



**ROCK RIDGE PUBLIC SCHOOLS  
1405 PROGRESS PARKWAY  
VIRGINIA MN 55792**

**E-G Regular Meeting  
Monday, February 24, 2020 at 6:00 PM  
Board Room, 801 Jones St., Eveleth, Minnesota 55734**

## AGENDA

1. Call the Meeting to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Student Representative Information.
5. Agenda Additions/Deletions.
6. Visitor Input.
7. Approve Agenda.
8. Approve the Treasurer's Report for the Second Check Writing of February. 3
9. CONSENT AGENDA.
  1. Approve Minutes of the Regular Meeting of Monday, February 10, 2020. 15
  2. Approve Study Session Minutes for February 10, 2020. 18
  3. Approve Collaborative Board Study Session Minutes for February 13, 2020. 19
  4. Approve Jason Ness as a School Rep on the Channel 12 Joint Cable Board.
  5. Accept Resignation of Courtney Thelen, Gilbert Lunch Aide. 20
  6. Approve 2019-2020 Extra Curricular Positions. 21
10. ITEMS REMOVED FROM CONSENT AGENDA.
11. PERSONNEL.
  1. None.
12. NEW BUSINESS.
  1. Approve Second Reading of Policies. 22
  2. Approve Resolution #705 Accepting Donations. 26

3. Approve Resolution #706 Calling for a Special Election on Consolidation.

4. Approve Changes to 2019-2020 iPad Handbook.

27

5. Discussion on Attorney RFP.

13. OLD BUSINESS

1. None.

14. ADMINISTRATIVE REPORT/INFORMATION.

15. BOARD MEMBER TOPICS.

16. ADJOURNMENT.

INDEPENDENT SCHOOL DISTRICT #2154  
Eveleth-Gilbert Public Schools

Treasurer's Report

For the Month of February 2020  
Check Writing

	Receipts	Disbursements	Payroll
General Fund		153,536.57	
Food Service		37,620.67	
Transportation		2,941.96	
Community Education		839.91	
Capital Outlay		11,723.34	
Bldg Construction			
Debt Service			
Trust & Agency		1,500.00	
Channel 12			
Flex Benefit Plan			
OPEB		2,728.80	
TOTAL		210,891.25	

## Eveleth-Gilbert ISD #2154 Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
2154	1	51160	370292	Check	1	2941		ARROWHEAD LIBRARY SYSTEM	Yes	No	No	USD	02/19/2020	450.55
		51159	370293	Check	1	2920		BEMIDJI HIGH SCHOOL	Yes	No	No	USD	02/19/2020	58.50
		51161	370294	Check	1	2961		BLUE CROSS BLUE SHIELD	Yes	No	No	USD	02/19/2020	4,311.00
		51181	370295	Check	1	4208		CHAD CHRIS	Yes	No	No	USD	02/19/2020	75.00
		51148	370296	Check	1	07725		CULLIGAN WATER CONDITIONING	Yes	No	No	USD	02/19/2020	46.00
		51185	370297	Check	1	4318		EDUCATION INNOVATION PARTNER	Yes	No	No	USD	02/19/2020	209.67
		51184	370298	Check	1	4292		EMC INSURANCE COMPANIES	Yes	No	No	USD	02/19/2020	14,355.86
		51186	370299	Check	1	4348		EZSCREEN FIX	Yes	No	No	USD	02/19/2020	1,005.00
		51166	370300	Check	1	3213		FREY SCIENTIFIC	Yes	No	No	USD	02/19/2020	365.38
		51188	370301	Check	1	4428		FURTHER	Yes	No	No	USD	02/19/2020	542.60
		51150	370302	Check	1	13750		GRANDE HARDWARE	Yes	No	No	USD	02/19/2020	26.72
		51149	370303	Check	1	1224		HENDRICKSON LARRY	Yes	No	No	USD	02/19/2020	2,535.26
		51153	370304	Check	1	1949		HERC-U-LIFT	Yes	No	No	USD	02/19/2020	457.08
		51175	370305	Check	1	3979		HOLIDAY CREDIT OFFICE	Yes	No	No	USD	02/19/2020	11.55
		51152	370306	Check	1	15951		INAC INC	Yes	No	No	USD	02/19/2020	37,620.67
		51190	370307	Check	1	4519		IRON RANGER ARTS	Yes	No	No	USD	02/19/2020	125.00
		51155	370308	Check	1	2062		JAMAR COMPANY	Yes	No	No	USD	02/19/2020	10,845.00
		51168	370309	Check	1	3455		KELSON AARON	Yes	No	No	USD	02/19/2020	810.00
		51156	370310	Check	1	20650		L & M SUPPLY INC	Yes	No	No	USD	02/19/2020	111.98
		51151	370311	Check	1	1593		LIIMATTA JEREMY	Yes	No	No	USD	02/19/2020	87.84
		51157	370312	Check	1	21925		LUNDGREN MOTORS INC	Yes	No	No	USD	02/19/2020	75.00
		51162	370313	Check	1	2983		MEDICAREBLUE RX	Yes	No	No	USD	02/19/2020	2,447.30
		51179	370314	Check	1	4176		MEDICO	Yes	No	No	USD	02/19/2020	141.46
		51170	370315	Check	1	3812		MENARDS	Yes	No	No	USD	02/19/2020	69.30
		51180	370316	Check	1	4192		MESABI EAST SCHOOLS	Yes	No	No	USD	02/19/2020	213.00
		51172	370317	Check	1	3832		METRO SALES INC	Yes	No	No	USD	02/19/2020	1,818.86
		51178	370318	Check	1	4173		MIDWEST COMMUNICATIONS	Yes	No	No	USD	02/19/2020	100.00
		51158	370319	Check	1	2782		MN ENERGY RESOURCES CORP	Yes	No	No	USD	02/19/2020	37,397.06
		51173	370320	Check	1	3932		MN PEIP	Yes	No	No	USD	02/19/2020	76,038.96
		51164	370321	Check	1	3060		MN TELECOMMUNICATIONS	Yes	No	No	USD	02/19/2020	742.50
		51187	370322	Check	1	4427		MOORE CHRISTIAN	Yes	No	No	USD	02/19/2020	1,500.00
		51182	370323	Check	1	4228		MUHIGH MARK	Yes	No	No	USD	02/19/2020	75.00
		51177	370324	Check	1	4169		NATIONAL INSURANCE SERVICES O	Yes	No	No	USD	02/19/2020	2,979.19
		51171	370325	Check	1	3827		NEXTERA COMMUNICATIONS	Yes	No	No	USD	02/19/2020	679.94
		51163	370326	Check	1	30412		PRAXAIR DISTRIBUTION INC	Yes	No	No	USD	02/19/2020	360.75
		51183	370327	Check	1	4277		PRECISION EXAMS	Yes	No	No	USD	02/19/2020	144.00
		51165	370328	Check	1	31415		RANGE AUTO PARTS COMPANY	Yes	No	No	USD	02/19/2020	283.70
		51189	370329	Check	1	4444		RATWIK ROSZAK & MALONEY	Yes	No	No	USD	02/19/2020	989.00
		51167	370330	Check	1	33651		SCHOOL SPECIALTY INC	Yes	No	No	USD	02/19/2020	660.08
		51154	370331	Check	1	2057		SHUBAT TRANSPORTATION	Yes	No	No	USD	02/19/2020	9,079.48
		51169	370332	Check	1	37550		SUPER ONE	Yes	No	No	USD	02/19/2020	184.16

**Eveleth-Gilbert ISD #2154**  
**Check Register by Bank and Check**

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
2154	1	51174	370333	Check	1	39350		TRIMARK INDUSTRIAL	Yes	No	No	USD	02/19/2020	558.43
		51176	370334	Check	1	40050		USI INC	Yes	No	No	USD	02/19/2020	303.42
Bank Total: 1														\$210,891.25
Report Total:														\$210,891.25

**Eveleth-Gilbert ISD #2154**  
**Detail Payment Register By Check**

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2154	1	370292	2941		ARROWHEAD LIBRARY SYSTEM		Check
			E 01	100	605 000 000 434	2019-20 AUTOMATION COST	\$76.59
			E 01	301	605 000 000 434	2019-20 AUTOMATION COST	\$76.59
			E 01	101	605 000 000 434	2019-20 AUTOMATION COST	\$162.20
			E 01	101	605 000 000 434	2019-20 AUTOMATION COST	\$0.01
			E 01	302	605 000 000 434	2019-20 AUTOMATION COST	\$135.16
		PO#: 8712	Voucher #: 84333	Invoice	Invoice No: 00007278	2/19/2020	Paid Amt: \$450.55 Check Amount: \$450.55
2154	1	370293	2920		BEMIDJI HIGH SCHOOL		Check
			E 01	302	298 000 000 369	ENTRY	\$58.50
		PO#: 84375	Voucher #: 84375	Invoice	Invoice No: SPCH22220	2/19/2020	Paid Amt: \$58.50 Check Amount: \$58.50
2154	1	370294	2961		BLUE CROSS BLUE SHIELD		Check
			E 45	005	935 000 000 220	INSURANCE	\$1,676.50
			E 01	005	810 000 796 291	INSURANCE	\$718.50
			E 01	100	203 000 796 291	INSURANCE	\$718.50
			E 01	301	211 000 796 291	INSURANCE	\$1,197.50
		PO#: 84371	Voucher #: 84371	Invoice	Invoice No: 200131394128	2/19/2020	Paid Amt: \$4,311.00 Check Amount: \$4,311.00
2154	1	370295	4208		CHAD CHRIS		Check
			E 01	302	298 000 000 319	JUDGE	\$75.00
		PO#: 84374	Voucher #: 84374	Invoice	Invoice No: SPCH22220	2/19/2020	Paid Amt: \$75.00 Check Amount: \$75.00
2154	1	370296	07725		CULLIGAN WATER CONDITIONING		Check
			E 01	302	810 000 000 401	solar salt	\$46.00
		PO#: 9504	Voucher #: 84314	Invoice	Invoice No: 280279	2/19/2020	Paid Amt: \$46.00 Check Amount: \$46.00
2154	1	370297	4318		EDUCATION INNOVATION PARTNERS		Check
			E 01	302	211 000 000 394	EIP	\$209.67
		PO#: 84370	Voucher #: 84370	Invoice	Invoice No: 1319	2/19/2020	Paid Amt: \$209.67 Check Amount: \$209.67
2154	1	370298	4292		EMC INSURANCE COMPANIES		Check
			E 01	005	940 000 000 340	19-20 PROPERTY & LIABILITY	\$8,044.94
			E 03	005	760 000 720 340	19-20 BUSINESS AUTO	\$1,641.19
			B 01	215	270	19-20 WORKERS COMPENSATION	\$4,669.73
		PO#: 8713	Voucher #: 84338	Invoice	Invoice No: C-05410482	2/19/2020	Paid Amt: \$14,355.86 Check Amount: \$14,355.86

# Eveleth-Gilbert ISD #2154

## Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	Check Amt
2154	1	370299	4348		EZSCREEN FIX		Check	
				E 01	005 605 000 000 350	iPad Digitizer		\$712.00
				E 01	005 605 000 000 350	iPad Home Button		\$15.00
				E 01	005 605 000 000 350	iPad Digitizer & LCD		\$149.00
				E 01	005 605 000 000 350	Frame Repair		\$30.00
				E 01	005 605 000 000 350	LCD Swap (labor only, no parts)		\$99.00
PO#: 9493		Voucher #:	84327	Invoice	Invoice No: 3583	2/19/2020		<b>Paid Amt: \$1,005.00</b>
								<b>Check Amount: \$1,005.00</b>
2154	1	370300	3213		FREY SCIENTIFIC		Check	
				E 01	301 260 000 000 430	598146 GRASSFROG DOUBLE 3-3.5IN WET		\$53.94
				E 01	301 260 000 000 430	563443 LM CARD EARTH WORM LIVE LG, 2:		\$18.95
				E 01	301 260 000 000 430	LIVE LIVE MATERIAL CHARGE		\$12.50
				E 01	301 260 000 000 430	040-1500 DROPPERS PLAS 2.7IN PK/12		\$3.89
				E 01	301 260 000 000 430	190-9270 SYRINGES 30 CC PKG/6		\$42.84
				E 01	301 260 000 000 430	564325 TUBING-VINYL-5/16 OD X 1/16 IN W.		\$11.43
				E 01	301 260 000 000 430	564325 TUBING-VINYL-5/16 OD X 1/16 IN W.		\$11.43
				E 01	301 260 000 000 430	020-1156 BAROMETER WINSTR SHEET		\$16.57
				E 01	301 260 000 000 430	200-3858 THERMOMETER IN/OUTDOOR DL		\$5.18
				E 01	301 260 000 000 430	2022798 PRISM GLASS RIGHT ANGLED 25I		\$7.25
				E 01	301 260 000 000 430	1321835 PRISM 6IN PLASTIC		\$7.21
				E 01	301 260 000 000 430	162-2710 PRISM TRIANGLE EQUILATERAL :		\$5.19
				E 01	301 260 000 000 430	562400 PRISM EQUILATERAL LUCITE 100M		\$3.70
				E 01	301 260 000 000 430	162-6473 PRISM- HOLLOW ACRYLIC		\$3.44
				E 01	301 260 000 000 430	160-4668 PRISM PLAS 3 IN		\$2.85
				E 01	301 260 000 000 430	160-4668 PRISM PLAS 3 IN		\$5.70
				E 01	301 260 000 000 430	1467715 SCALE COMPACT DIGITAL SCALE		\$139.84
				E 01	301 260 000 000 430	1583437 BATTERIES ALKALINE AA -PACK O		\$16.44
PO#: 9264		Voucher #:	84316	Invoice	Invoice No: 308103485086	2/19/2020		<b>Paid Amt: \$368.35</b>
				E 01	301 260 000 000 430	596415 GRASSHOPPER TRACHEAL 3IN WI		\$15.98
PO#: 9264		Voucher #:	84317	Invoice	Invoice No: 208124475870	2/19/2020		<b>Paid Amt: \$15.98</b>
				E 01	301 260 000 000 430	EARTH WORM		\$18.95
PO#:		Voucher #:	84318	Credit	Invoice No: 202501705051	2/19/2020		<b>Paid Amt: (\$18.95)</b>
								<b>Check Amount: \$365.38</b>
2154	1	370301	4428		FURTHER		Check	
				E 01	005 110 000 000 305	ADMIN FEE		\$161.15
PO#:		Voucher #:	84355	Invoice	Invoice No: 1457118	2/19/2020		<b>Paid Amt: \$161.15</b>
				E 01	005 110 000 000 305	ADMIN FEE		\$161.15
PO#:		Voucher #:	84356	Invoice	Invoice No: 1457118	2/19/2020		<b>Paid Amt: \$161.15</b>

**Eveleth-Gilbert ISD #2154**  
**Detail Payment Register By Check**

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	Check Amount
2154	1	370301	4428		FURTHER		Check	
			E 01	005	110 000 000 305	ADMIN FEE		\$110.15
PO#:		Voucher #:	84357	Invoice	Invoice No: 1454673		Paid Amt:	\$110.15
PO#:		Voucher #:	84358	Invoice	Invoice No: 1454673		Paid Amt:	\$110.15
							Check Amount:	\$542.60
2154	1	370302	13750		GRANDE HARDWARE		Check	
			E 01	301	810 000 000 401	Fasteners		\$0.74
PO#:	9514	Voucher #:	84304	Invoice	Invoice No: 158429		Paid Amt:	\$0.74
PO#:	9508	Voucher #:	84310	Invoice	Invoice No: 158933	shop towels	Paid Amt:	\$25.98
							Check Amount:	\$26.72
2154	1	370303	1224		HENDRICKSON LARRY		Check	
			E 01	302	810 000 000 401	January Boiler Work		\$2,240.00
			E 01	302	810 000 000 401	Charger off ebay		\$130.00
			E 01	302	810 000 000 401	Pressurretrol off Ebay		\$165.26
PO#:	9512	Voucher #:	84306	Invoice	Invoice No: 13120		Paid Amt:	\$2,535.26
							Check Amount:	\$2,535.26
2154	1	370304	1949		HERC-U-LIFT		Check	
			E 05	301	865 000 380 305	Annual inspect Gilbert Lift		\$149.00
			E 05	301	865 000 380 305	fees and Supplies		\$1.36
PO#:	9519	Voucher #:	84300	Invoice	Invoice No: W447640		Paid Amt:	\$150.36
			E 05	302	865 000 380 305	Annual inspect Fine Arts		\$152.00
			E 05	302	865 000 380 305	Fees and Supplies		\$1.36
PO#:	9518	Voucher #:	84301	Invoice	Invoice No: W447361		Paid Amt:	\$153.36
			E 05	302	865 000 380 305	Herculift inpect Annual		\$152.00
			E 05	302	865 000 380 305	supplies and fees		\$1.36
PO#:	9517	Voucher #:	84302	Invoice	Invoice No: W447626		Paid Amt:	\$153.36
							Check Amount:	\$457.08
2154	1	370305	3979		HOLIDAY CREDIT OFFICE		Check	
			E 03	005	760 000 720 442	Premium unleaded gas		\$6.42
PO#:	9474	Voucher #:	84325	Invoice	Invoice No: 130655002		Paid Amt:	\$6.42
			E 03	005	760 000 720 442	Premium gas		\$5.13
PO#:	9439	Voucher #:	84326	Invoice	Invoice No: 080935001		Paid Amt:	\$5.13
							Check Amount:	\$11.55
2154	1	370306	15951		INAC INC		Check	
			E 02	005	770 000 701 490	FOOD		\$11,841.45
			E 02	005	770 000 701 495	MILK		\$2,495.54

# Eveleth-Gilbert ISD #2154

## Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2154	1	370306	15951		INAC INC		Check
			E 02	005	770 000 701 401		\$2,189.64
			E 02	005	770 000 701 305		\$2,947.81
			E 02	005	770 000 701 319		\$18,146.23
PO#:		Voucher #:	84350	Invoice	Invoice No: 2067	2/19/2020	Paid Amt: \$37,620.67
							Check Amount: \$37,620.67
2154	1	370307	4519		IRON RANGER ARTS		Check
			E 01	301	259 059 000 350	repairs to school owned 3/4 size Juzek Cello	\$125.00
PO#:	9521	Voucher #:	84346	Invoice	Invoice No: 000133	2/19/2020	Paid Amt: \$125.00
							Check Amount: \$125.00
2154	1	370308	2062		JAMAR COMPANY		Check
			E 05	301	865 000 383 350	Repaired all roofs Gilbert	\$10,845.00
PO#:	9520	Voucher #:	84299	Invoice	Invoice No: 213065	2/19/2020	Paid Amt: \$10,845.00
							Check Amount: \$10,845.00
2154	1	370309	3455		KELSON AARON		Check
			R 04	500	000 000 321 040	BOYS SWIM CLUB	\$810.00
PO#:		Voucher #:	84349	Invoice	Invoice No: 21320	2/19/2020	Paid Amt: \$810.00
							Check Amount: \$810.00
2154	1	370310	20650		L & M SUPPLY INC		Check
			E 05	302	865 000 380 350	Romex connectors	\$1.99
			E 05	302	865 000 380 350	Fan motor	\$109.99
PO#:	9509	Voucher #:	84309	Invoice	Invoice No: 8475889	2/19/2020	Paid Amt: \$111.98
							Check Amount: \$111.98
2154	1	370311	1593		LIIMATTA JEREMY		Check
			E 01	302	298 221 000 401	out of pocket OAP Medea	\$87.84
PO#:	9498	Voucher #:	84344	Invoice	Invoice No: 20820	2/19/2020	Paid Amt: \$87.84
							Check Amount: \$87.84
2154	1	370312	21925		LUNDGREN MOTORS INC		Check
			E 03	005	760 026 720 401	Labor to reaire bad wires	\$75.00
PO#:	9506	Voucher #:	84312	Invoice	Invoice No: 135992	2/19/2020	Paid Amt: \$75.00
							Check Amount: \$75.00
2154	1	370313	2983		MEDICAREBLUE RX		Check
			E 45	005	935 000 000 220	INSURANCE	\$1,052.30
			E 01	005	810 000 796 291	INSURANCE	\$310.00
			E 01	100	203 000 796 291	INSURANCE	\$310.00
			E 01	301	211 000 796 291	INSURANCE	\$775.00
PO#:		Voucher #:	84359	Invoice	Invoice No: 200370246963	2/19/2020	Paid Amt: \$2,447.30
							Check Amount: \$2,447.30

**Eveleth-Gilbert ISD #2154**  
**Detail Payment Register By Check**

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2154	1	370314	4176		MEDICO		Check
			B 01	215	002		
			84372	Invoice		LIFE INSURANCE	
						2/19/2020	
							\$141.46
							Paid Amt: \$141.46
							Check Amount: \$141.46
2154	1	370315	3812		MENARDS		Check
			E 01	301	255 000 000 430	INDUSTRIAL TECH ITEMS	
			84332	Invoice		2/19/2020	
							\$15.92
							Paid Amt: \$15.92
							\$9.94
							\$2.59
							\$4.09
							\$0.90
							\$9.98
							Paid Amt: \$27.50
							\$5.38
							Paid Amt: \$5.38
							\$14.78
							\$5.72
							Paid Amt: \$20.50
							Check Amount: \$69.30
2154	1	370316	4192		MESABIEAST SCHOOLS		Check
			E 01	302	298 000 000 369	ENTRY	
			84376	Invoice		2/19/2020	
							\$45.00
							Paid Amt: \$45.00
							\$168.00
							Paid Amt: \$168.00
							Check Amount: \$213.00
2154	1	370317	3832		METRO SALES INC		Check
			E 01	101	203 000 000 370	#107594, W885L600048	
			84334	Invoice		2/19/2020	
							\$378.08
							Paid Amt: \$378.08
							\$207.27
							Paid Amt: \$207.27
							\$229.23
							(\$0.01)
							\$38.55
							\$115.64
							Paid Amt: \$383.41
							\$850.10
							Paid Amt: \$850.10
							Check Amount: \$1,818.86

**Eveleth-Gilbert ISD #2154**  
**Detail Payment Register By Check**

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	Check Amount:
2154	1	370318	4173		MIDWEST COMMUNICATIONS		Check	
				E 01	005 199 000 000 380			\$100.00
		PO#: 9425		84339	Invoice	Invoice No: 416341-1		\$100.00
					Advertising of the Combined School Name, Mi	2/19/2020		Check Amount: \$100.00
2154	1	370319	2782		MN ENERGY RESOURCES CORP		Check	
				E 01	302 810 000 000 440			\$22,016.54
		PO#: 84360		84360	Invoice	Invoice No: 20FEB		\$22,016.54
		PO#: 84361		84361	Invoice	Invoice No: 20FEB		\$14,198.20
		PO#: 84362		84362	Invoice	Invoice No: 20FEB		\$171.92
		PO#: 84363		84363	Invoice	Invoice No: 20FEB		\$47.85
		PO#: 84364		84364	Invoice	Invoice No: 20FEB		\$18.00
		PO#: 84365		84365	Invoice	Invoice No: 20FEB		\$113.39
		PO#: 84366		84366	Invoice	Invoice No: 20FEB		\$831.16
					UTILITIES	2/19/2020		Check Amount: \$37,397.06
2154	1	370320	3932		MN PEIP		Check	
				B 01	215 001			\$76,038.96
		PO#: 84369		84369	Invoice	Invoice No: 939014		\$76,038.96
					INSURANCE	2/19/2020		Check Amount: \$76,038.96
2154	1	370321	3060		MN TELECOMMUNICATIONS		Check	
				E 01	005 605 000 311 320			\$742.50
		PO#: 84354		84354	Invoice	Invoice No: 6100		\$742.50
					TECH	2/19/2020		Check Amount: \$742.50
2154	1	370322	4427		MOORE CHRISTIAN		Check	
				E 08	005 960 812 000 898			\$1,500.00
		PO#: 84368		84368	Invoice	Invoice No: 10220		\$1,500.00
					MAHNICH SCHOLARSHIP	2/19/2020		Check Amount: \$1,500.00
2154	1	370323	4228		MUHICH MARK		Check	
				E 01	302 298 000 000 319			\$75.00
		PO#: 84373		84373	Invoice	Invoice No: SPCH22220		\$75.00
					JUDGE	2/19/2020		Check Amount: \$75.00



**Eveleth-Gilbert ISD #2154**  
**Detail Payment Register By Check**

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2154	1	370330	33651		SCHOOL SPECIALTY INC		Check
		E 01 302 211 333 000 401			077375 PEN ROLLER GLIDE BIC GRIP BLAC		\$19.22
		E 01 302 211 333 000 401			1353957 GLUE STICK .74OZ WHITE SCHOC		\$18.16
		E 01 302 211 333 000 401			008742 MARKER CRAYOLA WASHABLE WE		\$14.90
		E 01 302 211 333 000 401			084465 ERASER DRY ERASE MAGENTIC S		\$5.15
		<b>Voucher #:</b> 84319			<b>Invoice No:</b> 208124495919	2/19/2020	<b>Paid Amt:</b> \$144.39
		E 01 101 203 000 000 401			059946 FASTENER #2 1/2 IN BX/100 - SCHC		\$4.92
		<b>Voucher #:</b> 84320			<b>Invoice No:</b> 208124469006	2/19/2020	<b>Paid Amt:</b> \$4.92
		E 01 302 270 000 000 430			1312184 CONSTRUCTION PAPER 12X18 50.		\$40.92
		E 01 302 270 000 000 430			2020719 PENCIL PRESHARPENED TICOND		\$88.38
		E 01 302 270 000 000 430			2021382 MARKER SHARPIE PERMANENT F		\$38.99
		E 01 302 270 000 000 430			1530186 MARKER SHARPIE PERMANENT F		\$25.99
		E 01 302 270 000 000 430			002133 MARKER PERM FINE ASSTD SAN3C		\$18.69
		E 01 302 270 000 000 430			2006150 MARKER SHARPIE FINE COSMIC (		\$18.19
		E 01 302 270 000 000 430			1438024 MARKER BRUSH TIP ASSORTED		\$31.84
		E 01 302 270 000 000 430			1534838 MARKER SHARPIE CHISELASST (		\$8.31
		E 01 302 270 000 000 430			2006151 MARKER SHARPIE ULTRA FINE C(		\$18.19
		E 01 302 270 000 000 430			078585 TAPE INVISIBLE REFILL 0.75 IN X 1(		\$29.89
		E 01 302 270 000 000 430			1112697 PAPER ALLIN-1 22# 94BR WE		\$41.56
		E 01- 302 270 000 000 430			1506555 CONST PPR 18X24 WHITE SUNWC		\$18.70
		E 01 302 270 000 000 430			424986 PENCILS COLORED CRAYOLA SET		\$35.84
		<b>Voucher #:</b> 84324			<b>Invoice No:</b> 208124553675	2/19/2020	<b>Paid Amt:</b> \$415.49
		E 01 302 050 000 000 401			2000689 TISSUE - SCHOOL SMART ENVIRC		\$95.28
		<b>Voucher #:</b> 84322			<b>Invoice No:</b> 208124537474	2/19/2020	<b>Paid Amt:</b> \$95.28
							<b>Check Amount:</b> \$660.08
2154	1	370331	2057		SHUBAT TRANSPORTATION		Check
		E 01 302 296 144 000 366			GHKY		\$1,560.98
		E 01 302 296 121 000 366			GBB		\$1,652.47
		E 01 302 294 111 000 366			BBB		\$2,447.66
		E 01 302 294 114 000 366			BHKY		\$2,375.02
		<b>Voucher #:</b> 84323			<b>Invoice No:</b> 12664	2/19/2020	<b>Paid Amt:</b> \$8,036.13
		E 01 302 296 144 000 366			GHKY		\$424.50
		<b>Voucher #:</b> 84351			<b>Invoice No:</b> 12699	2/19/2020	<b>Paid Amt:</b> \$424.50
		E 01 302 296 144 000 366			GHKY		\$618.85
		<b>Voucher #:</b> 84352			<b>Invoice No:</b> 12688	2/19/2020	<b>Paid Amt:</b> \$618.85
							<b>Check Amount:</b> \$9,079.48
2154	1	370332	37550		SUPER ONE		Check
		E 01 302 211 333 000 401			Full Sheet Cake - One Act Play		\$64.75
		<b>Voucher #:</b> 84345			<b>Invoice No:</b> 00112364	2/19/2020	<b>Paid Amt:</b> \$64.75

**Eveleth-Gilbert ISD #2154**  
**Detail Payment Register By Check**

r\_ap\_checkregd

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2154	1	370332	37550		SUPER ONE		Check
				E 01	302 250 000 430	Groceries and supplies, blanket	\$47.73
		PO#: 8826			84340 Invoice	Invoice No: 00110686	Paid Amt: \$47.73
				E 01	301 250 000 430	Groceries and supplies, blanket	\$13.93
		PO#: 8825			84341 Invoice	Invoice No: 00022382	Paid Amt: \$13.93
				E 01	301 250 000 430	Groceries and supplies, blanket	\$27.84
		PO#: 8825			84342 Invoice	Invoice No: 00108720	Paid Amt: \$27.84
				E 04	500 580 000 430	ice cream for 15	\$4.44
				E 04	500 580 000 430	chocolate sauce	\$2.22
				E 04	500 580 000 430	banana	\$3.32
				E 04	500 580 000 430	dozen eggs	\$2.38
				E 04	500 580 000 430	package ham	\$7.98
				E 04	500 580 000 430	food coloring	\$2.49
				E 04	500 580 000 430	bag of conversation hearts	\$0.00
				E 04	500 580 000 430	colored goldfish crackers	\$1.99
				E 04	500 580 000 430	trix cereal	\$3.59
				E 04	500 580 000 430	marshmallow creme	\$1.50
		PO#: 9429			84331 Invoice	Invoice No: 00109367	Paid Amt: \$29.91
							Check Amount: \$184.16
2154	1	370333	39350		TRIMARK INDUSTRIAL		Check
				E 01	302 810 000 401	Nitrile gloves LG	\$119.80
				E 01	302 810 000 401	Nitrile Gloves XLG	\$119.80
				E 01	302 810 000 401	Dust Respirator	\$26.15
				E 01	302 810 000 401	Ear plugs	\$37.24
				E 01	301 810 000 401	Ear plugs	\$37.24
				E 01	301 810 000 401	Nitril gloves	\$119.80
		PO#: 9507			84311 Invoice	Invoice No: IN617904	Paid Amt: \$460.03
				E 03	005 760 000 720 401	Antifreeze 50/50 HD	\$73.40
				E 03	005 760 000 720 401	Xi Nitril Gloves Textured	\$25.00
		PO#: 9510			84308 Invoice	Invoice No: IN617914	Paid Amt: \$98.40
							Check Amount: \$558.43
2154	1	370334	40050		USI INC		Check
				E 01	301 211 000 401	USI Opti Clear® Gloss 3 mil Roll Laminating I	\$273.60
				E 01	301 211 000 401	Freight	\$29.82
		PO#: 9423			84321 Invoice	Invoice No: W018476000012	Paid Amt: \$303.42
							Check Amount: \$303.42
							Report Total: \$210,891.25

## Regular Meeting Minutes February 10, 2020

The Regular Meeting of the Board of Education of I.S.D. #2154, Eveleth-Gilbert Public Schools, was held on Monday, February 10, 2020, in the Board Room. The meeting was called to order by Chair Bill Addy at 6:03 p.m.

Present: Directors Addy, Sather, Lautigar, Sorcan, Gentilini, Sjoberg, Uhan. Absent: None. Also present: Superintendent Jeff Carey, Angie Williams, and Todd Griepentrog.

Student Representative Information: Student Representative Sophie Statsman updated the Board on the One Act Play bringing home the Star Performance Trophy from State Competition, winter sports and activities, and the reveal of the school name, mascot, and colors.

Agenda Additions/Deletions:

- Remove 9.0 A from the Agenda
- Change 11.1 Rate of Pay to \$15.84/hr
- Add 13.2 Certified Letter to Parent on Bullying
- Add 13.3 Update All Board Committees

Visitor Input: None

Motion: Sather, Support: Lautigar, to approve the Agenda with the additions and deletions as noted above. Motion carried unanimously.

Motion: Gentilini, Support: Sather, to approve the Treasurer's Report for the Second Check Writing of January, with disbursements of \$335,271.79, the Month of January, with receipts of \$1,755,381.76, payroll of \$654,786.30, disbursements of \$1,082,026.83, and electronic transfers as noted, and the First Check Writing of February, with disbursements of \$333,146.85. Motion carried with Director Sorcan abstaining.

Motion: Lautigar, Support: Addy, to approve the Consent Agenda with the deletion of 9.0 A

- A. Approve Minutes of the Regular Meeting of Monday, December 9, 2019
- B. Approve Minutes of the Regular Meeting of Monday, January 13, 2020
- C. Approve Minutes of the Study Session of Monday, January 13, 2020
- D. Approve Collaborative Board Study Session Minutes of Wednesday, January 29, 2020
- E. Approve Study Session Minutes of Thursday, January 30, 2020
- F. Accept Resignation of Alyssa Radtke, Junior High Boys and Girls Track Coach. Post and advertise for this position.
- G. Accept Resignation of Chris Weston, Boys Assistant Varsity Track Coach. Post and advertise for this position.
- H. Approve First Reading of Policy 415 – Mandated Reporting of Maltreatment of Vulnerable Adults.
- I. Approve Extra Curricular Assignments for 2019-2020
  - Approved Jason Ness, Volunteer Speech Coach
  - Approved Bethany Pontinen, Franklin Playground Aide \$11/hour, and Bear Care at \$10/hour
  - Remove Aimee Krebs from 2<sup>nd</sup> Semester Study Hall
  - Approved Kevin Burritt for 2<sup>nd</sup> Semester Study Hall

Motion carried unanimously.

### PERSONNEL

Motion: Sather, Support: Uhan, to approve Lauri Radle for the ECSE Paraprofessional Position for 4 hours/day, 4 days/ week, at \$15.84/hour (85% pay during probation in accordance with the AFSCME contract). Motion carried unanimously.

### NEW BUSINESS

## Regular Meeting Minutes February 10, 2020

Motion: Lautigar, Support: Addy, to approve the Second Reading of Policies #103 – Complaint – Students, Employees, Parents and Other Persons, Policy #206 – Public Participation in Board Meetings, Policy #510 – Extra Curricular Policy. Motion carried unanimously.

Approve Resolution #703 to accept donation of \$1,000 from Access Broadband for unpaid lunch accounts. Upon roll call, the vote was as follows: Ayes: Sjoberg, Lautigar, Addy, Sather, Sorcan, Gentilini, Uhan Nays: None.

Motion: Sjoberg, Support: Sather, to approve Girls Track Coop with Virginia for 2020 season with the number of students added to the form. Motion carried unanimously.

Motion: Uhan, Support: Addy, to approve the Boys Track Coop with Virginia for 2020 season with the number of students added to the form. Motion carried unanimously.

Motion: Sorcan, Support: Lautigar, to approve the 2019-2020 Teacher Seniority List as presented. Motion carried unanimously.

Motion: Sather, Support: Sjoberg, to accept FY 2019 Audit Report. Motion carried unanimously.

Approve Resolution #704 directing the Administration to make recommendations for reductions in programs and positions and reasons therefore.

Motion: Uhan, Support: Lautigar, to approve purchase of track uniforms. Motion carried unanimously.

Motion: Sjoberg, Support: Sather, to accept the Commissioners Report on Consolidation. This has been changed to Resolution #705. Upon roll call, the vote was as follows: Ayes: Addy, Sjoberg, Uhan, Sather, Lautigar Nays: Sorcan and Gentilini. Resolution passes 5 to 2. Motion carried.

Discussion about added agenda item 12.10 - All Board Committees. Motion: Sather, Support: Addy, to Appoint Director Lautigar and Sjoberg to the negotiation team to represent District 2154. Amended Motion by Director Sorcan to take each item in 12.10 separately as 12.10 A - Negotiaton Team to represent District 2154 in the Superintendent negotiations. Motion carried with Directors Sorcan and Gentilini voting no. 12.10 B – Other Board Committees. Discussion was held regarding other Board Committees. Supt. Carey provided the Board with a copy of last year’s Board Committees and Board members have been directed to sign up for what committee they would like to be on.

### OLD BUSINESS

Discussion was held on School Attorney RFP. Supt.Carey reported that we have received 3 RFP’s, but we sent to 11 more firms on the MSBA Recommended Attorney List.

13.2 Meet and Confer was added to the agenda. Discussion was held and Mr. Carey had no updates. Mr. Carey will follow up on this.

13.3 Certified Letter to Parent on Bullying. Discussion was held and Mr. Carey will follow up with School Attorney.

### ADMINISTRATIVE REPORT/INFORMATION

Supt. Carey reported that the Notice of Resolution on the Consolidation Plan will be published in the paper. He also discussed the upcoming public meetings that will be hosted on Consolidation. We have had two showings of the old Junior High building in Eveleth with another one this week.

### COMMITTEE/JOINT BOARD REPORT

Director Sather gave an update on the Joint Powers Board meeting that was held on February 3, 2020. The High School Schematic was approved, update was given on Elementary Design, Out of State

**Regular Meeting Minutes**  
**February 10, 2020**

travel for Elementary teachers from both districts to Colorado was approved. TeamWorks International presented an update to the Joint Board. The Joint Representative Agreement and Work Authorization Forms were presented. The approved logging contractor for the new schools property is Mesabi Bituminous.

**BOARD MEMBER TOPICS**

Director Gentilini stated that he would like to see our school district utilizing our local business more. Example: IGA instead of SuperOne. We need to do what we can to make that happen.

Director Addy stated that the reveal of the school name, mascot, and colors at the January 23, 2020 hockey game was fun.

Director Sather stated that she was surprised at the cost of the gear for the reveal. She would like to see people buying gear locally and the PDF file for the school name, mascot, and colors is available for local businesses so they can get Rock Ridge apparel and other items printed.

Director Lautigar said she is waiting for Rock Ridge items to come out locally so she can support local businesses.

Director Sjoberg said that the mascot, school name, and colors has been well received. A lot of the credit goes to JoJo Scott, Activities Director for Eveleth-Gilbert, and Josh Lamppa, Athletic Director for Virginia, and he commended them both on the great job they did with this project. Director Sjoberg was thrilled to play a small part in this event.

Director Uhan stated that he has a son in the 8<sup>th</sup> grade and he is very excited for what's ahead.

**ADJOURNMENT**

Motion: Sather, Support: Lautigar, to adjourn the meeting at 7:29 p.m. Motion carried unanimously.

The next regular School Board Meeting is scheduled for February 24, 2020, at 6:00 p.m. in the Board Room.

There will be a Collaborative Boards Study Session on Thursday, February 13, 2020, at 5:00 p.m. at the Northeast Service Cooperative, 5525 Emerald Ave, Mt. Iron, MN.

The next regular meeting of the Joint Powers Board is scheduled for Monday, March 2, 2020, at 6:00 p.m. at the Northeast Service Cooperative, 5525 Emerald Ave, Mt. Iron, MN.

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Bill Addy, Chair

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Kelly Sather, Clerk

**Study Session Minutes**  
**February 10, 2020**

A Study Session of the Board of Education of I.S.D. #2154, Eveleth-Gilbert Public Schools, was held on Monday, February 10, 2020, at 4:30 p.m., in the Board Room. The meeting was called to order at 4:30 p.m.

Present: Directors Addy, Sjoberg, Sorcan, Lautigar, Sather, and Gentilini were present. Absent: Director Uhan was absent. Also present: Supt. Carey and Todd Griepentrog.

The Board reviewed Land Agreements with the City of Eveleth. David Salene, Consultant for the City of Eveleth, and Jackie Monahan-Judek, City of Eveleth, presented and discussed with the Board the following attachments:

- Memo from David Salene, Inc. regarding Eveleth-Gilbert and the Joint Powers Board of Eveleth Virginia School Districts Draft of the Revised Term Sheet for Review and Consideration.
- Agreement Regarding School District Property.
- Right of First Refusal.
- Utilities Agreement Regarding School District Properties.

Changes to these Land Agreements were discussed and updates will be made and presented again to the Board for their approval.

Supt. Carey presented the Board with the Commissioners Report on Consolidation and the timelines involved.

The meeting adjourned at 5:55 p.m.

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Bill Addy, Chair

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Kelly Sather, Clerk

**Collaborative Board Study Session Minutes**  
**February 13, 2020**

A Collaborative Board Study Session of the Board of Education of I.S.D. #2154, Eveleth-Gilbert Public Schools, and I.S.D. #706, Virginia Public Schools, was held on Thursday, February 13, 2020, at 5:00 p.m., at the Northeast Service Cooperative, in Mountain Iron, MN. The meeting was called to order by Virginia Chair, Greg Manninen at 5:00 p.m.

Eveleth-Gilbert School Board Members Present: Directors Addy, Lautigar, Sather, Sjoberg, Uhan, Sorcan. Absent: Director Gentilini. Virginia School Board Members Present: Directors Anderson, Tammaro, Baribeau, Sundquist, Manninen. Absent: Director Riordan. Also present: Superintendents Jeff Carey and Noel Schmidt.

The Boards held a discussion regarding a public vote on Consolidation. Each Board will publish notice of their approval of the plat in their official newspaper. This notice will be in the Friday, February 14, 2020 edition of the Mesabi Daily News and the Hometown Focus. Following publication of the notice, the School Boards then have 30 days in which they may call, by resolution, for an election. Both School Boards must call for an election in order to hold one on the matter. If one School Board calls for an election, but the other does not, the election will not move forward and the Consolidation will occur. Citizens have an opportunity at this stage to also request an election, within 30 days of the published notice if five percent of eligible voters in either district submit a petition to the Clerk of their respective district. If there is a valid petition, the Consolidation will not become effective until approval by a majority vote in that district. The other district then has the decision on whether to also call for an election, or not.

Supt. Schmidt informed the Boards of the public meetings that have been scheduled to discuss and solicit feedback from the community on Consolidation. The dates and locations are as follows:

- February 19, 2020 at 9:00 a.m. – Virginia Miners Memorial Building North Room
- February 19, 2020 at 2:00 p.m. – Gilbert School Media Center
- February 19, 2020 at 5:00 p.m. – Eveleth High School Auditorium
- February 20, 2020 at 9:00 a.m. – Gilbert Media Center
- February 20, 2020 at 12:00 p.m. – Eveleth High School Auditorium
- February 20, 2020 at 5:00 p.m. – Virginia Miners Memorial Building North Room

There was discussion regarding the definition of a valid petition and eligible voter. The School Attorney will be contacted to clarify the definitions.

Director Manninen made a motion to adjourn, seconded by Director Lautigar. The meeting adjourned at 6:12 p.m.

Eveleth-Gilbert's next Regular Board Meeting will be held on Monday, February 24, 2020, at 6:00 p.m. in the Board Room.

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Bill Addy, Chair

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Kelly Sather, Clerk

**Eveleth-Gilbert**  
Public School District

Wiirre, Debbie <dwiirre@egschools.org>

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## Fwd: 2 weeks notice

1 message

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**Griepentrog, Todd** <tgriepentrog@egschools.org>

Mon, Feb 10, 2020 at 10:32 AM

To: Debbie Wiirre <dwiirre@egschools.org>, "Carey, Jeff" <jcarey@egschools.org>

Resignation for lunch aide.  
Thanks, Todd

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

From: **Courtney Thelen** <courtneythelen2015@gmail.com>

Date: Mon, Feb 10, 2020 at 12:56 AM

Subject: 2 weeks notice

To: tgriepentrog@egschools.org <tgriepentrog@egschools.org>

Dear Mr. Griepentrog,

I would like to inform you of my intentions to resign from lunch aid. Effective two weeks from today, Wednesday February 5th, 2020.

I appreciate the opportunity you have given me during my time at the school. I also want to thank you and the staff for making me feel so welcome. I truly am saddened to not see them on a daily basis. You all will be missed.

I wish the best to you and the school!

Courtney Thelen

--

Todd Griepentrog  
Eveleth-Gilbert 5-8 Principal  
tgriepentrog@egschools.org  
218-744-7770

Consent Agenda F

PLC Coordinator

Elisa Boe

\$896

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 415

Orig. 1995

Revised: \_\_\_\_\_

Rev. 2015

## **415 MANDATED REPORTING OF MALTREATMENT OF VULNERABLE ADULTS**

*[Note: This policy reflects the mandatory law regarding reporting maltreatment of vulnerable adults and is not discretionary in nature.]*

### **I. PURPOSE**

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected maltreatment of vulnerable adults.

### **II. GENERAL STATEMENT OF POLICY**

- A. The policy of the school district is to fully comply with Minn. Stat. § 626.557 requiring school personnel to report suspected maltreatment of vulnerable adults.
- B. A violation of this policy occurs when any school personnel fails to report suspected maltreatment of vulnerable adults when the school personnel has reason to believe that a vulnerable adult is being or has been maltreated, or has knowledge that a vulnerable adult has sustained a physical injury which is not reasonably explained.

### **III. DEFINITIONS**

- A. “Mandated Reporters” means any school personnel who has reason to believe that a vulnerable adult is being or has been maltreated.
- B. “Maltreatment” means the neglect, abuse, or financial exploitation of a vulnerable adult.
- C. “Neglect” means the failure or omission by a caregiver to supply a vulnerable adult with care or services, including but not limited to, food, clothing, shelter, health care, or supervision which is: (1) reasonable and necessary to obtain or maintain the vulnerable adult’s physical or mental health or safety, considering the physical and mental capacity or dysfunction of the vulnerable adult; and (2) which is not the result of an accident or therapeutic conduct. Neglect also includes the absence or likelihood of absence of care or services, including but not limited to, food, clothing, shelter, health care, or supervision necessary to maintain the physical and mental health of the vulnerable adult which a reasonable person would deem essential to obtain or maintain the vulnerable adult’s health, safety, or comfort considering the physical or mental capacity or dysfunction of the vulnerable adult. Neglect does not include actions specifically excluded by Minn. Stat. § 626.5572, Subd. 17.

- D. “Abuse” means: (a) An act against a vulnerable adult that constitutes a violation of, an attempt to violate, or aiding and abetting a violation of: (1) assault in the first through fifth degrees as defined in sections 609.221 to 609.224; (2) the use of drugs to injure or facilitate crime as defined in section 609.235; (3) the solicitation, inducement, and promotion of prostitution as defined in section 609.322; and (4) criminal sexual conduct in the first through fifth degrees as defined in sections 609.342 to 609.3451. A violation includes any action that meets the elements of the crime, regardless of whether there is a criminal proceeding or conviction. (b) Conduct which is not an accident or therapeutic conduct as defined in this section, which produces or could reasonably be expected to produce physical pain or injury or emotional distress including, but not limited to, the following: (1) hitting, slapping, kicking, pinching, biting, or corporal punishment of a vulnerable adult; (2) use of repeated or malicious oral, written, or gestured language toward a vulnerable adult or the treatment of a vulnerable adult which would be considered by a reasonable person to be disparaging, derogatory, humiliating, harassing, or threatening; (3) use of any aversive or deprivation procedure, unreasonable confinement, or involuntary seclusion, including the forced separation of the vulnerable adult from other persons against the will of the vulnerable adult or the legal representative of the vulnerable adult; and (4) use of any aversive or deprivation procedures for persons with developmental disabilities or related conditions not authorized under section 245.825. (c) Any sexual contact or penetration as defined in section 609.341, between a facility staff person or a person providing services in the facility and a resident, patient, or client of that facility. (d) The act of forcing, compelling, coercing, or enticing a vulnerable adult against the vulnerable adult’s will to perform services for the advantage of another. Abuse does not include actions specifically excluded by Minn. Stat. § 626.5572, Subd. 2.
- E. “Financial Exploitation” means a breach of a fiduciary duty by an actor’s unauthorized expenditure of funds entrusted to the actor for the benefit of the vulnerable adult or by an actor’s failure to provide food, clothing, shelter, health care, therapeutic conduct or supervision, the failure of which results or is likely to result in detriment to the vulnerable adult. Financial exploitation also includes: the willful use, withholding or disposal of funds or property of a vulnerable adult; the obtaining of services for wrongful profit or advantage which results in detriment to the vulnerable adult; the acquisition of a vulnerable adult’s funds or property through undue influence, harassment, duress, deception or fraud; and the use of force, coercion, or enticement to cause a vulnerable adult to perform services against the vulnerable adult’s will for the profit or advantage of another.
- F. “Vulnerable Adult” means any person 18 years of age or older who: (1) is a resident or inpatient of a facility; (2) receives services required to be licensed under Minn. Stat. Ch. 245A, except as excluded under Minn. Stat. § 626.5572, Subd. 21(a)(2); (3) receives services from a licensed home care provider or person or organization that offers, provides, or arranges for personal care assistance services under the medical assistance program; or (4) regardless of residence or type of service received possesses a physical or mental infirmity or other physical,

mental, or emotional dysfunction that impairs the individual's ability to adequately provide the person's own care without assistance or supervision and, because of the dysfunction or infirmity and need for care or services, has an impaired ability to protect the individual's self from maltreatment.

- G. "Caregiver" means an individual or facility who has responsibility for the care of a vulnerable adult as a result of a family relationship, or who has assumed responsibility for all or a portion of the care of a vulnerable adult voluntarily, by contract, or by agreement.
- H. "School Personnel" means professional employees or their delegates of the school district engaged in providing health, educational, social, psychological, law enforcement, or other caretaking services of vulnerable adults.
- I. "Immediately" means as soon as possible, but no longer than 24 hours from the time initial knowledge that the incident occurred has been received.

#### **IV. REPORTING PROCEDURES**

- A. A mandated reporter as defined herein shall immediately report the suspected maltreatment to the common entry point responsible for receiving reports.
- B. Whenever a mandated reporter, as defined herein, knows or has reason to believe that an individual made an error in the provision of therapeutic conduct to a vulnerable adult which results in injury or harm, which reasonably requires the care of a physician, such information shall be reported immediately to the designated county agency. The mandated reporter also may report a belief that the error did not constitute neglect and why the error does not constitute neglect.
- C. The reporter shall to the extent possible identify the vulnerable adult, the caregiver, the nature and extent of the suspected maltreatment, any evidence of previous maltreatment, the name and address of the reporter, the time, date, and location of the incident, and any other information that the reporter believes might be helpful in investigating the suspected abuse or neglect. A mandated reporter may disclose *not public data* as defined under Minn. Stat. § 13.02 to the extent necessary to comply with the above reporting requirements.
- D. A person mandated to report suspected maltreatment of a vulnerable adult who negligently or intentionally fails to report is liable for damages caused by the failure. A negligent or intentional failure to report may result in discipline. A mandatory reporter who intentionally fails to make a report, who knowingly provides false or misleading information in reporting, or who intentionally fails to provide all the material circumstances surrounding the reported incident may be guilty of a misdemeanor.
- E. Retaliation against a person who makes a good faith report under Minnesota law and this policy, or against vulnerable adult who is named in a report is prohibited.

- F. Any person who intentionally makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury. The intentional making of a false report may result in discipline.

## V. INVESTIGATION

The responsibility for investigating reports of suspected maltreatment of a vulnerable adult rests with the entity designated by the county for receiving reports.

## VI. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall appear in school personnel handbooks where appropriate.
- B. The school district will develop a method of discussing this policy with employees where appropriate.
- C. This policy shall be reviewed at least annually for compliance with state law.

**Legal References:** Minn. Stat. § 13.02 (Collection, Security, and Dissemination of Records; Definitions)  
Minn. Stat. § 245.825 (Aversive and Deprivation Procedures; Licensed Facilities and Services)  
Minn. Stat. §§ 609.221-609.224 (Assault)  
Minn. Stat. § 609.234 (Crimes Against the Person)  
Minn. Stat. § 609.235 (Use of Drugs to Injure or Facilitate Crime)  
Minn. Stat. § 609.322 (Solicitation, Inducement, and Promotion of Prostitution; Sex Trafficking)  
Minn. Stat. § 609.341 (Definitions)  
Minn. Stat. §§ 609.342-609.3451 (Criminal Sexual Conduct)  
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)  
Minn. Stat. § 626.5572 (Definitions)  
*In re Kleven*, 736 N.W.2d 707 (Minn. App. 2007)

**Cross References:** MSBA/MASA Model Policy 103 (Complaints – Students, Employees, Parents, Other Persons)  
MSBA/MASA Model Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee, or Student)  
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)  
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)

RESOLUTION #703

The following resolution was offered by Director \_\_\_\_\_ and moved for adoption:

**RESOLUTION ACCEPTING MONETARY, PROPERTY, GOODS, OR SERVICES DONATION**

**WHEREAS** the Eveleth-Gilbert School District is generally authorized to accept donations of real or personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its students, and is specifically authorized to accept gifts and bequests for the benefit of the students in the School District; and

**WHEREAS** the following persons and entities have offered to contribute the gifts set forth below to the School District:

<u>Name of Donor</u>	<u>Gift</u>
Gilbert United Methodist Church	Hats and Mittens

**WHEREAS** no goods or services were provided in exchange for said donations and gifts in-kind;

**WHEREAS** all such donations and gifts in kind have been contributed to assist with delinquent lunch accounts;

**WHEREAS** the Eveleth-Gilbert School Board finds that it is appropriate to accept the donations and gifts in-kind offered;

**NOW, THEREFORE, BE IT RESOLVED BY THE EVELETH-GILBERT SCHOOL BOARD, AS FOLLOWS:**

The donations and gifts in-kind described above are accepted and shall be used for PreK-6 students.

# Eveleth-Gilbert Public Schools

## iPad Handbook 2019-2020

### Overview

The following requirements and guidelines apply to the iPad Implementation initiative.

### I. Student Responsibilities

- A. Students are expected to use the iPads appropriately for educational purposes.
- B. Students are expected to have their iPads in school each day with a fully-charged battery. A limited number of loaners may be available on a first-come, first-serve basis. Students may not use a loaner more than three times a semester. Forgetting an iPad or having a dead battery will not be accepted as a reason for failing to complete work or turn in assignments. Charging stations will be available in the media center for students who may need a recharge during the school day or for students who might not be bringing their iPad home. Repeated failure to bring the iPad to school or failing to charge the battery may result in the loss of home privileges for the student.
- C. Students are responsible for downloading any necessary documents, assignments, and/or materials from their teachers. If a family does not have wireless access at home, students must do this before school, during the school day, or after school.
- D. Students may load only those photos needed for classroom assignments on their District-owned iPad, and all content must comply with the Acceptable Use Policy. Students may not change the lock screen settings once their picture and name have been set. They may change their home screen photo.
- E. The use of music on the iPad during instructional time will be at the discretion of the classroom teacher. Music storage is limited to music stored for school project and assignment use. Personal music storage is prohibited.
- F. The presence of inappropriate music or photos, as determined by school officials, may result in the loss of the iPad and/or other disciplinary actions, outlined in the Student Handbook and District's Acceptable Use Policy.
- G. Students may not install software, download apps, or attempt to reconfigure the software of the iPad in a manner that does not comply with the Technology Resource Acceptable Use Policy (524). If non-conforming apps or software are

discovered on District-owned iPads, the iPads will be restored to the school set of software, and disciplinary action may be enacted. Tech staff are not responsible for saving, restoring or backing up documents, music, or photos that students may be storing on the iPads.

H. Students are encouraged to store documents, worksheets, notes, and other files on their iPad, but they must be responsible for backing up or saving all work to other media. Students must either email documents to themselves as a backup, or they may use a cloud-based storage account such as Google Drive. Loss of data is not the responsibility of the district and is not a valid excuse for not turning in work.

I. Students attempting to hack or jailbreak the iPad will be subject to disciplinary action.

J. Students will not be allowed to personalize the case provided by the school.

K. If students choose to set a passcode for their iPad, they are required to inform district technology staff any time they set or change it.

L. Wireless printing will not be available from the iPads. Eveleth-Gilbert is promoting a paperless environment. Students are encouraged to use email, Google Drive, and Schoology for digitally submitting assignments.

M. Students are expected to follow the District's Technology Resource Acceptable Use Policy and iPad Handbook signed by parents/guardians and students at the beginning of each school year.

N. Students are expected to notify district technology staff of any damage, loss, or theft within 24 hours.

O. Students are strictly prohibited from:

1. Any action that violates existing school board action or public law.
2. Sending, accessing, uploading, downloading, or distribution of offensive, profane, threatening, pornographic, obscene, or sexually explicit materials.
3. Cyberbullying.
4. Changing of the iPad settings. Exceptions include personal settings such as font size, brightness, etc.
5. Bypassing the Eveleth-Gilbert Student web filter through a web proxy.
6. Use of anonymous and/or false communications using any social media or messaging app.
7. Giving out personal information over the Internet. This includes but is not limited to setting up personal accounts such as chat rooms, email, eBay, etc.

8. Gaining access to other students personal accounts, files, and/or data.
9. Use of external devices or attachments without prior approval from administration. Headphones and wireless keyboards are acceptable.
10. Taking photos or video of anyone without their permission.

## **II. Parent Expectations**

- A. The District asks for the parents' support in communicating with their children about the standards of appropriate content and helping to monitor the use of the iPad at home.
- B. Parents are responsible for reading and signing off they agree to the terms in the iPad Handbook and District's Technology Resource Acceptable Use Policy at the beginning of each school year.
- C. If necessary, parents are expected to assist their child in filling out any forms needed to report theft or damage within 24 hours of the damage occurring.
- D. Parents are encouraged to become familiar with the iPad and help ensure the use of the technology to track their child's progress. The iPad allows parents and students to view teachers' assignment calendars, track homework, and monitor progress toward coursework completion.
- E. Parents should help to ensure that only the student and parents use the school-assigned iPad.

## **III. Terms of the iPad Loan**

- A. Legal ownership of the iPad remains with the District. The use of the iPad is a privilege extended to students and is conditioned upon compliance with the requirements of this handbook, the District's Acceptable Use Policy, and all other District policies.
- B. Student iPads and accessories will be checked in at the end of each school year at a date and time determined by the Administration. Students who graduate early, transfer, withdraw, or are suspended or expelled will return the iPad and accessories at the time of withdrawal. Students returning to school the following year will be issued the same iPad that was previously assigned to them.
- C. The District reserves the right to repossess the iPad and accessories at any time if the student does not fully comply with the terms of this Handbook. The District may also choose to limit and/or withdraw home use privileges for failure to comply.

D. Failure to return the property in a timely fashion may result in the involvement of law enforcement.

E. Software and apps will be managed by the District due to the need to comply with licensing agreements.

F. The iPads will be subject to routine and frequent monitoring by teachers, administrators, and/or technology staff. Users have no expectation of privacy when using District-owned equipment or technology systems. Any Eveleth-Gilbert Staff Member may request that a student turn in the iPad to them for monitoring at any time.

G. If technical difficulties arise with an iPad, or non-conforming content is discovered, the iPad will be restored by technology staff. If technology staff need to restore an iPad, the District is not responsible for the loss of any content put on the iPad by the student.

H. Each iPad has identifying labels, which must not be removed or altered in any fashion. Students may not permanently mark the iPad itself, the case, or charging equipment in any fashion.

I. The use of the iPads during instructional times is governed by classroom teachers. Failure to follow the instructions of the teacher may result in disciplinary action.

J. Consequences of failure to comply with this handbook or other District Technology Policies (Technology Resource Acceptable Use):

First Offense: Student loses iPad privileges for 24 hours and/or detention assigned. The iPad must be left at school for this time period.

Second Offense: Student will check in and check out their iPad from the Media Center or Technology Staff daily for three weeks. They will not be allowed to bring the iPad home during that time. The student is still responsible for completing all course requirements on time. Failure to follow this procedure will result in extension of consequences.

Third Offense: Three weeks of iPad privilege suspension. The student is still responsible for completing all course requirements on time. A meeting may be scheduled with the parents/guardians, the student, the principal, and the teacher(s) if necessary.

Fourth Offense: The student's iPad privileges will be revoked for the remainder of the school year. The iPad and all

equipment will be turned in. The student is still responsible for completing all course requirements on time.

#### **IV. General Care Instructions**

A. iPad screens should only be cleaned with a soft, dry, clean cloth. Chemical cleaners or liquids, including water, should not be used on the iPads.

B. Charging cables/cords should be inserted and removed carefully to prevent damage. This should be done on both ends of the cable by grasping the plugs rather than the cord. The charging cord should be plugged into the wall outlet before connecting the iPad. When disconnecting, remove the cable from the iPad before pulling the cord from the wall outlet.

C. iPads must be kept in the district provided protective cases at all times.

D. Students should never put weight on the iPads, stack items on top of them or wedge them tightly into a backpack or case. The iPad cases should not be used as a folder to carry other items including any sharp or pointed items such as pens or pencils.

E. Liquids, food and other debris can damage iPads. iPads should be closed in cases and away from food and liquids when students are eating. iPads are not allowed in the cafeteria, gym, or fitness center (unless directed otherwise by school staff).

F. iPads should not be exposed to temperature extremes. Students should not leave the iPad in any location where the temperature falls below freezing or exceeds 95 degrees. If the iPad is cold, it should be allowed to warm up to room temperature before use. An iPad exposed to direct sunlight or high temperatures may overheat during use and must be allowed to cool down before subsequent use. Do not use any heat or cold source to adjust iPad temperature.

G. Battery life is shortened by using Wi-Fi, bluetooth, a high screen brightness, and video. Students should learn to manage these settings and apps to improve battery performance.

H. Students are not to alter the appearance of the iPad or case. They must remain free of any writing, stickers, or labels that are not the property of the Eveleth-Gilbert School District and were not assigned by technology staff.

#### **V. Security and Theft Prevention**

A. The iPad may ONLY be used by the student to whom it was assigned or by the parents/guardians of the student. The student may not loan it to another student.

B. The student is responsible for the security of the iPad at all times. The iPad should never be left unsecured. When not with the student, the iPads should be secured or stored in a locked location out of view. During after-school activities and/or away events, students are still responsible for securing the iPad in a locked location.

C. Students should keep personal information about themselves and others off the iPad. Password security for network systems should be maintained. It is the responsibility of the student to keep his or her information secure.

## **VI. Damage, Theft, Repair**

A. Damage or hardware issues must be reported within 24 hours to Technology Staff. For cases of hardware failure or accidental damage, a loaner will be provided for the student throughout the repair/replacement process. There may be a delay if there are no loaners available.

B. Students/parents are responsible for the full cost of any willful, negligent, or intentional damage to the iPad. Failure to pay for willful, negligent, or intentional damage may result in legal consequences.

C. Theft must be reported within 24 hours to the appropriate school personnel. Students/parents will be required to fill out a theft report through the local police department.

D. The iPads contain software that can be activated to track and recover missing iPads. The District will coordinate with law enforcement to track missing or lost iPads.

### **E. Damage/Replacement Fees for 2019-2020**

1. Digitizer Replacement (Glass, touch sensor, home button) \$89
2. LCD Display Replacement \$99
3. iPad Frame Repair \$30
4. Damaged Case \$50
5. Lost/Damaged Charging Cable \$10
6. Lost/Damaged AC Adapter \$5
7. Complete iPad Replacement \$330