of twelve months or until the employee's schedule placement catches up, whichever occurs first. This section shall not apply to any demotions resulting from any disciplinary action.

SECTION 7. Salary Schedules: SCHEDULE A and SCHEDULE B reflect the agreements made for hourly wages.

SECTION 8. Call Back: Minimum Callback for In-Service: Employees called in for in-service training shall be paid for a minimum of two (2) hours.

SECTION 9. Shift Differential: Employees working janitorial shifts starting after 2:00 P.M. Monday through Friday or for any shift on a Saturday, Sunday or holiday shall receive an additional thirty-five cents (35¢) per hour. Shift differential shall not apply to boiler and building checks that are two hours or less.

SECTION 10. Para II Stipend: Paraprofessionals who are working in positions under the Para II sub classification shall receive a wage rate of 110% of his/her paraprofessional rate of pay for all hours paid.

SECTION 11. Custodial employees with a class 1 licensure will receive an additional thirty-five (35¢) cents per hour.

SECTION 12: Class III Drivers will receive an additional thirty-five (35¢ per hour for driving hours) This was in the 2022-24 contract

SECTION 13: Extra Hours, Summer School, or After School Program Employment Opportunities; Seniority & Posting: Extra Hours, Summer School or after school program employment opportunities will first be offered, to qualified employees in order of seniority, to the qualified staff working at the building or work location during the regular school term for Summer School or regular day for after school programs. Positions not filled through this process will be offered first to those qualified staff who worked the Summer School or after school program opportunity the previous school year if that staff member exhibited success in working with the program. Any remaining unfilled positions will be posted and the program/building supervisor may exercise discretion in selection of staff.

If the District, due to a student's IEP and/or medical recommendation, requests the same paraprofessional for the summer school session as the student had for the regular school year, the District shall meet and confer with the Union field representative or local with leadership. If the paraprofessional is willing to accept the summer assignment, the unit leadership shall have the authority to grant a waiver of the seniority provision for the summer session.

ARTICLE VII: Group Insurance

SECTION 1. Selection of Carrier: The selection of the group insurance carriers and policy shall be made by the School District as provided by law.

SECTION 2.

Subd 1. Health and Hospitalization Insurance Premium Contributions: The School District shall contribute for health and hospitalization. During the 2024-2026 contract years, the District will offer a Cafeteria (125) plan and will contribute up to \$13,500 per year towards family health insurance only, or \$8000 per year which may be utilized toward the combined cost of any of the following:
The premium for coverage for each regular employee employed by the school district that qualifies for and is enrolled in the School District group health and hospitalization plan;

- The premium for a Basic Life Insurance Policy (\$50,000);
- The premium for Supplemental Life Insurance up to \$50,000 (this would be taxable);
- The premium for any other District group supplemental insurance plans approved as pre tax options;
- Employees shall be paid 50% of any remaining funds after purchasing insurance up to a maximum of \$2,850. Employees electing not to purchase insurance shall be paid \$2,850 per year. This payment shall be taxable.

Any additional cost of the premiums selected is to be borne by the employee and paid by payroll deduction.

Subd. 2 Dental Insurance: During the 2024-26 contract years, the District will contribute up to \$45 per month towards the premium for dental insurance.

Subd. 3: Selection of Provided Policies: An employee has the option to select coverage under the School District group policy.

Subd. 4. Allowance for Husband and Wife: When two employees are married and are both employed by the School District, each shall be allowed the insurance contribution as stated in ARTICLE VII,

Subd. 5. For employees electing the District's HSA plan, a contribution of \$1000 will be made into the employee's HSA account for the 2024-25 and the 2025-2026 school years.

SECTION 3. Long Term Disability Insurance (LTD): The School District shall contribute a sum not to exceed \$12.00 per month toward the school districts LTD policy for all employees covered by this Agreement.

SECTION 4. Employee Assistance Program (EAP): The School District shall pay the full cost toward the school district's EAP policy for all employees covered by this Agreement and their eligible family members.

SECTION 5. Claims Against the School District: The School District's only obligation is to provide a group policy (or to allow an employee to purchase individual health insurance policies) and to pay such amounts as agreed to in this Agreement. The School District's obligations are strictly administrative, and, under no circumstances, shall a claim be made against the School District as a result of a denial of insurance benefits by any insurance carrier.

SECTION 6. Duration of Insurance Contribution: An employee is eligible for School District contribution as provided in this article as long as the employee is employed by the School District. Upon termination of employment, all School District contributions shall cease.

SECTION 7. Eligibility: Benefits provided in this article shall be available according to the following criteria:

1. Employees hired before May 1, 2014 shall be eligible for the contributions listed in Article VII, Section 2.
2. Employees hired after May 1, 2014, who are employed 20 or more hours per week including bus drivers, shall be eligible for the contributions listed in Article VII, Section 2.

SECTION 8. Reduction in Hours Protection: Employees who are reduced in hours through no fault of their own shall suffer no reduction in insurance benefits for the duration of the balance of the employment contract period in the current fiscal year, provided the insurance carrier allows.

ARTICLE VIII: Leaves of Absence

SECTION 1. Sick Leave/Earned Sick and Safety Leave. As applicable to MN Statutes 181.9445, 181-9446, 181.9447, 181.9448.

Subd. 1. Annual Allowance: An employee shall earn sick leave at the rate of 1 2/3 days for each month of service in the employ of the School District credited to the employee's sick leave bank each month. New employees shall receive a sick leave advance of 4 months credited to their sick leave bank upon hire. Beginning on the new hire's fifth month of service, they shall earn sick leave on a monthly basis at the rate established.

Subd. 2. Accumulation: Unused sick leave days may accumulate to a maximum credit of 110 days of sick leave per employee for 12-month employees and 90 days for less than 12-month employees.

The maximum credit of days shall be resolved after June 30 of each contract year. Twenty-five percent (25%) of any hours earned under Section 1 above in excess of the 110 or 90 days an employee is eligible to accumulate as of June 30 shall be deducted and deposited into a HCSP in the employee's name. The rate of pay shall be the rate the employee was earning as of June 30 of that contract year and deposited into an HCSP by August 1 of the same calendar year. (Example: If an employee who could accumulate 90 days of sick leave started contract year 1 with 80 days already accumulated on July 1 and did not use any additional days earned each month throughout the contract year, this employee would have 95 days accumulated on June 30 of contract year 1. Twenty-five percent of the 5 days in excess at this employee's rate of pay as of June 30 of contract year 1 would be deposited into a HCSP in the employee's name. This employee would start contract year 2 out with 90 days of sick leave accumulation.)

Subd. 3. Eligibility: Sick leave with pay shall be allowed when the employee's absence is found to have been due to his/her illness or disability, which prevented his/her attendance and performance of duties on that day or days. Such days are to be deducted from accrued sick leave or as applicable by Minnesota State or Federal Statute or mandate.

Subd. 4. Illness of Family Members: An employee may use personal sick leave benefits provided by the employer for absences due to an illness of or injury to the employee's child ("child means an individual under 18 years of age or an individual under age 20 who is still attending secondary school), adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee's own illness or injury or as applicable by Minnesota State or Federal Statute or mandate. Such days are to be deducted from sick leave.

Subd. 5. Proof of Illness: The School District may require an employee to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness or as applicable by Minnesota State or Federal Statute or mandate, in order to qualify for sick leave pay. In the event that a medical certificate will be required, the employee will be so advised.

Subd. 6. Authorization for Payment: Sick leave pay shall be approved only upon submission of a request upon the authorized digital time clock system.

Subd. 7. Wellness Incentive:

1. Employees whose annual use of sick leave is less than 3 days will receive a wellness incentive according to the following schedule.
2. Upon the end of the fiscal year (June 30), an amount equal to the current wage for the classification the employee was currently holding will be deposited in the HCSP program or 403(b)
3. Eight hours of the employee's current rate will be deposited for each incentive day earned for all classifications except drivers. Drivers will have 4 hours of their current rate of pay for each incentive day earned.

Number of Sick Leave Days Used	Number of Incentive Days Earned
Zero (0) days	3 days
One (1) days	2 days
Two (2) days	1 day
Three (3) or more days	0 days

Section 2. Minnesota Paid Leave for Individuals and Families; Beginning January 1, 2026, leave will be allowed as applicable to Minnesota State Statutes and or mandates that may apply to this section.

SECTION 3. Workers' Compensation: Pursuant to M.S. 176, an employee 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, said 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 his/her accrued sick leave.

SECTION 4. Personal Leave: Employees shall be allotted 3 personal leave days (prorated based on the employee's regularly scheduled workday), non-accumulative, per school year, July 1 through June 30. Requests for approval of personal leave must be made in writing to the Superintendent or his/her designated representative at least 3 days in advance.

No more than 3 employees shall be granted personal leave on the same day. Substitutes must be available for all who are on leave. In the event that more than 3 requests are received for the same date, the leave shall be granted based upon the order in which the requests are received. The order in which the requests are received is determined by the date and time placed on the request by the Superintendent or his/her designee.

Employees shall be paid for any unused personal days at the end of the school year at the hourly rate paid to

substitutes.

SECTION 5. Bereavement: Up to 3 days of leave per occurrence shall be allowed, the days to be deducted from sick leave, for death in the employee's immediate family. "Immediate family" is defined as the employee's spouse, child, parent, mother-in-law, father-in-law, grandparents, brother, sister, aunt, uncle, cohabitating adults and those adult's' children, or other relatives living in the household of the employee. The specific amount of leave allowed is subject to the discretion of the Superintendent depending on the circumstances. Denial of such leave shall not be subject to the grievance procedure.

SECTION 6. Emergency Leave:

Subd. 1. Eligibility: An employee may be granted a leave at the discretion his/her immediate supervisor of up to 2 days per year, non-accumulative, for situations that arise requiring the employee's emergency attention which cannot be attended to outside the employee's workday or for an unscheduled school closing and which are not covered under other provisions of this Agreement. At the discretion of the Superintendent, more than 2 days of emergency leave may be granted. All emergency days are to be deducted from sick leave.

Subd. 2. Application: Requests for emergency leave must be made in writing to the employee's immediate supervisor at least 3 days in advance whenever possible or prior to the processing of payroll for that pay period in the event of an unscheduled school closing. The request shall state the reason for the proposed leave. The immediate supervisor reserves the right to refuse to grant such leave if, under the circumstances involved, such leave should not be granted. Emergency leaves must have prior, written approval whenever possible.

Subd. 3. Authorization: An emergency leave day shall not be granted for the day preceding or the day following holidays or vacations or the first and last days of the school year, unless it is a request due to an unscheduled school closing. The Superintendent may allow 1 of these days to be granted due to extenuating circumstances, but denial of such leave shall not be subject to the grievance procedure.

SECTION 7. Medical Leave:

Subd. 1. Eligibility: A medical leave of absence may be granted to an employee who meets either of the following qualifications:

1. Has completed his/her probationary period and;
2. Is unable to perform his/her duties because of illness and injury, and
3. Has exhausted all sick leave credit, OR
4. Has become eligible for LTD compensation.

This leave is without pay and may be up to 6 months. This leave may be renewed at the discretion of the School Board.

Subd. 2. Application: A request for leave of absence, or renewal thereof, under this section shall be accompanied by a written doctor's statement outlining the condition of health and estimated time at which the employee is expected to be able to resume his/her normal responsibilities.

Subd. 3. Insurance Coverage: An employee on unpaid leave is eligible to continue to participate in group insurance programs if permitted under the insurance policy provisions. The employee 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. Failure to pay the premium in advance may result in the cancellation of the policy by the insurance company.

Subd. 4. Effect on Accrued Time: An employee who returns from unpaid leave shall retain experience credit for pay purposes and other benefits which he/she has accrued at the time he went on leave. No credit shall accrue from the period of time that an employee was on unpaid leave.

SECTION 8. Well Childcare/Adoption Leave:

Subd. 1. Application for Leave: A well childcare/adoption leave may be granted by the School Board, subject to the provisions of this section, to 1 parent of an infant child, provided such parent is caring for the child on a full-time basis.

Subd. 2. Notice: An employee making application for well childcare/adoption leave must inform the Superintendent in writing of his/her intention to take the leave at least 3 calendar months before commencement of the intended leave.

Subd. 3. Use of Sick Leave: An employee shall not be eligible for sick leave during the period of time covered by a childcare/adoption leave.

Subd. 4. Substitute Availability: The availability of a substitute may also be considered by the School District in determining the beginning or the duration of the leave.

Subd. 5. Commencement and Duration: In making a determination concerning the commencement and duration of a well childcare/adoption leave, the School Board shall not, in any event, be required to:

1. Grant any leave more than twelve (12) months in duration.
2. Permit the employee to return to his or her employment prior to the date designated in the request for well childcare/adoption leave.

Subd. 6. Reinstatement: An employee returning from well childcare/adoption leave shall be reemployed in a position for which he or she is classified unless previously discharged or laid off.

Subd. 7. Termination: Failure of the employee to return pursuant to the date determined under this section shall constitute grounds for termination unless the School Board and the employee mutually agree in writing to an extension in the leave.

Subd. 8. Probationary Period: The parties agree that periods of time for which the employee is on well childcare/adoption leave shall not be counted in determining the completion of the probationary period.

Subd. 9. Retention of Rights: An employee who returns from well childcare/adoption leave within the provisions of this section shall retain all previous experience credit for pay purposes and any unused time accumulated under the provisions of this Agreement at the commencement of the beginning of the leave. The employee shall not accrue additional experience credit for pay purposes or leave time during the period of absence for well childcare/adoption leave.

Subd. 10. Insurance Participation: An employee on well childcare/adoption leave is eligible to participate in group insurance programs if permitted under the insurance policy provisions but shall pay the entire premium for such programs as the employee wishes to retain, commencing with the beginning of the

well childcare/adoption leave. The right to continue participation in such group insurance programs, however, will terminate if the employee does not return to the School District pursuant to this section, subject to COBRA requirements.

Subd. 11. Pay: Leave under this section shall be without pay or fringe benefits unless required by state or federal statute.

SECTION 9. Jury Service Leave: Jury service will be administered pursuant to Minnesota statutes. An employee 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 10. Exclusive Representative Leave: A leave of absence, without pay, may be granted for a reasonable length of time to officers or appointed representatives of the exclusive representative to attend meetings of the exclusive representative. All requests for such leave must be submitted to the Superintendent, in writing, at least 3 days in advance. No more than 4 officers may utilize this leave on the same day.

SECTION 11. Eligibility:

Subd. 1. Eligibility: Leave benefits provided in this article shall apply only to employees who are included in the bargaining unit.

Subd. 2. Absences Not Covered by Leave: Any person requesting to be absent from work for a reason not covered by leave provisions of this agreement must have such request approved by the superintendent in writing prior to seeking a substitute. However, denials may be appealed to the School Board at the next regularly scheduled school board meeting. The Board's decision is final. All such leaves may be denied and are not subject to the grievance provision.

SECTION 12. Reassignment of Management Paraprofessionals: Management paraprofessionals are employed based on a need for services for individual students. The amount of needed service is found in the particular IEPs. Management paraprofessionals are assigned working hours tied to the individual students they serve. When the student and/or students are absent from school and services are not needed; therefore, the management paraprofessional's working hours may be reduced.

Subd. 1. One-to-One Assignments: When a management paraprofessional is providing 1-to-1 services to a student, if the student is absent the management paraprofessional will be reassigned duties for up to 2 days for each accumulative occurrence of absence of the assigned student.

Any management paraprofessional who has no one to provide services to due to student absences exceeding 2 consecutive days will be placed on a first call substitute list. Seniority will determine the order of substituting.

If a student requiring a 1-to-1 management paraprofessional leaves the School District permanently, the management paraprofessional assigned to the student will not work until reassigned based on seniority among management paraprofessionals. Reassignment will occur following the end of the next full pay cycle during which time the management paraprofessional will not work.

Subd. 2. Serving Multiple Students: In a situation where a management paraprofessional is assigned to multiple students and a student assigned to that management paraprofessional leaves the School District

permanently, his/her work schedule will be adjusted prior to the end of the next full pay cycle during which time management paraprofessional may be re-assigned or laid off.

Subd. 3. Listed by Name: A management paraprofessional who is listed by name in an IEP as the serving paraprofessional will not have his/her assignment changed due to the leaving of other students served by other management paraprofessionals until change of school years. However, the School District and exclusive representative must meet and negotiate before a listing by name applies.

Subd. 4. Communication: The School District Central Office needs to be informed when such changes occur. Changes must be noted on the timecards. If a reassigned management paraprofessional is assigned to work as a substitute, his/her name must be listed on the "Leave of Absence Form" for the employee for whom the management paraprofessional is substituting.

Subd. 5. Alternative work when no Paraprofessional Work is Available:

1. School District Food Service Supervisor and the School District Custodial Supervisor update work available daily to the assigned clerical paraprofessional who is charged with finding substitutes.
2. The clerical paraprofessional prepares a spreadsheet of all custodial and food services paraprofessional and secretarial absences each morning.
3. The clerical paraprofessional emails the updated spreadsheet to building secretaries.
4. The management paraprofessional is given a copy of available openings and must indicate in writing if he/she does not wish to take openings and, if not, leaves work and is not paid for the absence.
5. The management paraprofessional must document on his/her timecard the employee for whom he/she substituted, and the time will be charged to that department.

ARTICLE IX: Hours of Service and Duty Year

SECTION 1. A Full-Time Employee is:

Subd. 1. Regular Work Week: A regular work week shall consist of a maximum of 40 hours, or a minimum of 20 hours, exclusive of lunch.

Subd. 2. Bus Drivers: A full-time bus driver is one who is contracted to drive a regular route for the school year. The normal day for a bus driver is to transport the students to and from school. A bus driver's daily schedule is based on a total of 4 hours, inclusive of inspection time.

SECTION 2. Part-Time Employees: The School District reserves the right to employ such personnel as it deems desirable or necessary on a part-time or casual basis as long as doing so does not affect the regular work week of employees covered by this Agreement.

SECTION 3. Shifts and Starting Times: All employees will be assigned starting time and shifts by the School District.

SECTION 4. Lunch Periods/ Rest Breaks: Employees working more than 5 consecutive hours per day shall be provided an unpaid-duty free lunch period of at least 30 minutes. Employees shall receive the following lunch periods and rest breaks

3-5 work hours - 15-minute break

5+ - 6 work hours - 30-minute duty free/unpaid lunch period

6+ work hours – 30-minute duty free/unpaid lunch period plus 15-minute break

SECTION 5. School Closing: In the event that school closes for (e.g. weather-related closing, other emergency closing, etc.) employees will have the following options made available to them:

- a. work remotely as assigned by the District
- b. take the day unpaid
- c. take sick or personal time
- d. make up the time as mutually agreed between the employee and their building supervisor or administrator

SECTION 6. E-Learning Days: When the School District declares an e-learning day, school is in session. Employees will receive the full wages and benefits for scheduled work hours according to MN Statute 120A.414

If an employee reports to work prior to school being closed he/she will be paid a minimum of 2 hours. The previous options may be used for the remaining lost time.

SECTION 7. Shortened Workday: In the event of a late start or an early out, employees shall be given the opportunity to make up any missed hours. Any employee choosing to make up missed hours will consult with their supervisor regarding the scheduling of this make-up time. An employee who is denied the opportunity to schedule make up hours, by their supervisor, may appeal the issue to the Superintendent. The Superintendent's decision will be final. These added hours cannot be added to a full week in order to be paid as overtime.

SECTION 8. Overtime: Time and a half shall be paid for all hours worked over 40 hours in any work week. In the event of an emergency that occurs on a holiday, employees required to work will receive their regular rate of pay in addition to their pay for the holiday.

To work overtime that is not part of an employee's regular schedule, the employee must have prior, written approval from the employee's immediate supervisor. If prior, written approval is not possible, the immediate supervisor's written approval must be obtained prior to the completion of the current pay period.

Employees who work beyond their regular daily schedule on any day, shall not be required to take time off later in the work week because of such extra work.

ARTICLE X: Holidays

SECTION 1. Paid Holidays:

Subd. 1.. Paid Holidays for Twelve-Month, Full-Time Employees: Employees shall be granted the following paid holidays:

Labor Day Thanksgiving Day Friday following Thanksgiving Christmas Eve Day
Christmas Day New Year's Day Good Friday *Memorial Day *Juneteenth *July 4th

*Pay for Memorial Day, Juneteenth, and July 4th will only be allowed if scheduled workdays extend over the particular paid holiday.

Subd. 2. Paid Holidays for Less Than 12 Month and 20 Hours or More Per Week Employees: Employees working less than 12 months and 20 hours or more per week shall be granted the following paid holidays:

Labor Day Thanksgiving Day Friday following Thanksgiving Christmas Eve Day Christmas Day
New Year's Day Memorial Day Good Friday *Juneteenth

Paid holidays will be prorated based on the employee's normal work day. For example, an employee who normally works 4 hours per day will receive 4 hours pay for each holiday while an employee normally working 6 hours per day will receive 6 hours pay for each holiday.

*Pay for Juneteenth will only be allowed if scheduled workdays extend over the particular paid holiday.

Subd. 3. Paid Holidays for Less Than 20 Hours Per Week Employees: Employees working less than 12 months and less than 20 hours per week shall be granted the following paid holidays:

Labor Day Christmas Eve Day Christmas Day Good Friday Memorial Day *Juneteenth

Paid holidays will be prorated based on the employee's normal workday. For example, an employee who normally works 4 hours per day will receive 4 hours pay for each holiday while an employee normally working 6 hours per day will receive 6 hours pay for each holiday.

*Pay for Juneteenth will only be allowed if scheduled workdays extend over the particular paid holiday.

SECTION 2. Weekends: Holidays that fall on weekends shall be observed on a day established by the School District.

SECTION 3. School in Session: The School District reserves the right, if school is in session, to cancel any of the above holidays and establish another holiday in lieu thereof. Any legal holiday which falls within an employee's vacation period, shall not be counted as a vacation day.

SECTION 4. Application: In order to be eligible for holiday pay, an employee must have worked his/her regular workday before and after the holiday unless he/she is on excused leave or vacation. Eligible employees shall receive Labor Day as a paid holiday provided they work the Tuesday following Labor Day and Memorial Day if they work the day before Memorial Day.

ARTICLE XI: Vacations

SECTION 1. Eligibility: This article shall apply only to employees who are regularly employed on a 12-month basis and 40-hour week.

SECTION 2. Earned Vacations: Full-time, 12-month employees under these provisions shall accrue and use vacation in the same year as follows:

Years of Service	Accrual Rate per Month
Less than 1 (one) year	0 days
1-8	1 day
9-15	1.25 days
16-30	1.667 days
31+ years	2.0834 days

Earned vacations can only be used after completing a full year of service. Use of vacation time may start upon the anniversary date of employment. The 18-month period of time in which the vacation days are to be used is the 18 months from the anniversary date of the employee each year.

SECTION 3. Unused Vacation and Scheduling:

Subd. 1. Resignation: An employee who has completed at least one year of service shall be entitled to receive the pro-rata pay for unused vacation time provided such employee provides the School District with at least 2 weeks' advance written notice of his/her resignation time.

Subd. 2. Scheduling: The scheduling of all vacation shall be determined by the employee's immediate supervisor.

Subd. 3. Unused Vacation Days: An employee may choose to be paid for up to 3 days of unused vacation time instead of using the vacation days. Unused days, over 3 days and up to 5 days, will be placed in the employee's HCSP.

ARTICLE XII: Discipline, Discharge, and Probationary Period

SECTION 1. Probationary Period: An employee shall serve a probationary period of 1 calendar year of continuous service during which time the School Board shall have the unqualified right to discharge such employee. During this probationary period, the employee shall have no recourse to the grievance procedure insofar as discharge is concerned. However, a probationary employee shall have the right to bring a grievance on any other provisions of the Master Agreement alleged to have been violated. A new employee shall not be considered a permanent employee until the employee has served this 1 calendar year probationary period. Subsequent to that period, the employee shall attain permanent status and may be discharged only for just cause.

SECTION 2. Discipline: Disciplinary action shall normally include only the following measures and shall normally be administered progressively depending on the severity of the incident. Disciplinary action may be taken against an employee for just cause.

The School Board or designee shall have the right to discipline/discharge an employee for just cause.

Disciplinary actions by the School Board or their designee may include the following 5 steps:

- A. oral reprimand
- B. written reprimand
- C. suspension with pay
- D. suspension without pay
- E. discharge

The School District reserves the right to move directly to a higher level of discipline based on the seriousness of the offense and other relevant factors.

SECTION 3. Meetings to Discuss Discipline Measures: If a supervisor meets with an employee to discuss written reprimand, suspension, or discharge, the employee has the right to have a representative of the exclusive representative present. When possible, the School District will attempt to discuss with the employee(s) any concern which may lead to a disciplinary action and shall offer constructive suggestions for correction before any disciplinary action is initiated.

SECTION 4. Discharge Due Process: No employee who has completed the probationary period, shall be discharged without having been afforded an opportunity to hear the reason(s) for the discharge and without an opportunity to offer an explanation of the relevant facts and circumstances surrounding the events which preceded the discharge and/or any extenuating or mitigating circumstances which the employee believes are relevant to the discharge decision. Whenever possible and practical, such opportunities shall be provided in a conference with the School District which shall be conducted after advance notice to the employee and his/her representative who shall be permitted to attend the conference.

SECTION 5. Disciplinary Action Records: A written record of all disciplinary actions within the meaning of this article shall be provided to the involved employee(s) and will be entered into the employee's personnel file. Investigations into conduct, which do not result in disciplinary action, however, shall not be entered into the employee's personnel file. The disciplined employee shall be entitled to submit a written response to be included in the employee's personnel file.

SECTION 6. Probationary Period Change of Classification: In addition to the initial probationary period, an employee transferred or promoted to a different classification shall serve a new probationary period of 90 working days in any such new classification. If during this 90-day probationary period, the School District is not satisfied with the job being done in the new classification, the employee will be returned to the old classification with no loss of seniority in that classification.

SECTION 7. Unpaid Leaves and Probationary Period: Periods of absences for unpaid leaves taken under ARTICLE VIII, SECTION 2, and SECTION 7, or absences exceeding allotted sick leave will not count as part of the probationary period. The probationary period will be lengthened to equal those absences unless otherwise required by law.

SECTION 8. Seniority Date: Employees shall acquire seniority upon completion of the probationary period and, upon acquiring seniority, the seniority date shall relate back to the first date of hire. If more than 1 employee is hired on the same date, seniority ranking for such employees shall be determined by the order of hire.

SECTION 9. Job Posting: Job openings in any classification covered by this Agreement will be posted in all buildings in the School District for a period of 5 days. The School District determines what position is to be posted after an employee submits his/her resignation or leaves employment for other reasons. This allows for

managerial transfers of employees prior to position posting. Employees interested in the positions must advise the School District in writing within the posting period. A permanent job opening is a vacancy in a position scheduled that provides enough hours for unit inclusion. Permanent job openings shall be filled within 40 days from the last day of the job-posting period.

SECTION 10. Job Posting Copies: Copies of all job posting shall be provided to the chief steward(s).

SECTION 11. Reduction in Force: The parties recognize the principle of seniority in the application of this Agreement, within classification, concerning reduction in force, provided the employee is fully qualified to perform the duties and responsibilities of the position. An employee on layoff shall retain his/her seniority and right to recall, within classification, in seniority order for a period of 15 months after the date of layoff. The employee must be fully qualified for the position to be recalled. Fully qualified means the person must meet all current federal and/or state qualifications for the position, even if qualifications for the position have changed since the date of lay off. The School District determines the actual date of recall. No job opening shall exist within the district if someone from that job classification is on layoff.

SECTION 12. Notifying the School District of a Change of Address: An employee on lay off must advise the School District of any change in address which occurs during his/her period of recall.

SECTION 13. Seniority List: A seniority list will be made up by the School District and posted once a year. When the seniority list is posted, an employee shall have 15 working days to request a correction on the list.

SECTION 14. Loss of Seniority and Related Benefits: Employees who are terminated during their initial probationary period, resign, retire, are discharged for just cause, or fail to return to work following the completion of a leave of absence, or fail to respond to a recall notice within 16 calendar days while on layoff shall lose their seniority rights, longevity pay, and other related benefits.

SECTION 15. Job Classifications: Employees may be reassigned within their classification whenever employee absences create the need for reassignment.

1. Instructional Paraprofessional
 - a. Paraprofessional II
 - i. Computer Technician Assistant
 - ii. High School Library and Online Learning Assistant
 - iii. Little Sand Learning Center Program Coordinator
2. Clerical Paraprofessional
3. Management Paraprofessional
 - i. Paraprofessional/Driver
4. Baker
5. Cooks I & II
6. Kitchen Helper
7. Custodian
8. Secretary
9. Bookkeeper II
10. Mechanic II
11. Bus Driver (including Special Education Bus Driver)
12. Payroll Clerk
13. Groundskeeper
14. Cleaner
15. Lead Custodian

- 16. District Computer Tech
- 17. Indian Education Paraprofessional
- 18. Health Paraprofessional

ARTICLE XIII: Grievance Procedure

SECTION 1. Grievance Procedure: A “grievance” shall mean an allegation by an employee or group of employees resulting in a dispute or disagreement between the employee or group of employees, as filed by the exclusive representative, and the School District as to the interpretation or application of terms and conditions of employment insofar as such matters are contained in this Agreement.

SECTION 2. Representative: The employee, administrator, or School Board may be represented during any step of the procedure by any person or agent designated by such party to act on the party’s behalf.

SECTION 3. Definitions and Interpretations:

Subd. 1. Extension: Time limits specified in this Agreement may be extended by mutual agreement.

Subd. 2. Days: Reference to “days” regarding time periods in this procedure shall refer to all weekdays not designated as holidays by this contract or state law.

Subd. 3. Computation of Time: In computing any period of time prescribed or allowed by procedures in this article, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, Sunday, or a legal holiday.

Subd. 4. Filing and Postmark: The filing or service of any notice or document required by this Agreement shall be timely if it bears a postmark of the United States mail or if it has been faxed or personally served within the time period. The counting of the timeline begins the day after the employee, the employee’s representative, or School District receives notice.

SECTION 4. Time Limitations: A grievance shall not be valid for consideration unless the grievance is submitted in writing to the principal(s) or building administrator setting forth the facts and the specific provision(s) of the Agreement allegedly violated and the particular relief sought within 20 days after the date of the event giving rise to the grievance occurred.

Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the employee and the School District’s designee.

SECTION 5. An Adjustment of Grievance: The School District and the employee shall attempt to adjust all grievances which may arise during the course of employment of any employee in the following manner:

Subd. 1. Level I - If the grievance is not resolved through informal discussion, the principal(s) or building administrator shall give a written decision on the grievance to the parties involved within 5 days after receipt of the written grievance.

Subd. 2. Level II - Superintendent: In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the Superintendent, provided such appeal is made in writing within 5 days after receipt of the decision in Level I. If a grievance is properly appealed to the Superintendent, the Superintendent or his/her designee shall set a time to meet regarding the grievance within 10 days after receipt of the appeal. Within 7 days after the meeting, the Superintendent or his/her designee shall issue a decision in writing to the parties involved.

Subd. 3. Level III - School Board: In the event the grievance is not resolved in Level II, the decision rendered may be appealed to the School Board, provided such appeal is made in writing within 5 days after receipt of the decision in Level II. If a grievance is properly appealed to the School Board, the School Board shall set a time to hear the grievance at the next regular School Board meeting after receipt of the appeal. Within 10 days after the hearing, the School Board shall issue its decision in writing to the parties involved. At the option of the School Board, a committee or representative(s) of the School Board may be designated by the School Board to hear the appeal at this level and report the findings and recommendations to the School Board. The School Board shall then render its decision.

Subd. 4. Grievance Mediation: Either party may request grievance mediation at any time by sending a written request to the BMS and by sending a copy of such requests to the other party.

SECTION 6. Denial of Grievance: Failure by the School Board or its representative to issue a decision within the time periods provided in this article shall constitute a denial of the grievance, and the employee may appeal it to the next level.

SECTION 7. Arbitration Procedures: In the event that the employee and the School Board are unable to resolve any grievance, the grievance may be submitted to arbitration as explained in this article.

Subd. 1. Submission to Arbitration: The grievant may submit to arbitration any grievance which has been properly processed through Level III of the grievance procedure. The exclusive representative must file with the Superintendent a written notice of intention to arbitrate not more than 12 days after the written decision of the grievance at Level III. Arbitration proceedings shall be conducted according to labor arbitration rules.

Subd. 2. Prior Procedure Required: No grievance shall be considered by the arbitrator which has not been first duly processed in accordance with the grievance procedure and appeal provisions.

Subd. 3. Selection of Arbitrator: The School District and employee or employee's representative shall endeavor to select a mutually acceptable arbitrator to hear and decide the grievance. If the School District and the employee or employee's representative are unable to agree on an arbitrator, they may request from the Commissioner of the BMS, a list of 5 names. The list maintained by the Commissioner shall be made up of qualified arbitrators who have submitted an application to the Commissioner. The parties shall alternately strike names from the list of 5 arbitrators until only 1 name remains. The remaining arbitrator shall hear and decide the grievance. If the parties are unable to agree on who shall strike the first name, the question shall be decided by a flip of the coin. Each party shall be responsible for equally compensating the arbitrator for his/her fee and necessary expenses.

Subd. 4. Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of employment contained in this written Agreement; nor shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined in this

article; nor shall the jurisdiction of the arbitrator extend to matters of inherent managerial policy, which shall include, but are not limited, to such areas of discretion or policy as the functions and programs of the School District, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. In considering any issue in dispute, the arbitrator's order shall give due consideration to the statutory rights and obligations of the School District to efficiently manage and conduct its operation within the legal limitations surrounding the financing of such operations.

Subd. 5. Decision: The decision of the arbitrator shall be final and binding on all parties to the dispute. The decision shall be issued to the parties by the arbitrator, and a copy shall be filed with the BMS.

Subd. 6. Extension of Time Limits: The parties, by mutual written agreement, may waive any step and extend any time limits in this grievance procedure.

Subd. 7. Employee Participation: Employees shall not lose wages due to their necessary participation in grievance hearing held locally during the working hours. No reprisals of any kind will be taken by the School District against any employee because of his/her participation in this grievance procedure.

ARTICLE XIV: Extra Compensation

SECTION 1. 403(b)

Subd. 1. Eligibility. Pursuant to the provisions of M.S. 123B.02, Subd. 15 and Section 403(b) of the Federal Internal Revenue Code, the School District will make matching contributions for each employee.

Subd. 2. Amount of School District Contribution:

403(b) – Beginning January 1, 2019 members of the Minnesota Schools Employees Association Northland Community Schools Unit shall be eligible to participate in this plan and receive matching contributions from the District, according to the following schedule:

Credited Years of Service in the District	Maximum Annual Matching Contribution	Minimum Employee Contribution
Less than 1 (one) year	\$100	\$100
1-9	\$350	\$350
10+	\$600	\$600

In recognition of continuous service to the District, employees will receive the annual longevity bonus listed below. Longevity will be paid annually by June 30.

Years of Service to the District.	Longevity Bonus
20-24 Years.	\$500
25-29 Years.	\$750
30+ Years.	\$1,000

ARTICLE XV: Miscellaneous

SECTION 1. Boiler License Fee: The School District shall pay the cost of a boiler license fee when the School District requires the custodian to maintain a boiler license as a requirement for his or her job. A custodian who is hired without the qualification of possessing a “Special Class Boiler License” will obtain a Special Class boiler license within 30 workdays of employment and will obtain a “Second Class Boiler

License” within 28-months. The School District shall pay only the actual cost of the boiler license fee. The district agrees to pay only once for training time, testing materials, testing time, and exam for each license level required.

SECTION 2. Para Pro Test: The School District shall pay the test fee for the Para Pro Test for currently employed paraprofessionals. The district will pay the fee only once for any paraprofessional. If the district becomes a Title I School Wide project, the School District shall pay the test fee for the Para Pro Test.

SECTION 3: Extra Trips

Subd. 1. POSTING: All extra trips sponsored by the School District shall be posted.

Subd. 2. SIGN-UP: Regular drivers who want to drive posted trips can sign up for posted trips.

Subd. 3. ASSIGNMENTS: The senior driver with the least accumulated trip hours shall have the trip. However, the transportation supervisor may reschedule the driver in the event that special circumstances arise. In the event no driver signs up by the deadline, the transportation supervisor has the authority to fill the trip by any means necessary.

ARTICLE XVI: Duration

SECTION 1. Term and Reopening Negotiations: This Agreement shall remain in full force and effect for a period commencing on July 1, 2024 through June 30, 2026, and thereafter until modifications are made pursuant to the P.E.L.R.A. If either party desires to modify or amend this Agreement commencing at its expiration, it shall give written notice of such intent to the other party no later than 60 days prior to said expiration. Unless otherwise mutually agreed, the parties shall not commence negotiations more than 60 days prior to the expiration of this Agreement.

SECTION 2. Effect: This Agreement constitutes the full and complete Agreement between the School District and the exclusive representative. The provisions of this Agreement relating to terms and conditions of employment supersede any and all prior agreements, resolutions, and practices, and School District policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions. Nothing in this Agreement shall be construed to obligate the School District to continue or discontinue existing or past practices or prohibit the School District from exercising all management rights and prerogatives, except insofar as this exercise would be in express violation of any term of this Agreement.

SECTION 3. Finality: Any matters relating to the terms and conditions of employment, whether or not referred to in this Agreement, shall not be open for negotiation during the term of this Agreement.

SECTION 4. Severability: The provisions of this Agreement 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 Agreement or the application of any such provisions thereof.

**APPENDIX A
SCHEDULE A
2024-2025**

Step	Para	Para II	Baker	Cooks I&II	Kitchen Helper	Custodian	Cleaner	Grounds keeper
1	\$16.33	\$17.91	\$21.23	\$16.29	\$14.40	\$16.29	\$15.56	\$14.79
2	\$16.58	\$18.16	\$21.48	\$16.54	\$14.65	\$16.54	\$15.81	\$15.04
3	\$16.83	\$18.41	\$21.73	\$16.79	\$14.90	\$16.79	\$16.06	\$15.29
4	\$17.08	\$18.66	\$21.98	\$17.04	\$15.15	\$17.04	\$16.31	\$15.54
5	\$17.33	\$18.91	\$22.23	\$17.29	\$15.40	\$17.29	\$16.56	\$15.79
6	\$17.58	\$19.16	\$22.48	\$17.54	\$15.65	\$17.54	\$16.81	\$16.04
7	\$17.83	\$19.41	\$22.73	\$17.79	\$15.90	\$17.79	\$17.06	\$16.29
8	\$18.08	\$19.66	\$22.98	\$18.04	\$16.15	\$18.04	\$17.31	\$16.54
9	\$18.33	\$19.91	\$23.23	\$18.29	\$16.40	\$18.29	\$17.56	\$16.79
10	\$18.58	\$20.16	\$23.48	\$18.54	\$16.65	\$18.54	\$17.81	\$17.04
11	\$18.83	\$20.41	\$23.73	\$18.79	\$16.90	\$18.79	\$18.06	\$17.29
12	\$19.08	\$20.66	\$23.98	\$19.04	\$17.15	\$19.04	\$18.31	\$17.54
13	\$19.33	\$20.91	\$24.23	\$19.29	\$17.40	\$19.29	\$18.56	\$17.79
14	\$19.58	\$21.16	\$24.48	\$19.54	\$17.65	\$19.54	\$18.81	\$18.04
15	\$19.83	\$21.41	\$24.73	\$19.79	\$17.90	\$19.79	\$19.06	\$18.29
16	\$20.08	\$21.66	\$24.98	\$20.04	\$18.15	\$20.04	\$19.31	\$18.54
17	\$20.33	\$21.91	\$25.23	\$20.29	\$18.40	\$20.29	\$19.56	\$18.79
18	\$20.58	\$22.16	\$25.48	\$20.54	\$18.65	\$20.54	\$19.81	\$19.04
19	\$20.83	\$22.41	\$25.73	\$20.79	\$18.90	\$20.79	\$20.06	\$19.29
20	\$21.08	\$22.66	\$25.98	\$21.04	\$19.15	\$21.04	\$20.31	\$19.54
21	\$21.33	\$22.91	\$26.23	\$21.29	\$19.40	\$21.29	\$20.56	\$19.79
22	\$21.58	\$23.16	\$26.48	\$21.54	\$19.65	\$21.54	\$20.81	\$20.04
23	\$21.83	\$23.41	\$26.73	\$21.79	\$19.90	\$21.79	\$21.06	\$20.29
24	\$22.08	\$23.66	\$26.98	\$22.04	\$20.15	\$22.04	\$21.31	\$20.54
25	\$22.33	\$23.91	\$27.23	\$22.29	\$20.40	\$22.29	\$21.56	\$20.79
26	\$22.58	\$24.16	\$27.48	\$22.54	\$20.65	\$22.54	\$21.81	\$21.04
27	\$22.83	\$24.41	\$27.73	\$22.79	\$20.90	\$22.79	\$22.06	\$21.29
28	\$23.08	\$24.66	\$27.98	\$23.04	\$21.15	\$23.04	\$22.31	\$21.54
29	\$23.33	\$24.91	\$28.23	\$23.29	\$21.40	\$23.29	\$22.56	\$21.79
30	\$23.58	\$25.16	\$28.48	\$23.54	\$21.65	\$23.54	\$22.81	\$22.04

2024-2025 Continued

Step	Mechanic	Mech. II	Driver	Secretary	Payroll	Book-keeper	Book-keeper II	Lead Custodian	Dist. Comp Tech
1	\$ 26.15	\$ -	\$ 26.15	\$ 18.30	\$ 20.10	\$ 23.90	\$ 27.48	\$ 19.22	\$ 23.00
2	\$ 26.40	\$ -	\$ 26.40	\$ 18.55	\$ 20.35	\$ 24.15	\$ 27.73	\$ 19.47	\$ 23.25
3	\$ 26.65	\$ -	\$ 26.65	\$ 18.80	\$ 20.60	\$ 24.40	\$ 27.98	\$ 19.72	\$ 23.50
4	\$ 26.90	\$ -	\$ 26.90	\$ 19.05	\$ 20.85	\$ 24.65	\$ 28.23	\$ 19.97	\$ 23.75
5	\$ 27.15	\$ -	\$ 27.15	\$ 19.30	\$ 21.10	\$ 24.90	\$ 28.48	\$ 20.22	\$ 24.00
6	\$ 27.40	\$ -	\$ 27.40	\$ 19.55	\$ 21.35	\$ 25.15	\$ 28.73	\$ 20.47	\$ 24.25
7	\$ 27.65	\$ -	\$ 27.65	\$ 19.80	\$ 21.60	\$ 25.40	\$ 28.98	\$ 20.72	\$ 24.50
8	\$ 27.90	\$ -	\$ 27.90	\$ 20.05	\$ 21.85	\$ 25.65	\$ 29.23	\$ 20.97	\$ 24.75
9	\$ 28.15	\$ -	\$ 28.15	\$ 20.30	\$ 22.10	\$ 25.90	\$ 29.48	\$ 21.22	\$ 25.00
10	\$ 28.40	\$ 25.98	\$ 28.40	\$ 20.55	\$ 22.35	\$ 26.15	\$ 29.73	\$ 21.47	\$ 25.25
11	\$ 28.65	\$ 26.23	\$ 28.65	\$ 20.80	\$ 22.60	\$ 26.40	\$ 29.98	\$ 21.72	\$ 25.50
12	\$ 28.90	\$ 26.48	\$ 28.90	\$ 21.05	\$ 22.85	\$ 26.65	\$ 30.23	\$ 21.97	\$ 25.75
13	\$ 29.15	\$ 26.73	\$ 29.15	\$ 21.30	\$ 23.10	\$ 26.90	\$ 30.48	\$ 22.22	\$ 26.00
14	\$ 29.40	\$ 26.98	\$ 29.40	\$ 21.55	\$ 23.35	\$ 27.15	\$ 30.73	\$ 22.47	\$ 26.25
15	\$ 29.65	\$ 27.23	\$ 29.65	\$ 21.80	\$ 23.60	\$ 27.40	\$ 30.98	\$ 22.72	\$ 26.50
16	\$ 29.90	\$ 27.48	\$ 29.90	\$ 22.05	\$ 23.85	\$ 27.65	\$ 21.23	\$ 22.97	\$ 26.75
17	\$ 30.15	\$ 27.73	\$ 30.15	\$ 22.30	\$ 24.10	\$ 27.90	\$ 31.48	\$ 23.22	\$ 27.00
18	\$ 30.40	\$ 27.98	\$ 30.40	\$ 22.55	\$ 24.35	\$ 28.15	\$ 31.73	\$ 23.47	\$ 27.25
19	\$ 30.65	\$ 28.23	\$ 30.65	\$ 22.80	\$ 24.60	\$ 28.40	\$ 31.98	\$ 23.72	\$ 27.50
20	\$ 30.90	\$ 28.48	\$ 30.90	\$ 23.05	\$ 24.85	\$ 28.65	\$ 32.23	\$ 23.97	\$ 27.75
21	\$ 31.15	\$ 28.73	\$ 31.15	\$ 23.30	\$ 25.10	\$ 28.90	\$ 32.48	\$ 24.22	\$ 28.00
22	\$ 31.40	\$ 28.98	\$ 31.40	\$ 23.55	\$ 25.35	\$ 29.15	\$ 32.73	\$ 24.47	\$ 28.25
23	\$ 31.65	\$ 29.23	\$ 31.65	\$ 23.80	\$ 25.60	\$ 29.40	\$ 32.98	\$ 24.72	\$ 28.50
24	\$ 31.90	\$ 29.48	\$ 31.90	\$ 24.05	\$ 25.85	\$ 29.65	\$ 33.23	\$ 24.97	\$ 28.75
25	\$ 32.15	\$ 29.73	\$ 32.15	\$ 24.30	\$ 26.10	\$ 29.90	\$ 33.48	\$ 25.22	\$ 29.00
26	\$ 32.40	\$ 29.98	\$ 32.40	\$ 24.55	\$ 26.35	\$ 30.15	\$ 33.73	\$ 25.47	\$ 29.25
27	\$ 32.65	\$ 30.23	\$ 32.65	\$ 24.80	\$ 26.60	\$ 30.40	\$ 33.98	\$ 25.72	\$ 29.50
28	\$ 32.90	\$ 30.48	\$ 32.90	\$ 25.05	\$ 26.85	\$ 30.65	\$ 34.23	\$ 25.97	\$ 29.75
29	\$ 33.15	\$ 30.73	\$ 33.15	\$ 25.30	\$ 27.10	\$ 30.90	\$ 34.48	\$ 26.22	\$ 30.00
30	\$ 33.40	\$ 30.98	\$ 33.40	\$ 25.55	\$ 27.35	\$ 31.15	\$ 34.73	\$ 26.47	\$ 30.25

Upon completion of the probationary period, employees are entitled to step movement on their anniversary date. Step advancement: After the first full year of employment, step eligible employees shall advance on July 1 of the applicable step-year.

**APPENDIX A
SCHEDULE B
2025-2026**

Step	Para	Para II	Baker	Cooks I&II	Kitchen Helper	Custodian	Cleaner	Grounds Keeper
1	\$16.49	\$18.09	\$21.44	\$16.45	\$14.54	\$16.45	\$15.72	\$14.94
2	\$16.75	\$18.34	\$21.69	\$16.71	\$14.80	\$16.71	\$15.97	\$15.19
3	\$17.00	\$18.59	\$21.95	\$16.96	\$15.05	\$16.96	\$16.22	\$15.44
4	\$17.25	\$18.85	\$22.20	\$17.21	\$15.30	\$17.21	\$16.47	\$15.70
5	\$17.50	\$19.10	\$22.45	\$17.46	\$15.55	\$17.46	\$16.73	\$15.95
6	\$17.76	\$19.35	\$22.70	\$17.72	\$15.81	\$17.72	\$16.98	\$16.20
7	\$18.01	\$19.60	\$22.96	\$17.97	\$16.06	\$17.97	\$17.23	\$16.45
8	\$18.26	\$19.86	\$23.21	\$18.22	\$16.31	\$18.22	\$17.48	\$16.71
9	\$18.51	\$20.11	\$23.46	\$18.47	\$16.56	\$18.47	\$17.74	\$16.96
10	\$18.77	\$20.36	\$23.71	\$18.73	\$16.82	\$18.73	\$17.99	\$17.21
11	\$19.02	\$20.61	\$23.97	\$18.98	\$17.07	\$18.98	\$18.24	\$17.46
12	\$19.27	\$20.87	\$24.22	\$19.23	\$17.32	\$19.23	\$18.49	\$17.72
13	\$19.52	\$21.12	\$24.47	\$19.48	\$17.57	\$19.48	\$18.75	\$17.97
14	\$19.78	\$21.37	\$24.72	\$19.74	\$17.83	\$19.74	\$19.00	\$18.22
15	\$20.03	\$21.62	\$24.98	\$19.99	\$18.08	\$19.99	\$19.25	\$18.47
16	\$20.28	\$21.88	\$25.23	\$20.24	\$18.33	\$20.24	\$19.50	\$18.73
17	\$20.53	\$22.13	\$25.48	\$20.49	\$18.58	\$20.49	\$19.76	\$18.98
18	\$20.79	\$22.38	\$25.73	\$20.75	\$18.84	\$20.75	\$20.01	\$19.23
19	\$21.04	\$22.63	\$25.99	\$21.00	\$19.09	\$21.00	\$20.26	\$19.48
20	\$21.29	\$22.89	\$26.24	\$21.25	\$19.34	\$21.25	\$20.51	\$19.74
21	\$21.54	\$23.14	\$26.49	\$21.50	\$19.59	\$21.50	\$20.77	\$19.99
22	\$21.80	\$23.39	\$26.74	\$21.76	\$19.85	\$21.76	\$21.02	\$20.24
23	\$22.05	\$23.64	\$27.00	\$22.01	\$20.10	\$22.01	\$21.27	\$20.49
24	\$22.30	\$23.90	\$27.25	\$22.26	\$20.35	\$22.26	\$21.52	\$20.75
25	\$22.55	\$24.15	\$27.50	\$22.51	\$20.60	\$22.51	\$21.78	\$21.00
26	\$22.81	\$24.40	\$27.75	\$22.77	\$20.86	\$22.77	\$22.03	\$21.25
27	\$23.06	\$24.65	\$28.01	\$23.02	\$21.11	\$23.02	\$22.28	\$21.50
28	\$23.31	\$24.91	\$28.26	\$23.27	\$21.36	\$23.27	\$22.53	\$21.76
29	\$23.56	\$25.16	\$28.51	\$23.52	\$21.61	\$23.52	\$22.79	\$22.01
30	\$23.82	\$25.41	\$28.76	\$23.78	\$21.87	\$23.78	\$23.04	\$22.26

2025-2026 Continued

Step	Mechanic	Mech. II	Bus Driver	Secretary	Payroll	Book-keeper	Book-keeper II	Lead Custodian	Dist. Comp. Tech
1	\$ 26.41	\$ -	\$ 26.41	\$ 18.48	\$ 20.30	\$ 24.14	\$ 27.75	\$ 19.41	\$ 23.23
2	\$ 26.66	\$ -	\$ 26.66	\$ 18.74	\$ 20.55	\$ 24.39	\$ 28.01	\$ 19.66	\$ 23.48
3	\$ 26.92	\$ -	\$ 26.92	\$ 18.99	\$ 20.81	\$ 24.64	\$ 28.26	\$ 19.92	\$ 23.74
4	\$ 27.17	\$ -	\$ 27.17	\$ 19.24	\$ 21.06	\$ 24.90	\$ 28.51	\$ 20.17	\$ 23.99
5	\$ 27.42	\$ -	\$ 27.42	\$ 19.49	\$ 21.31	\$ 25.15	\$ 28.76	\$ 20.42	\$ 24.24
6	\$ 27.67	\$ -	\$ 27.67	\$ 19.75	\$ 21.56	\$ 25.40	\$ 29.02	\$ 20.67	\$ 24.49
7	\$ 27.93	\$ -	\$ 27.93	\$ 20.00	\$ 21.82	\$ 25.65	\$ 29.27	\$ 20.93	\$ 24.75
8	\$ 28.18	\$ -	\$ 28.18	\$ 20.25	\$ 22.07	\$ 25.91	\$ 29.52	\$ 21.18	\$ 25.00
9	\$ 28.43	\$ -	\$ 28.43	\$ 20.50	\$ 22.32	\$ 26.16	\$ 29.77	\$ 21.43	\$ 25.25
10	\$ 28.68	\$ 26.24	\$ 28.68	\$ 20.76	\$ 22.57	\$ 26.41	\$ 30.03	\$ 21.68	\$ 25.50
11	\$ 28.94	\$ 26.49	\$ 28.94	\$ 21.01	\$ 22.83	\$ 26.66	\$ 30.28	\$ 21.94	\$ 25.76
12	\$ 29.19	\$ 26.74	\$ 29.19	\$ 21.26	\$ 23.08	\$ 26.92	\$ 30.53	\$ 22.19	\$ 26.01
13	\$ 29.44	\$ 27.00	\$ 29.44	\$ 21.51	\$ 23.33	\$ 27.17	\$ 30.78	\$ 22.44	\$ 26.26
14	\$ 29.69	\$ 27.25	\$ 29.69	\$ 21.77	\$ 23.58	\$ 27.42	\$ 31.04	\$ 22.69	\$ 26.51
15	\$ 29.95	\$ 27.50	\$ 29.95	\$ 22.02	\$ 23.84	\$ 27.67	\$ 31.29	\$ 22.95	\$ 26.77
16	\$ 30.20	\$ 27.75	\$ 30.20	\$ 22.27	\$ 24.09	\$ 27.93	\$ 31.54	\$ 23.20	\$ 27.02
17	\$ 30.45	\$ 28.01	\$ 30.45	\$ 22.52	\$ 24.34	\$ 28.18	\$ 31.79	\$ 23.45	\$ 27.27
18	\$ 30.70	\$ 28.26	\$ 30.70	\$ 22.78	\$ 24.59	\$ 28.43	\$ 32.05	\$ 23.70	\$ 27.52
19	\$ 30.96	\$ 28.51	\$ 30.96	\$ 23.03	\$ 24.85	\$ 28.68	\$ 32.30	\$ 23.96	\$ 27.78
20	\$ 31.21	\$ 28.76	\$ 31.21	\$ 23.28	\$ 25.10	\$ 28.94	\$ 32.55	\$ 24.21	\$ 28.03
21	\$ 31.46	\$ 29.02	\$ 31.46	\$ 23.53	\$ 25.35	\$ 29.19	\$ 32.80	\$ 24.46	\$ 28.28
22	\$ 31.71	\$ 29.27	\$ 31.71	\$ 23.79	\$ 25.60	\$ 29.44	\$ 33.06	\$ 24.71	\$ 28.53
23	\$ 31.97	\$ 29.52	\$ 31.97	\$ 24.04	\$ 25.86	\$ 29.69	\$ 33.31	\$ 24.97	\$ 28.79
24	\$ 32.22	\$ 29.77	\$ 32.22	\$ 24.29	\$ 26.11	\$ 29.95	\$ 33.56	\$ 25.22	\$ 29.04
25	\$ 32.47	\$ 30.03	\$ 32.47	\$ 24.54	\$ 26.36	\$ 30.20	\$ 33.81	\$ 25.47	\$ 29.29
26	\$ 32.72	\$ 30.28	\$ 32.72	\$ 24.80	\$ 26.61	\$ 30.45	\$ 34.07	\$ 25.72	\$ 29.54
27	\$ 32.98	\$ 30.53	\$ 32.98	\$ 25.05	\$ 26.87	\$ 30.70	\$ 34.32	\$ 25.98	\$ 29.80
28	\$ 33.23	\$ 30.78	\$ 33.23	\$ 25.30	\$ 27.12	\$ 30.96	\$ 34.57	\$ 26.23	\$ 30.05
29	\$ 33.48	\$ 31.04	\$ 33.48	\$ 25.55	\$ 27.37	\$ 31.21	\$ 34.82	\$ 26.48	\$ 30.30
30	\$ 33.73	\$ 31.29	\$ 33.73	\$ 25.81	\$ 27.62	\$ 31.46	\$ 35.08	\$ 26.73	\$ 30.55

Upon completion of the probationary period, employees are entitled to step movement on their anniversary date. Step advancement: After the first full year of employment, step eligible employees shall advance on July 1 of the applicable step-year.

WITNESS WHEREOF, the parties have executed this Master Agreement as follows:

FOR:

MN School Employees' Association
Representative

Carla Hopkins, Vice Steward

Lori Sizenbach, Chief Steward

MSEA Negotiator

Date

FOR:

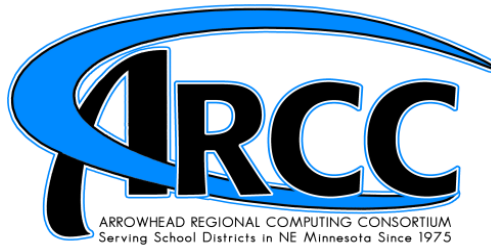
Independent School District #118 Exclusive

Marc Ruyak, School Board Chairperson

Linda Knox, School Board Clerk

Date

DRAFT



To: ARCC Member Superintendents

From: Cindy Lee Olson, Executive Director

Subject: 2024-2025 Membership Renewal

Date: May 24, 2023

The ARCC Governance Board recently approved our Fiscal Year (FY) 2024-2025 budget and fee structure. As always, our goal in setting fees is to develop a structure that enables us to maintain the consistent reliable support that you expect from ARCC with minimal changes from year to year.

The following were considerations in setting Fiscal Year 2024-2025 membership fees:

- After the cyber attack, all SMART databases were moved to cmERDC for secure hosting. The cost per database is \$2,385 annually. For our cooperative and joint power organizations, this means we had to increase your Base Membership fee in order to cover those direct costs.
- Your ARCC fees include SMART Software, software enhancements, software training and day to day software support.
- ARCC dues are based on adjusted (weighted) pupil units (APU), and our membership experienced an overall decrease of 233.22 APU, which is -.78%.
- This year, salaries and benefits are 60% of our budget. We work hard to hire and retain quality staff to ensure the quality of service we provide continues.
- We are working with our attorneys to develop policies and procedures. This is a direct result of our cyber attack and not covered by insurance. It is estimated this will cost us \$45,000 this year.
- Facility costs are 12.3% of our budget, this includes lease and utility costs.
- Professional Services are 11.9% of our budget. This includes costs to maintain and improve SMART Finance and SMART HR/Payroll software functionality, licensing,

updates, training and support on all modules; through a partnership with four other regional management information centers.

- A major portion of your ARCC bill may be charged to your Operating Capital fund.
- A minor portion of your ARCC bill is recoverable through State Telecom Equity Aid.

In addition to establishing our budget and fee structure in May, the ARCC Governance Board makes decisions on our service model. The following is a brief summary of some of those recent decisions:

- We continue to support districts who use both Infinite Campus and PowerSchool Student Information Systems. This will include support for MARSS, EdFi, MCCC, CRDC and other mandated reporting requirements. It can also include things like training, database hosting and backups, if districts desire that service.
- Many districts receive "Lack of Segregation" audit findings. Outsourcing bank statement reconciliations can help with that finding. It also keeps the district up to date on reconciliations during the year, which is also a common audit finding. The cost of this service is \$100 an hour.
- In the past we have assisted districts when they have an emergency, sudden turnover, or just need help with a project. The cost for this service is \$125 per hour. This would not include any work we do as a part of training your employees as that is included in your membership billing. It is only for when we are doing the project from start to finish for the district. This service can be limited due to available staffing resources at ARCC.
- We continue to support districts in applying for E-Rate and Telecom Equity Aid funding.

Please feel free to call me at 218-723-1700 x101 (or my cell 218-591-6317) if you have any questions or concerns about your ARCC services, invoice or service model additions. I am also able to meet with your Board if they have questions about ARCC services. Please let me know if you would like me to schedule a visit.

If you plan to make a change in the services you receive, contact us so we may provide you with a revised contract and invoice.

The membership renewal packet is being sent electronically by email this year. The packet includes the following documents to process:

Specific Services Contract – please have your board approve and the clerk sign. Please return a copy of the signed document by email to kburn@arcc.org.

Dues Invoice – please process payment of the enclosed Invoice. Copies will not be sent by U.S. mail.

ARCC staff and I look forward to supporting the vital work you all do!

I would like to recognize and thank the ARCC Governance Board Members for their guidance over the past year(s). The current ARCC Board members are as follows:

2025 ARCC Governance Board Members

School Board Members

Mark Meyer – Hill City
Barb Kalmi – Nashwauk
Bob Rahja – Chisholm
Tim Riordan – Rock Ridge

Superintendents

Richard Aldrich – Hibbing
Reggie Engebritson – Mt Iron
Peter Hardy – Nett Lake
Dan Stifter – Aitkin

Business Managers

Steve Anderson – Proctor
Jennifer Drotts – Deer River/IASC

Instructional Management

Sheri Sanberg – Aitkin

Enclosures:

Summary of ARCC Services
Historical 5-Year Fee Comparison
Fee Legend
Statistic and Fee Change Analysis
Membership Dues Invoice (Also sent to your accounts payable department)

Separate File to Execute and Return to ARCC:

Specific Services Contract (Sign and return a copy to Kara Burn at ARCC, kburn@arcc.org)

Arrowhead Regional Computing Consortium
 Statistic and Fee Change Analysis FY 2023-2024 vs 2024-2025
Northland Community Schools

Statistics	2024-2025	2023-2024	\$ Change	% Change
Adjusted Pupil Units	377.18	372.02	5.16	1.39%
Payroll Runs Processed	33	31	2	6.45%
PR Forms Processed	2,370	2,391	-21	-0.88%
Average Daily Membership	350	353	-3	-0.85%

Fee Legend	Unit Measurement	2024-2025	2023-2024	\$ Change	% Change
Base Membership	Per Entity	\$3,500.00	\$3,400.00	\$100.00	2.94%
Membership Dues	Per Adjusted Pupil Unit	\$4.75	\$4.50	\$0.25	5.56%
Finance/UFARS Support	Per Adjusted Pupil Unit	\$15.75	\$15.50	\$0.25	1.61%
Payroll/STAR Support	Per Adjusted Pupil Unit	\$11.75	\$11.50	\$0.25	2.17%
Payroll Runs	Per Payroll Runs Processed	\$55.00	\$55.00	\$0.00	0.00%
Payroll Forms	Per Payroll Forms Processed	\$0.40	\$0.35	\$0.05	14.29%
Infinite Campus/MARSS Support	Per Adjusted Pupil Unit/Min \$5,550 + \$.80 Per APU	\$11.00	\$10.75	\$0.25	2.33%
Other SIS MARSS Support	Per Entity	\$2,450.00	\$2,450.00	\$0.00	0.00%
	Minimum	\$5,550.00	\$5,550.00	\$0.00	0.00%
	Per APU	\$0.80	\$0.75	\$0.05	6.67%

Fees Billed	Unit Measurement	2024-2025	2023-2024	\$ Change	% Change
Base Membership	Per Entity	\$3,500.00	\$3,400.00	\$100.00	2.94%
Membership Dues	Per Adjusted Pupil Unit	\$1,791.61	\$1,674.09	\$117.52	7.02%
Finance/UFARS Support	Per Adjusted Pupil Unit	\$5,940.59	\$5,766.31	\$174.28	3.02%
Payroll/STAR Support	Per Adjusted Pupil Unit	\$4,431.87	\$4,278.23	\$153.64	3.59%
Payroll Runs	Per Payroll Runs Processed	\$1,815.00	\$1,705.00	\$110.00	6.45%
Payroll Forms	Per Payroll Forms Processed	\$948.00	\$836.85	\$111.15	13.28%
Infinite Campus/MARSS Support	Per Adjusted Pupil Unit/Min \$5,550 + \$.75 Per APU	\$5,830.00	\$5,829.02	\$0.98	0.02%
Other SIS MARSS Support	Per Entity	\$0.00	\$0.00	\$0.00	N/A

Total		\$24,257.07	\$23,489.50	\$767.57	3.27%
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Analysis of Fee Changes	2024-2025	2023-2024	\$ Change	% Change
Fees Charged per Entity	\$3,500.00	\$3,400.00	\$100.00	2.94%
Fees Charged on Pupil Units	\$17,994.07	\$17,547.65	\$446.42	2.54%
Fees Charged on Payroll Usage	\$2,763.00	\$2,541.85	\$221.15	8.70%
Total Fee Change	\$24,257.07	\$23,489.50	\$767.57	3.27%

**Arrowhead Regional Computing Consortium
Historical Fee Comparison
Northland Community Schools (Remer)**

Fiscal Year	<u>24-25</u>	<u>23-24</u>	<u>22-23</u>	<u>21-22</u>	<u>20-21</u>
Pupil Measurement Type	Adjusted Pupil Units	Adjusted Pupil Units	Adjusted Pupil Units	Adjusted Pupil Units	Adjusted Pupil Units
Pupil Units	377.18	372.02	349.97	351.76	354.41
Base Membership	3,500	3,400	3,250	3,250	3,250
Membership Dues	1,792	1,674	1,487	1,495	1,506
Total Membership Fees	<u>5,292</u>	<u>5,074</u>	<u>4,737</u>	<u>4,745</u>	<u>4,756</u>
Finance/UFARS Fees	5,941	5,766	5,337	5,364	5,405
Payroll/STAR Fees	7,195	6,820	6,480	6,383	6,488
Total Finance & Payroll Fees	<u>13,136</u>	<u>12,586</u>	<u>11,817</u>	<u>11,747</u>	<u>11,893</u>
Campus Student Support	5,830	5,829	5,725	5,726	5,727
Total Student Fees	<u>5,830</u>	<u>5,829</u>	<u>5,725</u>	<u>5,726</u>	<u>5,727</u>
Total ARCC Services	<u><u>24,258</u></u>	<u><u>23,489</u></u>	<u><u>22,279</u></u>	<u><u>22,218</u></u>	<u><u>22,376</u></u>
	1 Year	5 Years			
\$ Change	769	1,882			
% Change	3.272%	8.41%			

Arrowhead Regional Computing Consortium 10 Year Historical Fee Legend

	2024-2025	2023-2024	2022-2023	2021-2022	2020-2021	2019-2020	2018-2019	2017-2018	2016-2017	2015-2016	2014-2015
Formula Allowance	\$7,281	\$7,137	\$6,863	\$6,728	\$6,567	\$6,438	\$6,312	\$6,188	\$6,067	\$5,948	\$5,831
Pupil Type	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Re-weighted Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)
Base Membership	Flat fee \$3,500 Coops \$2,500	Flat fee \$3,400 Coops \$1,700	Flat fee \$3,250 Coops \$1,625	Flat fee \$3,250 Coops \$1,625	Flat fee \$3,250 Coops \$1,625	Flat fee \$3,250 Coops \$1,625	Flat fee \$3,250 Coops \$1,625	Flat fee \$3,250	Flat fee \$2,750	Flat fee \$2,500	Flat fee \$2,250
Membership Dues	APU x \$4.75	APU x \$4.50	APU x \$4.25	APU x \$4.25	APU x \$4.25	APU x \$4.25	APU x \$4.25	APU x \$4.25	APU x \$3.00	APU x \$2.25	APU x \$2.25
Finance & UFARS	APU x \$15.75 Coops \$1,100	APU x \$15.50 Coops \$1,100	APU x \$15.25 Coops \$1,000	APU x \$15.25 Coops \$1,000	APU x \$15.25 Coops \$1,000	APU x \$15.25 Coops \$1,000	APU x \$15.25	APU x \$15.00	APU x \$14.00	APU x \$12.50	APU x \$12.50
Payroll & STAR Per Pupil Unit	APU x \$11.75	APU x \$11.50	APU x \$11.25	APU x \$11.25	APU x \$11.25	APU x \$11.25	APU x \$11.25	APU x \$11.00	APU x \$10.00	APU x \$8.50	APU x \$8.50
Payroll Processing Per PR Run	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$40 per payroll	\$40 per payroll
Payroll Processing Per Pay Check, ESS and Direct Deposit ACH	\$.40 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each
Infinite Campus	APU x \$11.00 (minimum \$5,550+ \$.80 APU)	APU x \$10.75 (minimum \$5,550+ \$.75 APU)	APU x \$10.50 (minimum \$5,550+ \$.50 APU)	APU x \$10.50 (minimum \$5,550+ \$.50 APU)	APU x \$10.50 (minimum \$5,550+ \$.50 APU)	APU x \$10.50 (minimum \$5,550+ \$.50 APU)	APU x \$10.50 (minimum \$5,550+ \$.50 APU)	APU x \$10.00 ((\$5,550 minimum))	APU x \$9.25 ((\$5,500 minimum))	APU x \$8.60 ((\$5,250 minimum))	APU x \$8.60 ((\$5,250 minimum))
MARSS Reporting for Non Campus Districts	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,400	Flat fee \$2,200	Flat fee \$2,200

Color indicates change in fee



2024-2025 Summary of Services

ARCC has been providing administrative support and data processing services for the use of our member districts since 1975. This document describes the services we currently provide.

ARCC is governed by a board comprised of four (4) Superintendents, two (2) Business Managers, four (4) District School Board Members and one (1) district representative from the Instructional Management area. The Board uses survey data from our 30 member districts to determine what service we provide. We encourage you to communicate with us throughout the year with suggestions on services you feel would assist you in the efficient operation of your district or cooperative.

Finance

- 1) **SMART Finance Software Development, Training, Support and Processing** – SMART Finance is the software used to record financial data by the members of five RMIC's (Regional Management Information Center). We cooperatively invest in the development of SMART Finance software. We provide day-to-day application support, ongoing training for users, process application software upgrades, perform database upgrades and nightly backups, etc. We also write custom reports for districts to assist in reporting financial information.
- 2) **Uniform Financial Accounting and Reporting Standards (UFARS) Training, Support, Editing and Reporting** – UFARS changes annually to meet both state and federal reporting requirements. We provide UFARS training for district staff and respond to questions as new or unique situations come up in the districts. At the end of the fiscal year we edit district account structure, cleanup errors and submit district UFARS files to MDE. We monitor reporting status to ensure that deadlines are met. We also provide representation on the UFARS Advisory Committee at the Minnesota Department of Education (MDE).
- 3) **Funding and Management Training** – We provide a series of training sessions addressing funding and financial management issues. Some sessions award professional development CEU credits/clock hours for Superintendents and Business Managers. Sessions include:
 - Business Manager Brainstorm Meetings
 - Profiles Review
 - Legislative Update
 - Levy Review
 - Truth in Taxation
 - Fiscal Year-End UFARS Workshop (big book)
 - Fiscal Year-End SMART Finance Workshop (little book)
 - School Finance 101 for Principals and New Superintendents
 - SMART Finance Group & Individual Training, this year highlighting:
 - Requisition approval functionality in SMART eR
 - Assigning permissions for requisitions to staff based on allowable account codes

- Regular learning sessions and demonstrations on SMART functionality including sessions on document management, exporting files to Excel without losing formatting and more
- New Business Manager Group & Individual Training
- Open Lab Work Days – to work individually with districts on the following:
 - Budget Assistance
 - Property Tax and State Aids Year-End Reconciliation Assistance
 - Audit Preparation
 - Cares Act, ESSER, GEER funding
 - Applying for E-Rates

4) **Miscellaneous Finance Support**

- **IRS Form 1099** - We answer questions, provide editing and training on filing IRS form 1099's, and submit the files electronically to the IRS.
- **Legislative Support** – We work closely with member districts as they craft their legislative initiatives and work with regional lobbyists as they lobby for these initiatives. During the legislative session we respond to numerous requests to analyze the impact of legislation on member districts.
- **Audit Assistance** – ARCC can assist districts with audit workpapers, this is most likely to happen when there is turnover in the Business Manager position.
- **Budget Review** – ARCC will review district budgets for reasonableness upon request.
- **Bank Reconciliation** – ARCC can provide districts with segregation of duties and reconcile bank statements. This also provides districts with timely reconciliation which can also be an audit finding. This supplemental service is billed at an hourly rate of \$100 per hour.
- **Shared Business Manager Services** – Districts can purchase available time to perform business manager functions which supplement district finance staff. This service can be used by districts during times of staff turnover, emergency or for large projects. Another request is to provide accounts payable processing in response to an emergency. These supplemental services are billed at an hourly rate of \$125 plus travel to a district site. This can be limited by ARCC' available staff resources.
- **Interview Assistance** – ARCC has a repository of interview questions and interview/selection scoring rubrics to assist districts in hiring for key administrative positions. Upon request, ARCC staff may also participate in the interview process.

PAYROLL

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- 1) **SMART Payroll/HR Software Development and Support** – Similar to SMART Finance, we cooperatively invest in the development of SMART Payroll/HR. The software and district databases reside on ARCC maintained servers. We perform all application software upgrades, database upgrades and nightly backups of district databases, etc. We update tax tables and ensure that our system remains compliant with all state and federal laws. We provide in-depth application training, support and assistance for users, including setup of initial school year and year-end payoff payrolls.
 - 2) **Staff Automated Reporting (STAR) Training, Support, Editing and Reporting** – As with UFARS, we provide district payroll staff with STAR training and field calls regarding new or unique situations. We edit district data, assist with clean up, and submit files semi-annually to MDE. We monitor STAR deadlines and coordinate regional STAR training with MDE.

- 3) **Payroll Processing** – We process, print and distribute all regular, special and payoff payrolls, including requested reports. We also submit the payroll files to outside agencies, including:
- Teachers Retirement Association (TRA)
 - Public Employees Retirement Association (PERA)
 - ACH (Direct Deposits), Quarterly Wage and Hour Report (MN Dept. of Economic Security)
 - W-2 Reporting (printing of forms and submission of files to the Social Security Administration and the Department of Revenue for Minnesota and Wisconsin)
 - IRS 1095 printing and submissions
 - New hires for the state’s child support enforcement division
 - Annual wage audit reports for submission to workers’ compensation insurance companies
- 4) **Training** – ARCC staff provide the following training opportunities:
- Fiscal Year End (spring)
 - SMART data for STAR Reporting (fall/winter)
 - Calendar Year End (late fall)
 - SMART HR 101 (year-round)
 - Budgeting Salaries and Benefits using SMART HR (year-round)
 - ACA Reporting Work Days (year-round)
 - TimeTracker (time clock system)
 - SMART New Module, this year highlighting:
 - Electronic certifications (employee assignments)
 - Electronic document storage and signing
 - Employees given the ability to change W4 and Direct Deposit accounts through eR
 - More onboarding options
 - Leave request/approval system
 - Ability to process employee reimbursements through eR
 - COBRA management
 - Veritime integration (year-round)
 - Wage Statement Work Days (year-round)
 - Earned Sick and Safe Time.
 - On the slate for programming – Sub Calling System in SMART.
- 5) **OPEB Reporting** – ARCC staff work with district staff in extracting information from SMART HR in a standard format that allows an actuary to perform Other Post Employment Benefit analysis more efficiently. This helps limit your actuary fees.
- 6) **Affordable Care Act (ACA)** – The SMART HR/Payroll application complies with ACA requirements. ARCC staff work with district payroll staff to update files and generate required reports.
- 7) **Wage Statements** – The SMART HR/Payroll application complies with MN Department of Labor requirements. ARCC staff work with district payroll staff to generate required information to their employees on both their paychecks and Wage Statements.

STUDENT

- 1) **Minnesota Automated Reporting Student System (MARSS) and EdFi Training, Support, Editing and Reporting** – We provide district student staff with MARSS and EdFi training, field calls as new or unique situations arise, day-to-day phone support and offer district on-site visits. We work closely with district MARSS staff in regards to the editing of MARSS data, error corrections and the timely submission of files to MDE. We also coordinate a regional MARSS session with MDE staff.
- 2) **Minnesota Common Course Catalogue (MCCC)** – In partnership with MDE, ARCC provides training for districts on the MCCC and also assist them in getting their MCCC data correctly entered into Infinite Campus and subsequently submitted to MDE.
- 3) **Infinite Campus Installation, Conversion, Support and Processing** – Infinite Campus is the core student information system that ARCC supports. We provide day to day phone and email support; custom report writing and will schedule district site visits for in depth administrative support and training.
- 4) **Training** – ARCC offers targeted training for Infinite Campus users:
 - On Site Teacher Training (Must be scheduled in advance, cannot be scheduled the last two weeks of August and first two weeks of September)
 - Scheduling One on One (year-round)
 - Ad Hoc Report Writing Workshop (January)
 - Campus User Group (April and November)
 - Free and Reduced Lunch Application Management (August)
 - Week Long Infinite Campus Refresher (June)
 - Point of Sale Cashier Training (August)
 - School Nurse Training (year-round)
 - MARSS (October)
 - Academic Planning
 - Course Scheduling
 - Teacher Tools/Engagement Check In
 - School Store and Activity Registration
 - Enhanced Survey Tools
 - School Counselor Training (year-round)
 - Messenger with Voice Module (year-round)
 - Electronic Payment Module (year-round)
 - Ed-Fi Conversion (spring)
- 5) **Power School Support and Training** – Districts who are currently using the Power School Student Information System can get day to day support and training of new staff. The service would cover EdFi conversion assistance, assistance with MCCC and CRDC as well as database hosting and backups.
- 6) **Civil Rights Data Collection** – Annually the federal government requires districts to submit data regarding compliance with various civil rights laws. ARCC provides Infinite Campus report templates that districts can customize to complete these reports. This would also be an option for any other data requested.
- 7) **Survey Services** – From time to time district administration wants to survey other districts in the area to see how they are handling a specific issue or to find out what regional compensation

looks like for certain groups. ARCC works with the district wanting the data, creates a survey using Google Sheets and shares that survey with the impacted group. Some surveys are updated annually based on district need. A list of all surveys is maintained and made available upon request.

- 8) **Data** – Working with Infinite Campus and using Campus Learning, ARCC will coordinate automatic data transfer with third party vendors.

OTHER / MISCELLANEOUS

- 1) **E-Mail Service** – ARCC maintains an email server that member districts can use. We have built a number of group e-mail accounts, or “aliases”, that allow customers to use a single e-mail address to contact a specific group of ARCC members. The following is a list of our group e-mail addresses:

Superintendents

MASA 26	masa26supers@arcc.org
MASA 27	masa27supers@arcc.org
MASA 28	masa28supers@arcc.org
Region II Superintendents	reg2supersonly@arcc.org
Region II Superintendents & Directors	reg2supersandothers@arcc.org

Principals

NE MN Association of Secondary	nemassp@arcc.org
NE MN Association of Elementary	nemespa@arcc.org

Other

Region II Business Managers	r2busmgr@arcc.org
Region II E-Rate	r2erate@arcc.org
Region II Payroll Coordinators	r2pay@arcc.org
Region II Technology Users Group	tug@arcc.org

- 2) **Summer Superintendent Session** – ARCC hosts a 2-day session for Superintendents that cover relevant topics, school finance, legal issues, etc. ARCC applies for CEU clock hours for Superintendents who attend.
- 3) **Coordination of “Let’s Talk Thursday” Weekly Superintendent Zoom Meetings** – Originally started as a response to Covid, these weekly meetings have become a place to connect with each other and with administrators from school agencies such as the Minnesota School Boards Association, Minnesota Association of School Administrators, Minnesota Rural Education Association and other guests as necessary.
- 4) **Technology Users Group (TUG)** – ARCC coordinates regular meetings of district technology staff. The agenda is driven by member input and provides a professional development segment in the afternoon.
- 5) ****NEW** Executive Assistant Users Group** – ARCC coordinates regular meetings of district executive assists. The agenda is driven by member input and provides a professional development segment in the afternoon.

- 6) **Assistance Obtaining Technology Funding** – ARCC supports districts in applying for E-Rate discounts and we assist districts with finding E-Rate form numbers for their Telecommunication Equity Aid application.
- 7) **Negotiated Group Pricing** – When beneficial for members, ARCC negotiates with vendors to provide group purchasing advantages on administrative software and supplies like checks, labels, payroll forms, etc.
- 8) **Fiscal Agent Services** – ARCC is available upon request to provide fiscal agent services for federal or state projects that serve some or all of our member districts.
- 9) **Miscellaneous Application Service Provider (ASP) Services and Third-Party Integration** – ARCC operates as an ASP for the Finance, Payroll and Student applications. We also work with a number of third-party vendors who integrate with supported software.
- 10) **Miscellaneous Agency Inquiries** – We can provide “anonymous questions” to agencies on behalf of members. This is beneficial when districts are considering different ways of doing things that may not be clearly defined.

GOVERNANCE

Following are the current ARCC Governance Board members and their contact information. These individuals welcome your input. Participation of board members who are users of the services we provide is invaluable; our organization’s success is due greatly to the design of the ARCC Governance Board and the emphasis on representation from districts of all sizes.

Category I: Largest Districts

Tim Riordan School Board Member Rock Ridge ISD #2909 P.O. Box 687, Virginia, MN 55792 218-780-5524 (C) tim.riordan@rrps.org	Richard Aldrich Superintendent Hibbing ISD #0701 800 E 21 st St, Hibbing, MN 55746 218-208-0848 (W) richard.aldrich@isd701.org
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Category II: Mid – Large Districts

Bob Rahja School Board Member Chisholm ISD #0099 405 NW 8 th Street, Chisholm, MN 55719 218-290-4317 (C) brahja@chisholm.k12.mn.us	Dan Stifter Superintendent Aitkin ISD #0001 306 2 nd St NW, Aitkin, MN 56431 218-924-2115 x 3420 (W) dstifter@isd1.org
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Category III: Small – Mid Districts

Barb Kalmi School Board Member Nashwauk/Keewatin ISD #0319 P.O. Box 508, Keewatin, MN 55753	Reggie Engebritson Superintendent Mountain Iron/Buhl ISD #0712 8659 Unity Drive, Mountain Iron, MN 55769
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218-969-2844 (C) bkalmi@isd319.org	218-735-8271 x 1104 (W) rengebritson@isd712.org
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Category IV: Smallest Districts

Mark Meyer School Board Member Hill City ISD #0002 500 Lone, Hill City, MN 55748 218-XXX-XXXX (C) mmeyer@isd002.org	Peter Hardy Superintendent Nett Lake ISD #0707 600 E Harvey, Ely, MN 55731 218-969-1600 (C) phardy@isd707.org
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At Large: District Staff

Sheri Sanbeck Instructional Management Aitkin ISD #0001 306 2 nd St NW Aitkin, MN 56431 218-924-2115 x 3404 ssandbeck@isd1.org	Steve Anderson Business Manager Proctor ISD #0704 131 9 th Ave Proctor, MN 55810 218-628-4934 x 1016 (W) sanderso@proctor.k12.mn.us	Jennifer Drotts Business Manager Deer River ISD #0317 101 First Ave NE Deer River, MN 56636 218-246-3407 (W) jdrotts@isd317.org
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ARCC's Executive Director, Cindy Lee Olson, welcomes questions or comments on any area of service. Ms. Olson's contact information is: E-mail – cindylee@arcc.org, Phone – 218-723-1700 x101 or Cell – 218-591-6317.



SPECIFIC SERVICES CONTRACT 2024-2025

This contract, between the Arrowhead Regional Computing Consortium (hereinafter ARCC) and Independent School District No. 0118 – NORTHLAND (hereinafter MEMBER), outlines that:

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

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

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

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

1. ARCC will take actions necessary and appropriate to accomplish the tasks as defined by the Joint Powers Agreement and its By-Laws to service the MEMBER needs.
 - a. Employ staff necessary to provide training*, development, implementation, reporting and operational support of the services available, including:
 - Statewide Finance System (SMART Finance) software, development, training and support
 - Training, editing, reporting and submission of UFARS data to the Minnesota Department of Education
 - School finance procedures particular to the state of Minnesota
 - Statewide Personnel/Payroll System (SMART HR) software, development, training and support
 - Training, editing, reporting and submission of STAR data to the Minnesota Department of Education
 - Assistance with the Affordable Care Act: tracking, compliance and reporting and assistance in providing employee wage theft statement to district employees
 - Training, editing, reporting and submission of MARSS and EdFi data from Infinite Campus, PowerSchool and other student information systems to the Minnesota Department of Education

- Training and support on submission of MCCC, Early Education, and other required student data from the Infinite Campus and PowerSchool student information system to the Minnesota Department of Education
- Downloading of statewide student test results from the Minnesota Department of Education and importing that data to the Infinite Campus Student Information System, third party integration
- Federal E-Rate support, Minnesota Telecom Equity Aid support

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

- b. Maintain appropriate records and procedures for backup of Member’s data that is housed on ARCC’s servers.
 - c. Provide consultation and advice to MEMBER for conversion and implementation of selected services.
 - d. Use all means available and appropriate to provide MEMBER with services and supplies at the least cost.
 - e. Maintain all systems and services.
 - f. Maintain confidentiality of MEMBER’s data.
 - g. Employ safeguards to defend the security of data stored in said computer systems against unauthorized access and will respect the privacy of the MEMBER.
2. MEMBER agrees to follow guidelines for data input and control, turnaround time and other, as may be established by the ARCC Governance Board.
 3. MEMBER will make payments for services and supplies invoiced, on the appropriate due dates.
 - a. Selected services are:

X	Finance/Accounting - Support and Training
X	Payroll/HR – Support and Training
X	Infinite Campus – Support, Training, MARSS, Ed Fi & Other Mandated Reporting
	Power School – Support, Training, MARSS, EdFi & Other Mandated Reporting
	MARSS/EdFi Support Only – No other Student Information System Support
 - b. Invoices for the above selected services will be due and payable on:
July 1, 2024 and January 1, 2025.

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

4. The ARCC Governance board has set 2024-2025 service rates, as follows:

Membership Fee	\$3,500.00 plus \$4.75 per Adjusted Pupil Unit (APU), final prior year count
Finance/Accounting	\$15.75 per APU, final prior year count
Personnel/Payroll	Based on prior February 1 through January 31 usage \$55.00 per payroll processed, plus \$.40 per Check, ESS or Direct Deposit processed, plus \$11.75 per APU, final prior year count
Student Records	Infinite Campus: \$10.75 per APU, final prior year count, including \$5,550.00 minimum, plus \$.80 per APU Campus Learning (required) PowerSchool. \$5,550 for the first 500 students. \$8.00 per each additional student. Other Systems: \$2,450.00 MARSS editing/reporting
Bank Reconciliation	\$100 per hour
Project Services	\$125.00 per hour, upon request from MEMBER (example: report writing, data conversion, short and long term business manager and payroll services, Audit preparation/coordination etc.)

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

6. MEMBER understands that ARCC will assist them in filing for their federal discounts on telecommunication costs through the Universal Service Administrative Company (E-rates). Due to timing of the E-rate cycle, application for 2025-2026 discounts will be made in 2024-2025.

7. This contract shall be in effect on July 1, 2024, and shall remain in effect through June 30, 2025. Services selected in this contract allow for processing and reporting of 2024-2025 activity, as well as processing and reporting of 2023-2024 activity during the contract period.

8. A 180 day notice is required to terminate this contract.
9. MEMBER shall neither assign nor transfer services received under this contract without prior written approval of ARCC.
10. MEMBER agrees to indemnify and save and hold ARCC harmless from any and all claims or causes of action arising out of the performance of this contract by ARCC or ARCC staff or agents. This shall not be construed to bar any legal remedies MEMBER may have for ARCC's failure to fulfill its obligation pursuant to this contract.

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

ARCC:

Meeting Date Approved: May 16, 2024

By: Jennifer Drotts, Clerk/Treasurer of Board



MEMBER:

Meeting Date Approved: _____, 2024

By: _____ [Printed Name & Title of Signer]

_____ [Signature]



Arrowhead Regional Computing Consortium
 4884 Miller Trunk Hwy Ste 300
 Hermantown Min 55811
 Ph 218.723.1700 Fax 218.723.1923

INVOICE

Number	Date	Page
1970	07/01/2024	Pg 1 of 1

Ext Invoice No Ref:

Bill To: ISD #118
 NORTHLAND COMMUNITY SCHOOLS
 316 MAIN ST E
 REMER MN 56672

Email: lbacklund@arcc.org
 FY25 Membership billing

Customer	Cus Phone	Cus Fax	Terms	Due Date
1-1106			Due on Receipt	07/01/2024
ISD #118				

No.	SKU Code/Description/Comments	U/M	Units	Rate	Total
1	Base Membership Dues		1.00	3,500.00	3,500.00
2	APU Membership Dues		377.18	4.75	1,791.61
3	Finance/UFARS Fees		377.18	15.75	5,940.59
4	Payroll/STAR Fees		1.00	7,194.87	7,194.87
5	ARCC Infinite Campus Support		1.00	3,380.00	3,380.00
6	MARSS, EdFi, CRDC, MCCC Support		1.00	2,450.00	2,450.00

Each district may allocate up to 74.98% of this bill against Operating Capital revenue.

Invoice may be paid in two installments: 1/2 due July 1, 1/2 due January 1.

Subtotal	\$24,257.07
Sales Tax	\$0.00
Invoice Total	\$24,257.07
Payment Received	\$0.00
Discounts Given	\$0.00
Balance Due	\$24,257.07



This Service Agreement (the “Agreement”) is entered into July 1, 2024 (the “Effective Date”) by and between Northland Community Schools, ISD #0118 (the “Customer”) located at 316 Main Street East, Remer, MN 56672 and Arrowhead Regional Computing Consortium (ARCC) (the “Service Provider”) located at 4884 Miller Trunk Highway, Suite 300 Duluth, MN 55811, also individually referred to as the “Party”, and collectively the “Parties”.

1. Services. The Service Provider shall perform the services listed in this Exhibit 1 (the “Services”).
2. Compensation. The Customer agrees to pay the Service Provider the following rates:

Business Manager Services \$125.00 per Hour
Bank Reconciliation Services \$100.00 per Hour
With a cap of \$64,000 for the service period
3. Mileage will be billed at the current IRS rate. Lodging and meals will be billed at cost. Mileage and lodging must be pre-approved by the customer.
4. Payment. The Service Provider shall submit an invoice to the Customer quarterly. Invoices shall be paid within 30 days from the date of the invoice.
5. The term of this agreement shall cover the period of July 21, 2024 through June 30, 2025.
6. Either Party may terminate the Agreement at any time upon 60 days’ prior written notice to the other Party. In the event the Customer terminates the Agreement, the Customer shall still remain obligated to pay the Service Provider for any Services performed up to the date of termination and any expenses approved, but not paid, prior to the date of termination. In the event the Service Provider terminates the Agreement, the Service Provider shall reimburse the Customer any amounts previously paid to the Service Provider for which the Service Provider has not yet performed the Services.
7. Contract Renewal. Both parties will determine the scope and cost of ongoing services beyond June 30, 2025 no later than May 1, 2025.
8. No Exclusivity. The Parties understand this Agreement is not an exclusive arrangement. The Parties agree they are free to enter into other similar agreements with other parties. The Service Provider agrees the Service Provider will not enter into any agreements that conflict with the Service Provider’s obligations under this Agreement.
9. Dispute Resolution.

Choice of Law. The Parties agree that this Agreement shall be governed by the State in which the duties of this Agreement are expected to take place.

Negotiation. In the event of a dispute, the Parties agree to work towards a resolution through good faith negotiation.

Mediation or Binding Arbitration. In the event that a dispute cannot be resolved through good faith negotiation, the Parties agree to submit to binding mediation or arbitration.

Attorney's Fees. In the event of Arbitration and/or Mediation, the prevailing Party will be entitled to its legal fees, including, but not limited to, its attorneys' fees.

9. Assignment. The Parties may not assign their rights and/or obligations under this Agreement.
10. Complete Contract. This Agreement constitutes the Parties entire understanding of their rights and obligations. This Agreement supersedes any other written or verbal communications between the Parties. Any subsequent changes to this Agreement must be made in writing and signed by both Parties.
11. Severability. If any section of this Agreement is found to be invalid, illegal, or unenforceable, the rest of this Agreement will still be enforceable.
12. Waiver. Neither Party can waive any provision of this Agreement, or any rights or obligations under this Agreement, unless agreed to in writing. If any provision, right, or obligation is waived, it is only waived to the extent agreed to in writing.

Customer

Northland Community Schools, ISD #0118

Signed by its (Position) _____

Name (Printed) _____

Signature _____

Date _____

Service Provider

Arrowhead Regional Computing Consortium

Signed by its (Position) Executive Director

Name (Printed) Cindy Lee Olson

Signature *Cindy Lee Olson*

Date 05/28/24

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is entered into between INDEPENDENT SCHOOL DISTRICT NO. 118, NORTHLAND SCHOOL DISTRICT, hereinafter referred to as "Northland School District", and North Homes Inc. hereinafter referred to as "Service Provider".

RECITALS

The parties recite and declare:

A. Northland School District is a legal entity created and established pursuant to Minn.Stat. sec. 471.51 , having the status of an independent school district with a purpose and mission to provide educational and administrative services and programs within the geographical limits and boundaries of its members.

B. Northland School District's Early Childhood Program is a model family support program for families that are eligible to attend the Northland School District Early Childhood Program. The Early Childhood Program has a unique approach to delivering services to families with young children in a manner that is comprehensive, yet flexible and responsive to the needs of families. It is in the Early Childhood Program's best interest to provide a mental health consultation and intervention component for children enrolled in the Early Childhood Program, as well as their parents.

C. Service Provider is a business, which provides trained and qualified staff in the mental health field to conduct mental health consultations and systems-of-care model interventions.

D. Northland School District desires to purchase and obtain professional mental health consultations and services from Service Provider for children enrolled in Northland School District's Early Childhood Program, as well as their parents. Service Provider desires to provide said services listed herein.

FOR THE REASONS SET FORTH HEREIN AND IN CONSIDERATION OF THE MUTUAL COVENANTS AND PROMISES OF THE PARTIES, THE PARTIES AGREE AND COVENANT AS FOLLOWS:

I. DESCRIPTION OF SERVICES PROVIDED BY SERVICE PROVIDER

Service Provider shall provide Northland School District with the following:

- A. A fully qualified mental health practitioner with professional mental health supervision at the sites noted herein.
- B. A mental health practitioner who will participate in monthly inclusive practice team meetings at the sites noted herein;
- C. A mental health practitioner who will provide classroom observations, direct consultations for interventions, including hands on modeling as requested by the Early Childhood Program staff;
- D. A mental health practitioner who will be on site each week;
- E. A mental health practitioner who will work cooperatively with Early Childhood staff to provide appropriate, unduplicated, timely and professional mental health consultations/interventions;
- F. A mental health practitioner who will cooperate with Early Childhood staffing the development and implementation of the mental health component of the Early Childhood Program;

G. Professional staff that is covered by professional liability insurance as provided by Service Provider.

II. NORTHLAND SCHOOL DISTRICT'S DUTIES AND RESPONSIBILITIES

Northland School District shall have the following duties and responsibilities by and through this Agreement:

A. Obtaining and signing confidentiality releases when necessary;

B. Working cooperatively with Service Provider to develop and

implement the mental health component of the Early Childhood Program;

III. DURATION

The initial term of this contract shall commence on the 1st day of July 2023, shall continue in full force and effect until the 30th day of June, 2024.

This Agreement may be terminated with or without cause by either party with sixty (60) days written notice.

IV. PAYMENT

Northland School District shall pay Service Provider for the services described above, as follows:

A. At the rate of \$50.00 for each hour of direct service to the Early Childhood Program. Payments shall be made on a monthly basis.

B. Total funds allocated for the mental health component of the Early Childhood Program shall not exceed \$900 during the term of this Agreement.

V. SERVICE SITES

Service Provider shall provide mental health consultation/intervention at classrooms in Northland as applicable.

VI. RELATIONSHIP OF THE PARTIES

The parties intend that Service Provider be an independent contractor in conjunction with providing mental health services. The overall conduct and control of the mental health services performed under this Agreement will lie with Service Provider. However, Service Provider agrees and represents that its employees/personnel shall perform said services in accordance with approved methods and procedures for such services and in conformity to federal and state law, rule and policy.

A. Service Provider and its employees/personnel performing services under this Agreement are not to be considered as agents or employees of the Northland School District for any purpose, and Service Provider's employees/personnel will not be entitled to any rights or benefits from Northland School District.

VII. COMPLIANCE WITH POLICIES AND PROCEDURES

A. Service Provider agrees that its employees/personnel assigned to perform the mental health Services under this contract shall fully comply with all policies and procedures of the Northland School District and the Early Childhood Program. Any deficiency, failure, or refusal on the part of any employee/personnel of Service Provider with regard to compliance with the policies and procedures of Northland School District and the Early Childhood Program shall be brought to the attention of Service Provider both orally and in written form. While Service Provider maintains overall responsibility for its employees/personnel, Service Provider agrees

that its employees/personnel shall be subject to site direction and instruction from the Director of the Early Childhood Program.

B. Service Provider agrees that its employees/personnel assigned to perform services under this Agreement shall conform to, and comply with, all federal and state laws dealing with the release and dissemination of data.

C. Service Provider agrees and represents that its employees will not perform any of the services contemplated and intended by this agreement after having used or consumed any alcoholic beverages, illegal drugs, or after misusing prescription drugs.

D. The parties agree that any violation or non-compliance by employee/personnel assigned by Service Provider to perform services under this agreement shall be dealt with by Service Provider. However, Northland School District shall have the right to request removal of any such employee/personnel from performing services under this Agreement.

North Homes, Inc.

Northland School District

Authorized Signature

Authorized Signature

Title

Title

Date

Date

LEASE AGREEMENT

THIS LEASE AGREEMENT (“Lease”) is made and entered into by and between Independent School District No. 113, Walker-Hackensack-Akeley, a public corporation under the laws of the State of Minnesota, whose address is 301 4th Street, Walker, Minnesota 56484 (hereinafter “Lessor”) and the Up North Learning Center, a public corporation under the laws of the State of Minnesota, whose address is 5413 County 37 NW, Walker, MN 56484 formerly 5413 73rd Street NW, Walker, Minnesota 56484 (hereinafter “Tenant”).

WHEREAS, Lessor and Tenant desire to enter into a Lease Agreement whereby Tenant will lease the Up North Learning Center (“Leased Premises”) located at 5413 County 37 NW, Walker, Minnesota 56484; and

WHEREAS, the Tenant agrees to take said premises “as is.”

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein and other good and valuable consideration, Lessor hereby leases to Tenant, and Tenant leases from Lessor, the premises hereinafter contained, for the time period and upon the terms and conditions hereinafter set forth:

1. **PREMISES.** In consideration of the provisions contained in this Agreement, Lessor agrees to provide to the Tenant the Leased Premises for Tenant to conduct and operate a Level IV educational program. The space provided consists of approximately 17,000 square feet.
2. **CHANGE IN PREMISES.** Upon mutual agreement, appropriate and adequate spaces shall be adjusted to suit the needs of Lessor and Tenant. Any additional needs for space or revisions to the space leased as listed in this Agreement shall be modified or amended by an Agreement in writing and signed by Lessor and the Tenant.
3. **LEASE TERM.** This Lease shall be for a term of one year, commencing on September 1, 2024 and terminating on August 31, 2025.
4. **ACCEPTANCE OF THE LEASED PREMISES.** Tenant’s occupancy of the Leased Premises shall constitute conclusive evidence that the premises were, as of that date, in good, clean and tenantable condition, and as otherwise represented by the Lessor. It is understood and agreed that Lessor shall have a continued right to be on the Leased Premises for the purpose of custodial services and use of the Leased Premises at the times other than those specified for use by the Tenant.
5. **RENT.** Tenant shall pay to the Lessor during the Lease Term rent in the amount of \$425,000, which is \$85,000 annually per member district. Rent will be invoiced by on a quarterly basis and paid through a lease levy or direct payment as chosen by each member district.
6. **USE.** The Leased Premises shall be used and occupied by the Tenant for the purpose of running a Level IV Program and purposes incidental to said use, and for no other purposes. No part of the Leased Premises shall be used for any purpose that: constitutes a nuisance;

is illegal, offensive or termed hazardous by insurance companies; may make void or voidable any insurance on the building or increase the premiums therefor; or which might interfere with the general safety, comfort or convenience of Lessor and other occupants of the building.

7. **ACCESS TO BUILDING.** The Leased Premises identified hereto shall be made available to Tenant for operation of the Level IV Program from 8 a.m. to 3:30 p.m. on school days. Employees of Tenant may be provided access to the Leased Premises beyond the times set forth above, as mutually agreeable between the Lessor and Tenant for purposes of Tenant's normal business operations.
8. **PARKING.** Tenant shall have use of the Lessor's parking facilities as needed.
9. **ALTERATIONS; APPROVALS.** Tenant shall not make any alterations of or additions to the Leased Premises without prior written consent of Lessor. All plans, specifications, contractors, and laborers to be used for Tenants improvements must be approved in advance, in writing, by the Lessor.

At the termination of this Lease, Tenant shall, if the Lessor so elects, remove all alterations and additions erected by Tenant and restore the Leased Premises to their original condition; otherwise such improvements shall be delivered up to Lessor with the Leased Premises. All movable office furnishing and trade fixtures installed by Tenant may be removed by Tenant at the termination of this Lease if Tenant so elects, and shall be removed if required by Lessor. All such removals and restoration shall be accomplished in a good and workmanlike manner so as not to damage the primary structure or structural qualities of the Leased Premises. Personal property remaining in the Leased Premises at the expiration or termination of the Lease Term shall, at the option of Lessor, be deemed abandoned and become property of Lessor, and Lessor may dispose of the same as Lessor deems expedient.

10. **ACCESS BY LESSOR.**

- A. Lessor and its agents and representative shall be entitled to keep keys to the Leased Premises and shall have the right to enter and inspect the Leased Premises at any reasonable time for the purpose of ascertaining the condition thereof or in order to make such repairs as may be required to be made by Lessor under the terms of this Lease or as Lessor may deem necessary. It is further provided that such entry shall not unreasonably interfere with Tenant's business operations.
- B. The right of entry reserved shall not be deemed to impose any greater obligation on Lessor to clean, maintain, repair or change the Leased Premises than is specifically provided in this Lease. Lessor and its agents and representatives may at any time in case of emergency enter the Leased Premises and do such acts as Lessor may deem proper in order to protect the Leased Premises.

11. **SUBLETTING AND ASSIGNMENT.** Tenant shall not sublease the whole or any part of the Leased Premises without the prior written consent of Lessor, which consent may be given or withheld in the Lessor's sole and absolute discretion. Tenant shall not, voluntarily or by operation of law, assign, pledge or otherwise transfer this Lease without prior written consent of the Lessor, which consent may be given or withheld in Lessor's sole and absolute discretion.

12. **FIRE AND OTHER CASUALTY.** If the Leased Premises or a substantial part thereof is damaged or destroyed by fire or other casualty, Lessor or Tenant shall have the option, exercisable in their sole and absolute discretion by giving written notice to the other party within ninety (90) days after such damage or destruction, to terminate this Lease within thirty (30) days from the date said notice is given. If a portion of the Leased Premises is damaged by fire or other casualty and this Lease is not terminated pursuant to the preceding sentence, Lessor shall, at its expense, restore the Leased Premises, exclusive of any improvements or other changes made to the Leased Premises by the Tenant, to as near the condition which existed immediately prior to such damage or destruction as reasonable practicable, and all obligations for payment under this Lease Agreement shall abate during such period of time as the Leased Premises are un-tenantable in the proportion that the un-tenantable portion of the Leased Premises bears to the entire Leased Premises. Lessor shall not be responsible to Tenant for, and Tenant shall make no claim against Lessor for, any damage to or theft or destruction of any personal property, furniture, equipment, improvements or other changes made by Tenant in, on or about the Leased Premises, except for any such damage or destruction that is the direct result of any negligent or intentional act or omission of Lessor or its employees.

13. **INSURANCE; WAIVER OF SUBROGATION.** Tenant shall, at its own cost and expense, carry public liability insurance from an insurer acceptable to Lessor of not less than the statutory limitations pursuant to Minnesota Statutes Chapter 466. All policies of insurance shall name Lessor as an additional insured and loss payee and shall provide for not less than thirty (30) days written notice to Lessor before cancellation. Before taking possession of the Leased Premises, Tenant shall provide Lessor with a certificate of insurance noting the requirements set forth in this Paragraph, and otherwise acceptable to Lessor. Lessor and Tenant each hereby release the other from any and all liability or responsibility to the other or anyone claiming through or under them by way of subrogation or otherwise for any loss or damage to property caused by fire or any of the extended coverage casualties covered by the insurance maintained hereunder, provided, however that this release shall be applicable and in force and effect only with respect to loss or damage occurring during such times as the releasor's policies shall contain a clause or endorsement to the effect that may release shall not adversely affect or impair said policies or prejudice the right of the releasor to recover thereunder. The Lessor and Tenant shall cause their respective insurers to include such a clause or endorsement in their policies of insurance.

Tenant shall maintain property loss insurance for its personal property and business fixtures. Lessor shall maintain fire and extended coverage covering the real property.

14. **INDEMNITY.** To the extent allowable under Minnesota law, Tenant and Tenant's successors and assigns shall indemnify, hold harmless and defend Lessor and Lessor's successors and assigns from any claim or damage arising out of any injury, death or property damage occurring in, on or about the Leased Premises, to the Tenant or an employee, agent, customer or invitee of the Tenant, except to the extent such injury, death or property damage shall be the direct result of the negligent or intentional act or omission of the Lessor or its employees, agents or representatives. Indemnification under this paragraph shall be limited to injury, death or property damage resulting from the negligence, intentional act or omission of Tenant, its employees, independent contractors, business associates or affiliates, guests and invitees.

15. **EVENTS OF DEFAULT.** Each of the following shall constitute an "Event of Default" by Tenant under this Lease:
 - A. The failure by Tenant to pay any and all charges to be paid pursuant to this Lease within ten (10) days following the due date;
 - B. The insolvency or dissolution of Tenant, any transfer by the Tenant in fraud of creditors, or any assignment by the Tenant for the benefit of creditors;
 - C. The vacating or deserting by Tenant of all or any substantial portion of the Leased Premises;
 - D. The failure by Tenant to comply with any term, provision or covenant of this Lease and the failure by the Tenant to cure such failure within thirty (30) days after notice from Lessor.

16. **REMEDIES.** Upon the occurrence of any Event of Default, Lessor, at its option and in addition to all other rights and remedies available to Lessor by law or by the other provisions hereof, may:
 - A. terminate this Lease and all of Lessor's and Tenant's rights and obligations hereunder;
or
 - B. declare this Lease forfeited and the Lease Term ended upon ten (10) days written notice to Tenant, and to reenter the Leased Premises, with or without process of law, using such reasonable force as may be necessary to remove all persons and chattels therefrom, and Lessor shall not be liable for damages by reason of such reentry or forfeiture.

17. **NOTICE.** Any notice or document required or permitted to be delivered hereunder shall be deemed to be delivered, whether actually received or not, when deposited in the United States mail, postage prepaid, certified or registered mail, addressed to the parties hereto at the addresses set forth below, or at such other address as they have previously designated in written notice delivered in accordance with this paragraph:

If to Lessor: Independent School District No. 113

If to Tenant: Up North Learning Center

Any notice or document required or permitted to be delivered hereunder by Lessor to Tenant also shall be deemed to be delivered if and when delivered personally to Tenant at the Leased Premises.

18. **RULES AND REGULATIONS.** Tenant shall observe such rules and regulations which from time to time may be promulgated by the Lessor for the general safety, comfort and convenience of Lessor, occupants and tenants.
19. **COMPLIANCE WITH LAWS, REGULATIONS, AND POLICIES.** Tenant shall abide by all federal, state, and local laws and regulations. Tenant agrees not to discriminate on the basis of race, color, sex, creed, national origin, disability, age, sexual orientation, status with regard to public assistance, or religion.
20. **WAIVER.** Any failure of Lessor to insist upon strict performance of any term, covenant or condition of this Lease, or to exercise any option herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, covenant, condition or option, but the same shall continue and remain in full force and effect. The receipt by Lessor of any charges to be paid pursuant to this Lease with knowledge of a breach in any terms, covenants or conditions of this Lease to be kept or performed by Tenant shall not be deemed a waiver of such breach, and Lessor shall not be deemed to have waived any provision of this Lease unless expressed in writing and signed by Lessor.
21. **SURRENDER.** On the last day of the term of this Lease or on the sooner termination thereof, Tenant shall peaceably surrender the Leased Premises in good condition and repair consistent with the Tenant's duty to make repairs as provided herein. On or before the last day of the Lease Term or on the sooner termination thereof, Tenant shall at its expense remove all of t Tenant's personal property from the Leased Premises, and any property not removed shall be deemed abandoned. All alterations, additions and fixtures which have been made or installed upon the Leased Premises by either Lessor or Tenant shall remain as Lessor's property and shall be surrendered with the Lease Premises as a part thereof. Tenant shall promptly surrender all keys for the Leased Premises and the Building to Lessor at the place then fixed for payment of any charges and shall inform Lessor of combinations on any locks or safes on the Leased Premises.
22. **MISCELLANEOUS**
 - A. Words of any gender used in this Lease shall be held and construed to include any other gender, and words if the singular number shall be held to include the plural, unless the context otherwise requires.

- B. The terms, provisions, covenants and conditions contained in this Lease shall apply to, inure to the benefit of, and be binding upon the parties hereto and their respective legal representatives, successors and permitted assigns, except as otherwise herein expressly provided.
- C. If any clause or provision of this Lease is or becomes illegal, invalid or unenforceable because of present or future laws or any rule or regulations of any governmental body or entity or valid court order, then the remainder of this Lease shall not be affected thereby unless such illegality, invalidity or unenforceability is, in the sole discretion of the Lessor, essential to the rights of both parties, in which event Lessor shall have the right to terminate this Lease upon written notice to Tenant.
- D. The Lease does not create the relationship of principal and agent or of partnership or of joint venture or of any association between Lessor and Tenant, the sole relationship between Lessor and Tenant being that of lessor and tenant.
- E. Each term and each provision of this Lease performable by Tenant shall be construed to be both a covenant and a condition.
- F. The paragraph headings of this Lease are for convenience only and do not define, limit or construe the contents of such paragraphs.
- G. This Lease shall supersede all negotiations or other communications, written or verbal, regarding the terms and conditions of the relationship between Lessor and Tenant created hereby, and there are no agreements and conditions of the relationship between Lessor and Tenant created hereby, and there are not agreements between Lessor and Tenant, written or verbal, other than those expressed herein.
- H. This Lease can only be modified or amended by an Agreement in writing signed by Lessor and Tenant.
- I. This Agreement shall be construed in accordance with the laws of Minnesota.
- J. Each party represents and warrants to the other that the signatory of that party is authorized to enter into this Agreement for and on behalf of that party.

25. ENTIRE AGREEMENT. This agreement represents the entire understanding and agreement between the parties hereto and this lease agreement may not be altered, changed or amended, except by an instrument in writing, signed by all parties hereto.

IN WITNESS WHEREOF, the Lessor and the Tenant have executed this Lease Agreement on the respective dates set forth below.

LESSOR: INDEPENDENT SCHOOL DISTRICT NO. 113

DocuSigned by:
By: Lori J. Stein
Its Chair

DocuSigned by:
By: Shannon Pfeiffer
Its Clerk

Dated: 6/10/2024

TENANT: INDEPENDENT SCHOOL DISTRICT NO. _____

By: _____
Its Chair

By: _____
Its Clerk

Dated: _____

PLEASE INDICATE:

Walker-Hackensack-Akeley ISD #113 is to include the Tenant's lease payments in the MDE

Levy Information System: _____ YES _____ NO

Commercial Lease Agreement

This lease is made between:
Little Sand Group Homes
Herein called the Lessor and

Independent School District #118
Herein called the Lessee.

Lessee hereby offers to lease from the Lessor and premises situated on County Road 4, Remer, County of Cass, and State of Minnesota, described as:

Little Sand Group Homes
7646 Little Sand Lane NE
Remer MN 56672

Upon the following TERMS and CONDITIONS:

Term and Rent: Lessor to lease to Lessee the above premises for a term of **twelve (12) months** commencing **July 1st, 2024** and terminating **June 30th, 2025** as provided herein. Lessee shall pay to Lessor, without deduction or offset and prior to notice or demand and for the use and occupancy of the leased premises, a monthly rental of **\$1050.00** payable in advance on the 1st day of each and every calendar month thereafter in advance.

(A) All rental payments shall be made to Lessor, at the following address:
5910 Little Sand Lane NE, Remer MN 56672

Use: Lessee shall use and occupy the premises for: **Public School Class Rooms**, the premises shall be used for no other purpose. Lessor represents that the premises may lawfully be used for such purpose. The staff and residents of Little Sand Group Homes will have access to the building during the lease agreement - not to interfere with school hours.

Maintenance and Repair of Premises:

- The Lessor shall, at the Lessor's sole cost and expense, through the term of this Lease and any renewal term, maintain the Property fit for use as Public School Class Rooms, including the foundations, exterior walls, and roof of the premises, all plumbing, sewage, and electrical systems, as well as any HVA and/or heating and cooling systems serving the premises, as well as the water treatment system (including water softener), in good repair.
- The Tenant, at its own expense, shall maintain the interior of the premises at all times subject to ordinary wear and tear and damage by casualty and condemnation excepted, and in a clean, sanitary, and safe condition.
- **Alterations:** Lessee shall not, without first obtaining the written consent of Lessor, make any alterations, additions, or improvements, in, to, or about the premises. Lessor's written consent shall not be unreasonably withheld.

Ordinances and Statutes: Lessee shall, at Lessee's sole cost comply with all statutes, ordinances and requirements of all municipal, state and federal authorities now in force, pertaining to the use of said premises and shall faithfully observe in said use all municipal ordinances, state and federal statutes now in force or which may hereafter be in force and observe and maintain all Environmental standards.

Assignment and Subletting: Lessee shall not assign this lease or sublet any portion of the premises without prior written consent of the Lessor, which shall not be unreasonable withheld. Any such assignment or subletting without consent shall be void and, at the option of the Lessor, may terminate this lease.

Utilities: The Lessee has agreed to have a phone line and internet connection run to the building at their costs and they will maintain the monthly bills. All applications and connections for necessary utility services on the demised premises shall be made in the name of the Lessor. The Lessor shall be solely liable for utility charges as they become due, including those for heat and electricity.

- Lessee's Indemnification. Lessee agrees to protect, indemnify, and save the Lessor harmless from and against any and all claims, and against any and all loss, cost, damage, or expense, including but without limitation, reasonable attorneys' fees, arising from:
 - Premises. Any injury or damage to any person or property sustained in or about the premises during the term of this Lease or any extension or renewal thereof; provided, however, Lessee's obligations under this Paragraph shall not apply to the extent caused by any entry in or around the premises by Lessor, its agents, contractors or employees (hereinafter "Lessor Entry") or caused by the negligence or willful misconduct of Landlord, its agents, contractors or employees, or Landlord's failure to maintain the premises as required by this Lease.
 - Negligence. Any injury or damage to any person or property to the extent caused by the negligence or willful misconduct of Lessee, its agents, contractors, or employees, however, Lessee's obligations under this Paragraph shall not apply to injury, death or damage resulting from any Lessor Entry to the extent caused by the negligence or willful misconduct of the Lessor, its agents, contractors or employees, or Lessor's failure to maintain the premises as required by this Lease.
 - Noncompliance. Noncompliance with any federal, state, or local laws, orders, and regulations.
 - Survival. This indemnity shall survive the expiration or earlier termination of this Lease for a period of two (2) years.
- Lessor's Indemnification. Lessor agrees to protect, indemnify, and save the Lessee harmless from and against any and all claims, and against any and all loss, cost, damage, or expense, including but without limitation, reasonable attorneys' fees, arising from:
 - Negligence. Any injury or damage to any person or property to the extent caused by the negligence or willful misconduct of Lessor, its agents, contractors, or employees; provided however, Lessor's obligations under this Paragraph shall not apply to injury or damage to the extent caused by the negligence or willful misconduct of Lessee, its agents, contractors, or employees.
 - Noncompliance. Noncompliance with any federal, state, or local laws, orders, and regulations.
 - Representations and Warranties. Any breach of Lessor's covenants, representations, or warranties in this Lease.
 - Survival. This indemnity shall survive the expiration or earlier termination of this Lease for a period of two (2) years.

Insurance: Lessee, at Lessee(s) sole cost and expense, but for the mutual benefit of Lessor and Lessee maintain public liability insurance, including liability against claims for personal injury, death, or property damage occurring in, upon, or about the premises and on any sidewalks directly adjacent to the premises. The limits of liability of such insurance shall meet the criteria and limits required by the School District #118.

Insurance: All such policies of insurance shall be issued in the name of the Lessee, with the Lessors named as additional insured. Evidence of the insurance of such policies shall be delivered to Lessor within thirty (30) days after the term of the Lease commences. Lessee shall obtain a written obligation on the part of each insurance company to notify Lessor in writing at least thirty (30) days prior to any cancellation or material change of coverage.

- **Casualty and Eminent Domain**

- **Casualty.** If the Premises, Building or other improvements on the Land shall be damaged or destroyed in whole or in part by fire or other casualty during the Lease term, unless this Lease is terminated as provided in this Section, Lessor shall promptly repair and restore the Premises, Building, or other improvements to a condition equal to its condition immediately prior to such damage or destruction and in conformity with and pursuant to all applicable requirements of law and duly constituted governmental authority. From the date of such casualty, until the Building is so repaired and restored, Rent and all other charges and items payable hereunder shall abate in such proportion as the part of the Premises destroyed or rendered untenable bears to the total Building. Lessor shall substantially complete any such repair and restoration within sixty (60) days after the casualty. If it reasonably appears that Lessor will be unable to substantially complete the repair and restoration within the 60-day period or if Lessor fails to substantially complete the repair and restoration of the Premises within the 60-day period, either Lessor or Lessee may terminate this Lease by giving thirty day (30) written notice to the non-terminate party at any time before the repair and restoration is substantially completed.
- **Eminent Domain.** If all of the Premises shall be taken by any public authority under the power of eminent domain or conveyed in lieu of condemnation, this Lease shall terminate as of the day possession is taken by the public authority, and Lessee shall pay Rent up to that date. If less than all of the Premises is taken and the taking would (a) materially interfere with Lessee's business in the Premises (in Lessee's reasonable judgment), or (b) would materially reduce available parking at the Premises in a manner that would interfere with Lessee's business operations (in Lessee's reasonable judgment), then Lessee shall have the option to terminate this Lease on the date the public authority takes possession, upon written notice to Lessor given within ninety days after the date of such taking.

Default. This should be added

- **By Lessee.** Lessee shall be deemed in default in the event Tenant shall: (i) fail to pay any Rent within ten business days after written notice of such default has been given to Tenant by Landlord; or (ii) fail to perform any of the other terms, conditions or covenants of this Lease to be performed or observed by Lessee for more than thirty (30) days after written notice of such default has been given to Lessee by Lessor (or such other reasonable time to cure as necessary if such default is not susceptible to cure within thirty (30) days and Lessee, upon receipt of such notice, promptly and diligently attempts to effect such cure), or (iii) be declared insolvent or

make any general assignment for the benefit of creditors, file or have filed against it a voluntary or involuntary petition in bankruptcy or a petition for reorganization or arrangement under any law relating to bankruptcy (unless, in the case of a petition filed against Lessee, the same is dismissed within sixty (60) days). In the event of a Lessee default (which remains uncured beyond applicable cure period), upon notice to Lessee and in addition to any other remedies available at law or in equity, Lessor may cure Lessee's default as provided in this Section below, terminate this Lease, or re-enter and recover possession of the Premises without affecting Lessee's liability for past Rent and other charges due or future Rent or other obligations under the Lease and other charges to accrue hereunder. In the event that Lessor re-acquires possession of the Premises as a consequence of any such default, Lessor shall use reasonable efforts to mitigate its damages, and any rents collected by Lessor from reletting the Premises shall be credited to the fulfillment of the agreements of Lessee under this Lease; provided, however, in no event shall Lessee have any right to any payment from Lessor of any sums received by Lessor as a result of any relating of the Premises in excess of the Rent payable by Lessee hereunder.

- **By Lessor.** Lessor shall be deemed in default in the event Lessor: (i) fails to pay real estate taxes when due; (ii) fails to maintain the Premises in a manner that does not allow the Lessee to operate its business to the extent required of Lessor by the terms of this Lease; (iii) fails to maintain the foundations, exterior walls, and roof of the Premises in good repair within thirty (30) days after written notice by Lessee to Lessor; (iv) fails to maintain all plumbing (including water softener/water treatment system), sewage, and electrical systems serving the Premises in good repair within thirty (30) days after written notice by Lessee to Lessor; (v) fails to maintain the HVAC and/or heating and cooling systems serving the Premises in good repair within thirty (30) days after written notice by Lessee to Lessor; (vi) fails to perform any of the other terms, conditions, or covenants of this Lease, including the Work Obligations, to be performed or observed by the Lessor for more than thirty (30) days after written notice of such default has been given to Lessor by Lessee (or such other reasonable time to cure as necessary if such default is not susceptible to cure within thirty (30) days and Lessor, upon receipt of such notice, promptly and diligently attempts to effect such cure); or (vii) be declared insolvent or make any general assignment for the benefit of creditors, file or have filed against it a voluntary or involuntary petition in bankruptcy or a petition for reorganization or arrangement under any law relating to bankruptcy.
- **Remedies Cumulative.** The rights and remedies of Landlord and Tenant under this Lease shall be cumulative and the exercise of any of them shall not be exclusive of any other right or remedy provided by this Lease or allowed by law.
- **Non-Waiver.** The waiver by Lessor or Lessee of any breach of any covenant of this Lease shall be limited to the particular instance and shall not operate or be deemed to waive any future breach of the same or any other covenant on the same or any other occasion, nor operate as a waiver of Lessor's right to enforce the payment of subsequent installments of rent or any of Lessor's or Lessee's rights under this Lease by such remedies as may be appropriate. No extension of time, forbearance, neglect, or waiver on the part of Lessor or Lessee with respect to any one or more of the covenants, terms, or conditions of this Lease, shall be construed as a waiver of any of the other covenants, terms, or conditions of this Lease, or as an estoppel against Lessor or Lessee.

Lessor's Representations and Warranties

Lessor represents, warrants and covenants to Lessee that has full right and lawful authority to enter into and perform Lessor's obligations under this Lease for the initial term and all renewal terms, subject to the performance by Lessee of the terms and conditions of this Lease, Lessee shall peaceably have and enjoy, during the term hereof, the quiet and

undisturbed possession of the Premises and all other rights of Lessee under this Lease for the term of this Lease without interference or interruption by Lessor or any other person or persons lawfully or equitably claiming by, through or under the Lessor. The foregoing representations and warranties shall survive the expiration or earlier termination of this Lease

Notices - All notices to be given by Lessor or Lessee shall be by either email or in writing and shall be personally delivered, sent registered or certified mail, postage prepaid, or sent by a nationally recognized courier service, to the other party at the address in this Section (or to such other address as may be designated by notice to the other party) and shall be deemed given upon the earlier of (i) personal delivery, (ii) the date that is five business days after mailing by U.S. Mail, (iii) the date of delivery by courier, or (iv) the date of refusal to accept service:

If to Lessor: Little Sand Group Homes
Attn: _____
7646 Little Sand Lane NE
Remer, MN 56672

If to Lessee: Independent School District 118
Attn: Pat Rendall, Superintendent
316 Main St E
Remer, MN 56672

Security Deposit: The Lessor does not require a security deposit.

Option to Renew: Provided that Lessee is not in default in the performance of this lease, Lessee shall have the option to renew the lease for an additional term of commencing at the expiration of the initial lease term. All of the terms and conditions of the lease shall apply during the renewal term.

Subordination: This lease is and shall be subordinated to all existing and future liens and encumbrances against the property.

Counterparts/Facsimile Copies - This Lease may be executed in counterparts, all of which taken together shall constitute one and the same instrument. Lessor and Lessee agree that facsimile or other electronic executed copies of this Lease shall be binding.

Entire Agreement: The foregoing constitutes the entire agreement between the parties and may be modified only by writing signed by both parties. The following Exhibits, if any, have been made a part of this lease before the party's execution hereof:

LESSOR: Little Sand Group Homes
Address: 7646 Little Sand Lane NE
Remer, MN 56672

Signature: Michelle Baker

Title: Executive Director

Dated: 6/5/24

LESSEE: Independent School District #118
Address: 316 Main St E
Remer, MN 56672

Signature: _____

Title: _____

Dated: _____

Little Sand Group Home

PO Box 40
Remer, MN 56672

Invoice

Date	Invoice #
6/5/2024	725

Bill To
Northland School Dist 118 Remer, MN 56672

Description	P.O. No.	Terms	Project
	Quantity	Rate	Amount
School Lease	12	1,050.00	12,600.00
Total			\$12,600.00

Signature: 

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SPECIAL EDUCATION PROGRAM SERVICES AGREEMENT
(IASC Selling SPED Programming to Districts)

THIS AGREEMENT entered into between **INDEPENDENT SCHOOL DISTRICT NO. 6070, ITASCA AREA SCHOOLS COLLABORATIVE**, hereinafter referred to as "ISD 6070", and **INDEPENDENT SCHOOL DISTRICTS NO. 118 - NORTHLAND, NO. 002 - HILLCITY, NO. 316 – GREENWAY, NO. 317 – DEER RIVER, NO. 319 – NASHWAUK-KEEWATIN, AND NO. 698 – FLOODWOOD**, hereinafter referred to as "DISTRICT".

RECITALS

The parties hereto recite and declare:

- A. **ISD 6070** is a public educational entity operating under the laws of the State of Minnesota.
- B. **DISTRICT** is a public educational entity operating under the laws of the State of Minnesota.
- C. **DISTRICT** desires and agrees to purchase and obtain special education services from **ISD 6070**. **ISD 6070** desires and agrees to provide the special education services to **DISTRICT**, as set forth herein.

FOR THE REASONS SET FORTH ABOVE, AND IN CONSIDERATION OF THE MUTUAL PROMISES OF THE PARTIES HERETO, THE PARTIES COVENANT AND AGREE AS FOLLOWS:

DURATION OF AGREEMENT. The initial term of this Agreement shall commence on the 1st day of July, 2024 and shall continue in full force and effect until the 30th day of June, 2025 unless terminated, extended, or modified by mutual agreement.

TERMINATION. Any party to this agreement may withdraw from it by giving an advance one-year written notice of the party's intent to withdraw. One year notice is defined as an entire fiscal year, thus July 1 through June 30.

SPECIAL EDUCATION SERVICES PROVIDED. **ISD 6070** shall provide **DISTRICT** with the special education services consistent with Appendix A.

PERSONNEL PERFORMING SPECIAL EDUCATION SERVICES.

- A. **ISD 6070** agrees and represents that it shall have subjected any personnel assigned to perform services under this contract to both a criminal history and background check, and shall not assign anyone to perform services under this contract who has any record or history which would have a negative bearing on that individual's ability to properly and safely perform services under this contract or who might pose even the slightest risk to employees or students with whom he/she may come into contact.
- B. **ISD 6070** agrees and represents that all employees performing services as part of this agreement possess the credentials required by the State of Minnesota to provide said services.
- C. **ISD 6070** assumes full responsibility for its employee/personnel providing services hereunder, and will make all deductions required of employers by state, federal and local laws, including deductions for social security and withholding taxes; and shall maintain workers' compensation and liability insurance coverage for each.

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REQUIRED HOURS OF SERVICES. **ISD 6070** shall provide the services identified in Appendix A to **DISTRICT** as needed based on the needs of **DISTRICT** as agreed upon by **ISD 6070** Special Education Administration and **DISTRICT** Administration.

CONSIDERATION FOR PROVIDING SPECIAL EDUCATION SERVICES. In consideration for providing the services identified in Appendix A, **DISTRICT** shall compensate **ISD 6070** for actual costs in an amount proportionate to **DISTRICT**'s previous year end total Average Daily Membership (ADM). An approximation is identified in Appendix A, but **DISTRICT** will be billed based on actual costs incurred by **ISD 6070** for the provision of special education services, including but not limited to, salaries, benefits, equipment, and travel reimbursements.

RELATIONSHIP OF THE PARTIES.

- D. The overall conduct and control of the services performed under this agreement will lie with **ISD 6070**. However, **ISD 6070** agrees and represents that its employees/personnel shall perform said services in accordance with approved methods and procedures for such services and in conformity to federal and state law, rule and policy.
- E. Employees of **ISD 6070** are not to be considered as employees of **DISTRICT** for any purpose, and **ISD 6070** personnel/employees will not be entitled to any rights or benefits from **DISTRICT**.

COMPLIANCE WITH POLICIES AND PROCEDURES.

- F. **ISD 6070** agrees that its personnel/employees assigned to perform services under this contract shall fully comply with all policies and procedures of **DISTRICT**. Any deficiency, failure, or refusal on the part of any employee/personnel of **ISD 6070** with regard to compliance with the policies and procedures of **DISTRICT** shall be brought to the attention of **ISD 6070** both orally and in written form.
- G. **ISD 6070** agrees that its personnel/employees assigned to perform services under this contract shall conform to, and comply with, all federal and state laws dealing with the release and dissemination of data.
- H. **ISD 6070** agrees and represents that its employees will not perform any of the services contemplated and intended by this agreement after having used or consumed any alcoholic beverages, illegal drugs, or after misusing prescription drugs.
- I. The parties agree that any violation or non-compliance by personnel assigned by **ISD 6070** to perform services under this agreement shall be dealt with by **ISD 6070**. However, **DISTRICT** shall have the right to request removal of any such personnel/employee from performing services under this contract, and reassignment of services shall be determined by the Superintendents of **DISTRICT** and **ISD 6070** leadership.
- J. All written information, data, student records, personnel records and other data compiled or kept in conjunction with the services performed under this contract, or related thereto, will be subject to state and federal data practice laws and rules to the extent that each party to this contract complies with and safeguards its own data. Each party shall be responsible for its own wrongful acts with regard to the inappropriate or unlawful release of protected data, but shall be allowed and authorized to have access to each other's data to the extent necessary to perform services under this agreement.

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LIABILITIES AND INDEMNIFICATION.

- A. **ISD 6070** shall be solely liable for the actions, conduct, and/or wrongdoing, whether by omission or commission, of any of its personnel/employees assigned to perform services under this agreement and arising directly or indirectly from the performance of those services.
- B. **DISTRICT** shall be solely liable for the actions, conduct, and/or wrongdoing, whether by omission or commission, of any of its personnel/employees.

DISPUTE RESOLUTION. The parties agree that any and all disputes arising out of this Agreement shall be subject to binding arbitration through the Minnesota Bureau of Mediation Services. The parties agree that an arbitrator shall be selected from a list provided by the Minnesota Bureau of Mediation Service, and shall be conducted in accordance with its procedures. Under no circumstances shall the arbitrator render a decision that is outside the parameters and the specific terms and provisions of this Agreement, and the scope of the arbitration shall be limited to the specific dispute presented.

TERMS TO BE EXCLUSIVE. The entire agreement between the parties with respect to the services provided hereunder is contained in this Agreement. The provisions of this Agreement are for the benefit of the parties hereto and not for the benefit of any other person or legal entity.

WAIVER OR MODIFICATION OF TERMS. No waiver, alteration or modification of any of the terms and provisions of this Agreement shall be binding unless in written form and signed and executed by the authorized representatives of the parties hereto.

REPRESENTATION OF AUTHORITY TO SIGN. Each party represents and warrants that the person(s) signing and executing this agreement on its behalf has been properly authorized to do so by the governing board of each entity, and that such action taken is consistent with its own by-laws, rules, procedures, and in accordance with the laws of the state of Minnesota.

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SPECIAL EDUCATION PROGRAM SERVICES AGREEMENT
SIGNATURE PAGE

DISTRICT: _____

By _____

By _____

Its _____

Its _____

Date _____

Date _____

ISD #6070, Itasca Area Schools Collaborative:

DocuSigned by:
By Bill Hoft
312FDE8A23B4423...

DocuSigned by:
By Jackie Skelly
D2B1EAF321AF4F0...

Its IASC Board chair

Its IASC Executive Director

Date 5/17/2024

Date 5/16/2024

IASC SPED Program Positions SY24-25

Service	FTE	Contract	Staff	Notes
DHH Teacher and Mentorship	POS (.5)	ISD #318	Melissa King	Approx
PI Teacher and Mentorship	POS (.5)	ISD #318	Michelle Reichart	Approx
ASD Program Support	POS (.4)	ISD #318	Tracy Hutchinson	Approx
Due Process Specialist	1.0	ISD #6070	Sue Will	
Work Experience Coordinator	1.0	ISD #6070	Marie Sippola	
Physical Therapist	1.0	ISD #6070	Lisa Brink	
Occupational Therapist	1.0	ISD #6070	Courtney Worlie	
Certified Occupational Therapy Assistant	1.0	ISD #6070	Patty Bernsdorf	
Evaluator	1.0	ISD #6070	Ariel Dowling	
Sped Director	.5	ISD #6070	Jackie Skelly	
Sped Coordinator	1.0	ISD #6070	Kristen Panchyshyn	
Admin Assistant	.5	ISD #6070	Ann Grillo	
Vision	.45	NLC	Kathleen Fischer	
Audiology	.25	ISD #6070	Megan Bruxvort	
MA Billing Coordinator	1.0 FTE (208 days)	ISD #6070	Shauna Hambly	
ECSE Admin Asst.	POS	ISD #6070	Kate O'Brien	.5 is sold to 318
ECSE-EC Director	0.20	ISD #6070	Darla Rahne	Purchase shared with Invest Early
MA Billing Data Clerk	1.0	ISD #6070	Shana Grzybowski	
IASC Registered Nurse	.90 FTE (220 days)	ISD #6070	Carrissa Hansen	

ISD #118
 316 Main Street East
 Remer, MN 56672

Effective Date: 07/01/2024
 Expiration Date: 07/01/2025

**American Family Home Insurance Company
 STATEMENT OF VALUES**

Location	Building	Address	Real Property	Personal Property
1 - 1	Remer H.S. & Elem.	316 Main Street East, Remer, MN 56672	\$31,331,586	\$2,248,284
1 - 2	ECFE Bldg	316 Main Street East, Remer, MN 56672	\$1,824,645	\$1,124,142
1 - 3	Boiler Building	316 Main Street East, Remer, MN 56672	\$360,676	\$5,621
1 - 4	Bus Barn - Storage	316 Main Street East, Remer, MN 56672	\$120,252	\$112,414
1 - 5	Concession Building	316 Main Street East, Remer, MN 56672	\$12,023	\$2,248
1 - 6	Sports Storage Garage	316 Main Street East, Remer, MN 56672	\$108,361	\$112,414
1 - 7	Bleachers/Crows Nest	316 Main Street East, Remer, MN 56672	\$144,384	\$1,125
1 - 8	Janitorial Storage	316 Main Street East, Remer, MN 56672	\$132,361	\$22,483
1 - 9	Storage Shed	316 Main Street East, Remer, MN 56672	\$6,011	
1 - 10	ECFE Storage Shed	316 Main Street East, Remer, MN 56672	\$6,011	
1 - 11	Storage Shed	316 Main Street East, Remer, MN 56672	\$6,011	
1 - 12	Sports Pavilion	316 Main Street East, Remer, MN 56672	\$12,023	
1 - 13	Dugouts	316 Main Street East, Remer, MN 56672	\$21,210	
1 - 15	Property in the Open	316 Main Street East, Remer, MN 56672	\$433,832	
1 - 16	Mobile Office Trailer	316 Main Street East, Remer, MN 56672	\$42,773	
1 - 17	New Bus Garage	316 Main Street East, Remer, MN 56672	\$1,391,000	
2 - 1	Bus Garage	159 School Lane, Longville, MN 56655	\$132,362	\$5,621
2 - 2	LSLC	5910 Littlesand Dr, Remer, MN 56672		\$16,862
			\$36,085,521	\$3,651,214
* Not Included in Blanket			Blanket @90%	\$35,763,061

Please sign and date the form

 Authorized Officer

 Date

Northland Community Schools

JOB DESCRIPTION

**Position Title: Storm Assistant Activities
Director**

Date Written: June 2024

Department: Athletics

**Reports To: Activities Director/
Building Principal**

Board Approved:

JOB SUMMARY: Assists the Hill City/Northland Storm Activities Director. These responsibilities include internal operations including managerial duties, assisting in coordination and communication of activities, and assisting with managing equipment, facilities, and bookkeeping.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

40 % Managerial Duties for Athletic Activities

- A. Maintains records and documents as required and necessary to ensure proper documentation of athletic program activities, events, participation, and related information for the purpose of complying with school policies as well as applicable laws and regulations.
- B. Inputs rosters in rSchool for host school
- C. Assists in coordinating game workers at host school
- D. Assists in arranging transportation for student participants and staff members as required.
- E. Monitor academic eligibility of student participants at grade checks. Notify Activities Director of student eligibility.
- F. Creates sports programs for host school events.

30 % Communication and Coordination of Activities

- A. Fosters good school-community relations by keeping the community aware of and responsive to the activities program.
- B. Keeps records of all senior high school activities, contests, and maintains a record file of all award winners (date and type of award and scholarships.)
- C. Assists in organizing, scheduling and preparing documents for fall, winter and spring sports nights.
- D. Assists in preparation for the annual recognition program for school activities and Athletic Banquet.
- E. Assists in distributing forms for activity/sport pictures

20 % Managing Equipment, Facilities, and Bookkeeping.

- A. Deposits, receipts, and tracks sports payments and uniform deposits
- B. Returns uniform deposits at the end of season
- C. Assists in arranging facilities and facility use forms
- D. Assists in collecting pay sheets for coaches, game workers, and referees and turns them into the bookkeeper.

Perform other duties as assigned or requested.

WORK REQUIREMENTS AND CHARACTERISTICS:

Education/Certification Requirements:

- Minnesota State High School League requirements for Activities Director certification.
- Knowledgeable in the area of activities and athletics.
- Ability to work harmoniously with other coaches.

Experience:

- Previous experience in working with children, specifically athletics, preferred.
- CPR and first aid training desired

Essential Knowledge, Skills, and Abilities:

- Ability to work in a diverse environment
- Ability to communicate effectively with students, parents, teachers, administrators, community, and staff
- Working knowledge of district discipline policies
- Knowledge of MSHSL/Conference/Section rules and regulations
- Ability to instruct, lead and supervise student athletes
- Ability to work with individuals of various ability levels
- Ability to work independently within a larger context of team cooperation

Machines, Tools, Equipment, Electronic Devices, and Software:

- Operates computer, printer, copy machine, fax machine, phone system, walkie-talkie, and other electronic or technological equipment for the specific position
- Uses basic office software
- Uses Gmail to send and receive district communication

Supervision of Other Employees:

- This position does provide work direction and supervision for assistant and junior high coaches.

Physical Job Requirements:

- Position may include extended periods of standing
- Position may include extended periods of sitting during meetings and when working with students
- Position may include bending, stooping or sitting on the floor while working with students
- Position may include lifting equipment or supplies, typically not to exceed 25 pounds
- Position involves listening, speaking clearly and visual acuity

- ☐ Position may involve addressing physical and/or emotional outbursts from students

Mental Job Requirements:

- ☐ Position includes the need to clearly communicate directions and information to students
- ☐ Position requires working with interruptions, handling multiple tasks and organizing and prioritizing work assignments
- ☐ Position requires flexibility and willingness to undertake a variety of tasks
- ☐ Position involves responding to critical or emergency situations

Working Conditions:

- ☐ Work is primarily performed in a athletic environment which typically includes moderate noise from students, computers, and other work-related equipment
- ☐ Position involves occasional exposure to blood/bodily fluids and airborne pathogens
- ☐ Position may involve higher noise level

Job Outcomes:

- ☐ Projects a positive, cooperative and respectful attitude with students, parents, other employees and community members.
- ☐ Maintains a positive, professional, and safe educational environment at all times.
- ☐ Supports students to assist them in reaching their full potential athletically, emotionally, physically, and socially
- ☐ Provides confidentiality for all students and staff

This description describes the general nature and work expected of an individual assigned to this position. Employees may be required to perform other job-related duties as requested by their supervisor. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.