ROCK RIDGE PUBLIC SCHOOLS
1405 PROGRESS PARKWAY
VIRGINIA MN 55792

Regular Meeting

Monday, September 14, 2026 at 6:00 PM

Rock Ridge Administration Building, 1405 Wolverine Way, Virginia, MN 55792

AGENDA

1. Call to order.
2. Approval of agenda.
3. Recognition of visitors and visitor input.
4. Demolition Update.
    1. Update on James Madison abatement and demolition. 5
5. Consent Agenda:
    1. Approval of August 24, 2026 regular meeting minutes. 18
    2. Approval of August 31, 2026 special meeting minutes. 21
    3. Approval of hire of Lacey Nelson for the High School Special Education Teacher (LLC) position with a salary of $54,983.43 (prorated) (Step D - BA) effective August 25, 2026.
    4. Approval of hire of Beth Carlson-Spelts for the Early Childhood Threes Teacher (LES) position with a salary of $12,023.25 (prorated) (Step F - MA) effective August 26, 2026.
    5. Approval of hire of Hayley Halls for the Elementary Music Teacher (NSE/PES) position with a salary of $51,266.25 (prorated) (Step C - BA) effective August 31, 2026. 22
    6. Approval of hire of Cody Isaacson for the Custodian/GM/Grounds/Driver position at a rate of $25.75/hour effective August 31, 2026.
    7. Approval of hire of Allison Polacec for the Paraprofessional (LLC) position at a rate of $20.72/hour effective August 31, 2026.

8. Approval of hire of Sheila Anderson for the Paraprofessional (LLC) position at a rate of $20.72/hour effective August 31, 2026.

9. Approval of hire of Petra Benz for the Paraprofessional (LLC) position at a rate of $20.72/hour effective August 31, 2026.

10. Approval of hire of Amelia Hillman for the Before/After School Care Staff at a rate of $15.00/hour effective August 31, 2026.

11. Approval of hire of BreeAnna Scinto for the Paraprofessional (LLC) position at a rate of $20.72/hour effective September 2, 2026.

12. Approval of hire of John Stanaway for the Community Education Strength Coach Substitute position at a rate of $20.00/hour effective September 8, 2026.

13. Approval of hire of Ayla Lokken for the Paraprofessional (PES) position at a rate of $19.97/hour effective September 8, 2026.

14. Approval of hire of Cassondra Weber for the Paraprofessional (PES) position at a rate of $19.97/hour effective September 8, 2026.

15. Approval of hire of Jake Moller for the Paraprofessional (LLC) position at a rate of $20.72/hour effective September 9, 2026.

16. Approval of hire of Bradley DuChene for the Custodian/GM/Grounds/Driver position at a rate of $25.75/hour effective September 10, 2026.

17. Approval of hire of Maegan DuChene for the Paraprofessional (LLC) position at a rate of $20.72/hour effective September 14, 2026.

18. Approval of hire of Melissa Sandstrom for the Paraprofessional (NSE) position at a rate of $19.97/hour effective September 14, 2026.

19. Approval of hire of Darlene Johnson for the Indigenous Education Elementary Advisor (NSE) position at a rate of $19.97/hour effective September 15, 2026.

20. Approval of hire of Hayden Niles for the Lunch/Recess Aide (NSE) position at a rate of $14.00/hour effective September 21, 2026.

21. Approval of hire of Sarah Knudson for the Early Childhood Parent 24
Educator (PES) position with a salary of $6,751.69 (prorated) (Step C - MA) effective September 22, 2026.

22. Approval of hire of Randali Watson for the additional Junior High Volleyball Coach position with a stipend of $1,600 for the 2026-2027 school year.

23. Approval of hire of Gina Altobelli for the additional Junior High Volleyball Coach position with a stipend of $1,600 for the 2026-2027 school year.

24. Approval of hire of Lexis Trygg for the additional Junior High Volleyball Coach position with a stipend of $1,600 for the 2026-2027 school year.

25. Approval of transfer of Karilynn Niska from Paraprofessional/Driver to the Media Aide (PES) position at a rate of $22.00/hour effective September 23, 2026.

26. Approval of transfer of Justine Schunk from Paraprofessional to the Paraprofessional/Secretary (NSE) position at a rate of $19.97/hour (Para) and $24.87/hour (Secretary) effective August 31, 2026.

27. Approval of transfer of Sophia Kranz from Summer Day Camp Staff to Before/After School Care Staff at a rate of $15.00/hour effective August 26, 2026.

28. Approval of transfer of Paraprofessional Nichole Malich to the Life & Learning Center at a rate of $20.72/hour effective September 1, 2026.

29. Approval of transfer of Cindy Kujala from Paraprofessional to the Media Aide (NSE) position at a rate of $22.00/hour effective September 14, 2026.

30. Approval of transfer of John Westby from Junior High Football volunteer to C

Team Football Coach with a stipend of $3,782 for the 2026-2027 school year.

31. Approval of transfer of Patrick Murphy from C Team Football Coach to Varsity Assistant Football Coach with a stipend of $4,791 for the 2026-2027 school year.

32. Approval of additional duty of Community Education Strength Coach for Sean Streier at a rate of $20.00/hour effective September 8, 2026.

33. Approval of additional duty of Morning Bus Monitor (PES) for Panella Rewertz, Paraprofessional, at a rate of $19.97/hour effective August 31, 2026.

34. Approval of additional duties for the following Parkview Elementary staff for the 2026-2027 school year: (PreK Lunch Monitor, $3,026) Laura Bakhtiari; (Morning Playground Supervision, $3,026 each) Crystal Scuffy, Deron Davidson; (Morning Bus Duty, $3,026 each) Laura Bakhtiari, Hannah Davidson-Teff; (I Love To Read Month Coordinator, $505) Hannah Davidson-Teff; (Kindergarten Lunch Monitor, $3,026) Hannah Davidson-Teff; (First Grade Lunch Monitor, $3,026 each) Deron Davidson, Anita Tyminski; (Second Grade Lunch Monitor, $3,026) Crystal Scuffy; (Morning Cafeteria Duty, $3,026) Aubree Schiller; (Yearbook Advisor, $1,765) Darren Kramer.

35. Approval of additional duties for the following North Star Elementary staff for the 2026-2027 school year: (Leader In Me Coordinator, $1,000) Amanda Morley; (Morning Breakfast Duty, $3,026 each) Sarah Thyen, Stacy Aune; (Wolverine Buddies/WEB Leader, $2,018 each) Kate Ludwig, Amanda Morley; (Yearbook Advisor, $1,765) Drew Aho; (Crossing Guard Supervisor, $1,968) Sarah Thyen; (Morning Playground Supervision, $3,026 each) Byron Negen, Amanda Morley; (Leader In Me: Lighthouse Team, unpaid position) Kate Ludwig.

36. Approval of volunteer coaches for the 2026-2027 school year: Cally Anderson (Dance), Samantha Roarty (Volleyball), Joseph Roarty (Volleyball), Chad Hazelton (Volleyball), Nicholas Bakhtiari (Football).

37. Correction to contract for Nathan Mitchell, 1.0 FTE Band Teacher, from $64,493 (Step D MA) to $76,952 (Step 6 - MA) effective August 24, 2026.

38. Approval of unpaid leave of absence for Elementary Teacher Annie Nichols effective November 14 - December 23, 2026.

39. Approval of lane change for Misty Elliott from Step J - BA+10 to Step 8 - BA+20 effective September 2, 2026.

40. Approval of lane change for Amber Lind from Step B - BA to Step 2 - BA+10 effective August 25, 2026.

41. Acceptance of resignation of Isabella Konecny from the Paraprofessional position effective August 24, 2026.

42. Acceptance of resignation of Wendy Dodge from the Paraprofessional position effective August 25, 2026.

43. Acceptance of resignation of Mike Lund from the Paraprofessional position effective August 28, 2026.

44. Acceptance of resignation of Dezirae Drumm from the Paraprofessional position effective August 28, 2026.

45. Acceptance of resignation of William Beggiani from the Assistant Varsity Football Coach position effective August 31, 2026.

46. Removal of William Hazelton as a signer from the Rock Ridge High School Activity Fund at Miners Bank.

47. Acceptance and appreciation of a donation of snacks from Peace United Methodist Church for Laurentian Elementary students.

48. Acceptance and appreciation of a donation of school supplies for the students of

Laurentian Elementary from First National Bank of Gilbert.

49. Acceptance and appreciation of a donation of school supplies from members of USW Local 1938 to Parkview and North Star Elementary.

6. Reports:
    1. School to Work/Fundraising/Career Academies update.
    2. Consider approval of the School to Work, Fundraising and Grants and Community Education Director work agreement for Willie Spelts effective July 1, 2026 through June 30, 2029. 25
    3. Consider approval of Scott Manni, Joshua Lamppa, and Willie Spelts as signers to the Rock Ridge High School Activity Fund at Miners Bank.
    4. Laurentian Elementary Principal's Report.
    5. Superintendent.
        1. Mining Revenue and Regional Education. 26
    6. Treasurer's Report. 27
7. Administration Items:
    1. Consider pay for Playground Supervisors.
    2. Consider approval of 3D Virtual Space Hosting agreement with John Saaristo dba Fulcrum Visions in the amount of $1,584/year. 33
    3. Consider approval of the Client Consulting Services Agreement between Nova Education Consultants and ISD 2909. 36
    4. Consider approval of the Dean of Students - TOSA (Life & Learning Center) job description. 47
    5. Consider approval of the Special Education Coordinator - TOSA job description. 49
    6. Consider approval of Memorandum of Understanding regarding Teacher Preparation Time at the Rock Ridge Life & Learning Center. 55
    7. Consider approval of the Income Contract for PSEO between Minnesota North College and ISD 2909 for the 2026-2027 school year. 57
    8. Consider approval of Contract for Vended Meals for 2026-2027 between AEOA/ Arrowhead Head Start and ISD 2909. 62
8. Meeting Announcements:
    1. The next regular meeting will be Monday, September 28, 2026 at 6:00 PM at the Rock Ridge Administration Building, 1405 Wolverine Way, Virginia.
9. Adjournment.

James Madison School Campus Abatement & Demolition Update

September 14, 2026

Agenda

1. **James Madison Building Abatement and Demolition**
   - A. Project Details
   - B. Milestone Schedule
   - C. Master Budget
   - D. Questions

Project Details

Phase 1: Hazardous Assessment – COMPLETE

- Exploration by Sertich Environmental to collect samples for evaluation
- Assembled a report of test results indicating items positive for Asbestos Containing Materials (ACMs)

Phase 2: Clear Building of Household/School Materials – IN PROGRESS

Phase 3: Abatement – IN PROGRESS

Phase 4: Utility Disconnects – IN PROGRESS

Phase 5: Demolition – IN PROGRESS

Phase 6: Site Work and Seeding – SCHEDULED

Project Details

Phase 2: Clear Building of Household/School Materials – IN PROGRESS

- Removal of liquids (oils and fluids, soaps, etc.), aerosol cans, and household items (blinds, furnishings not build-in, shelving, desks, hoses, etc.)
- 1st and 2nd floor is COMPLETE, Basement is IN PROGRESS

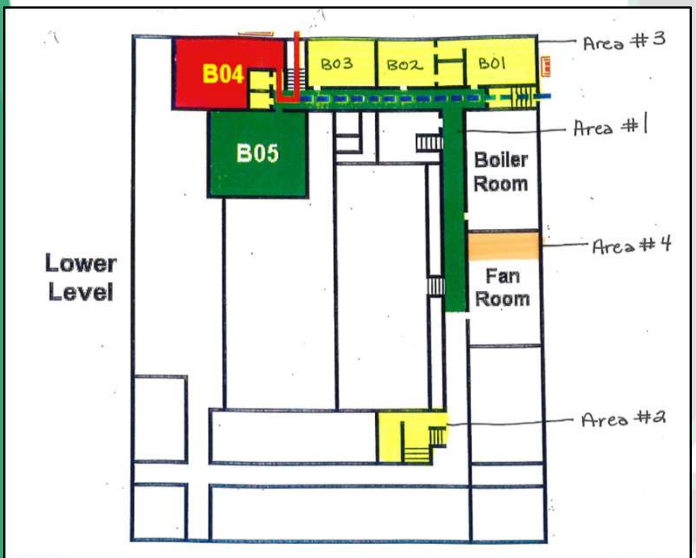
Phase 3: Abatement – IN PROGRESS

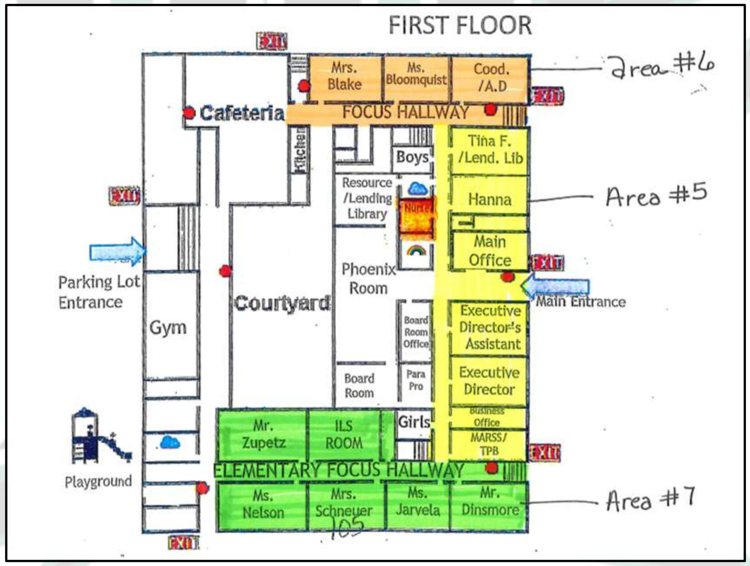
- Selective demolition needed to access items that were identified as Asbestos Containing
- Setting up containment for areas needing abatement
- Abatement/removal of asbestos containing items
- Safety: 0 lost time incidents, 0 OSHA violations, and wearing all proper PPE
- Air Monitoring during abatement
- Removal of Hazardous Materials (hazardous wastes – coolants/refrigerants, Mercury containing items – thermostats, fluorescent light tubes, smoke detector batteries, Oils and fluids, Lead containing items, etc.)
- Complete by end of October 2026

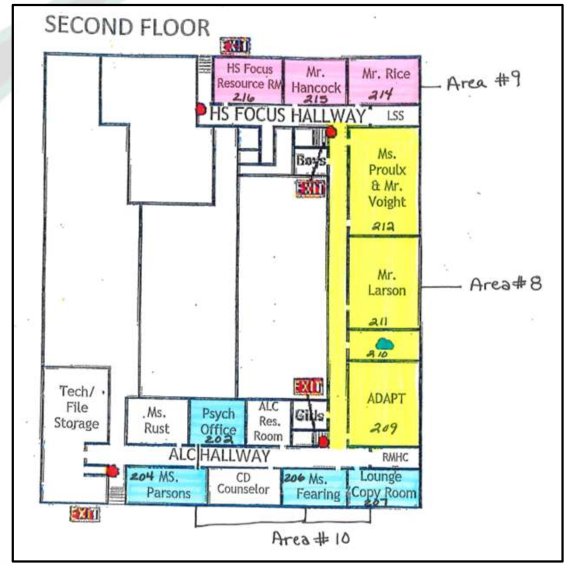
Project Details

Phase 3: Abatement – IN PROGRESS

- Areas highlighted require some kind of abatement (flooring, ceiling pucks, etc.)
- Started work on 2nd Floor, then 1st Floor, and will finish with the basement/lower level







Project Details

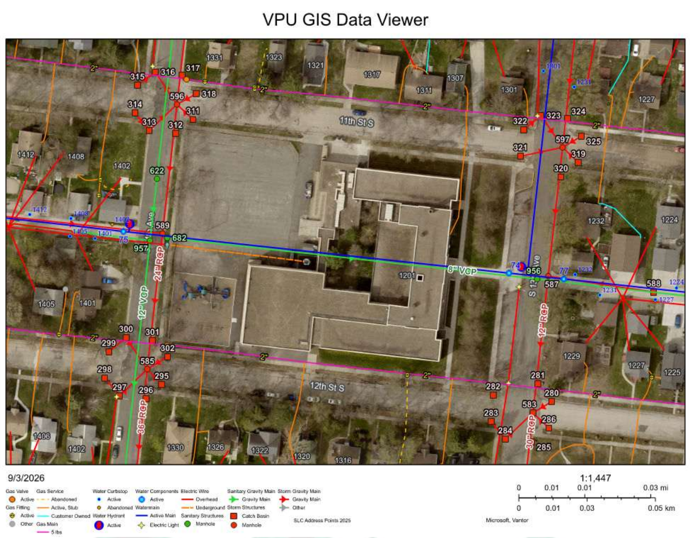
Phase 3: Abatement – IN PROGRESS

- Selective Demolition of ceilings and walls to access the ACM adhesive pucks in the ceiling.

Project Details

Phase 4: Utility Disconnects – IN PROGRESS

- Coordination of fire alarm, sprinkler, elevator, etc. within the building as each is no longer needed
- Early coordination for disconnecting all utilities to the site, disconnected at the back of the City sidewalk
- Power, Gas, Water, Sewer, Sanitary, Phone, Fiber
- All complete before November 2026



Phase 5: Demolition – IN PROGRESS

- Full demolition of the building including building structure and foundations
- November 2026 – January 2027

Phase 6: Site Work/Seeding – SCHEDULED

- Removal of pavement, private sidewalks and curbs, etc.
- Final grading and seeding
- Spring 2027

Milestone Schedule

Description	Anticipated Date
~~Approval to solicit for public competitive bids~~	~~June 8, 2026~~
~~Final Hazardous Materials Report~~	~~June 26, 2026~~
~~Bid Documents Released~~	~~June 30, 2026~~
~~Bids Due~~	~~July 16, 2026~~
~~Bid Verification~~	~~August 6, 2026~~
~~School Board Meeting – Approval of Bids~~	~~August 10, 2026~~
Hazardous Materials Abatement Begin	~~September 01, 2026~~ **August 25, 2026**
MPCA Site Visit to Review Abatement Completion	**Approx. October 28, 2026**
Demolition Begin	**November 02, 2026**
Final Completion (Final Grade, Topsoil, & Seed)	**June 2027**

Master Budget:

Project Funding (Budget)

Section 01: Project Funding	Amount ($)	Notes
01: FUNDING SOURCES		
01-1: Funding		
01-1A: Funds Required from RRPS to Complete Project	$ 2,000,000	
Total Project Funding	**$ 2,000,000**	

Master Budget:

Direct (Hard) Project Costs

Section 02: Project Costs	Amount ($)	Notes
02A: DIRECT (HARD) PROJECT COSTS		
02A-1: Construction Costs Budget		
02A-1A: Construction Contracts (Held by District) - Base Bid	$ 931,240	WS 02A Demolition & WS 02B Abatement
02A-1C: KA General Conditions	$ 59,176	Included per Primary Contract
02A-1D: Construction Contingency	$ 60,000	Included 3% of Project Funding (Consistent w/ Past Projects)
Subtotal Construction Costs Budget	**$ 1,050,416**	**This Work Managed By Kraus-Anderson®**

Master Budget:

Indirect (Soft) Project Costs

02B: INDIRECT (SOFT) PROJECT COSTS		
02B-1: Construction Management (C.M.) Costs Budget		
02B-1A.1: CM Site Services - Preconstruction	$ -	No Precon Costs for this project
02B-1A.2: CM Site Services	$ 287,707	Reduced site services to offset for additional preconstruction costs incurred.
02B-1B: CM Reimbursables	$ 58,691	Included per Primary Contract
02B-1C: CM Fee - Construction (2% of Hard costs + Site Services + Reimbursables)	$ 27,936	2% (Hard Costs + Site Services + Reimbursables) per current contract
Subtotal Construction Manager Costs	$ 374,334	
02B-2: Owner Costs Budget		
02B-2G.1: Construction Testing & Special Inspections	$ 4,821	Backfill Compaction Testing (NTS)
02B-2R: Hazardous Materials Consulting Firm	$ 14,100	Sertich - Updated 9/9/2026 to actual cost. (Previously budgeted $15,000)
02B-2S: Hazardous Materials Air Monitoring	$ 89,912	Braun - Air Monitoring, Observations, & All-Clear Letter
Subtotal "Indirect" Owner Costs Budget	**$ 483,168**	**This Work Managed by RRPS**

Note: Sertich costs updated, and under original budget.

Master Budget:

Project Costs Summary

Section 03: Summary	Amount ($)	Notes
03: PROJECT TOTALS		
Estimated Total Project Costs	$ 1,533,584	
Total Project Budget	$ 2,000,000	
Budget Alignment	-$466,416	<-- RED Indicates "Over-Budget" Alignment <-- GREEN Indicates "Under-Budget" Alignment

UNDER BUDGET!!

Updated Total Project Costs:
$1,534,484

Questions?

Thank you!

OFFICE OF THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 2909
MONDAY, AUGUST 24, 2026, 6:00 P.M.
ROCK RIDGE ADMINISTRATION BUILDING, 1405 WOLVERINE WAY, VIRGINIA, MN 55792
MINUTES OF THE REGULAR SCHOOL BOARD MEETING

Members Present:
Jennifer Bonner
Nicole Culbert-Dahl
Brandi Lautigar
Tim Riordan
John Uhan
Jodi Westby
Lisa Westby

Other Staff Present:
Dr. Noel Schmidt, Superintendent

Members Absent:
None

I. Chair UHAN called the Regular Meeting to order at 6:00 P.M.

II. **APPROVE AGENDA:**
   A. RIORDAN added *5.4.1* under Reports – *Superintendent Evaluation Summary.*
   B. Motion to **approve the agenda as amended** made by RIORDAN, seconded by J. WESTBY. Motion passed unanimously.

III. **RECOGNITION OF VISITORS AND VISITOR INPUT:** Stephanine Aagenes, Special Education Director – shared information about the upcoming Grand Opening of the Rock Ridge Life & Learning Center. Everyone is invited and welcome to come and tour the remodel of the 1404 Building. Open House is 4:30-6:30 PM on August 27.

IV. **CONSENT AGENDA**:
   A. UHAN amended Item *4.14* changing the start date for Candy Ofstad as the Activities/Community Education secretary from August 31 to August 25, 2026.
   B. Motion to **approve the Consent Agenda as amended** made by RIORDAN, seconded by BONNER.
      1. Discussion on *4.14. Approval of transfer of Candy Ofstad from Media Aide to the Activities Director/Community Education Secretary position at a rate of $24.87/hour effective August 25, 2026.*
      2. Discussion on *4.21. Acceptance of resignation of Chad Hazelton from the Community Education Director position effective August 27, 2026.* The Personnel Committee will meet to discuss what the Community Education Director role and duties will look like going forward before interviewing any candidates for the position.
      3. Motion passed unanimously.
         a. Approval of August 10, 2026 regular meeting minutes.
         b. Approval of hire of Sean Paine for the Custodian/GM/Grounds/Driver position at a rate of $25.75/hour effective August 19, 2026.
         c. Approval of hire of Nathan Mitchell for the High School Band Teacher position with a salary of $64,493 (Step D MA) effective August 24, 2026.
         d. Approval of hire of Katina Tews for the Paraprofessional (PES) position at a rate of $19.97/hour effective August 31, 2026.
         e. Approval of hire of Sheila Anderson for the Paraprofessional (LLC) position at a rate of $19.97/hour effective August 31, 2026.
         f. Approval of hire of Sophia Poderzay for the Paraprofessional (PES) position at a rate of $19.97/hour effective August 31, 2026.
         g. Approval of hire of Holland Markasich for the Paraprofessional (PES) position at a rate of $19.97/hour effective August 31, 2026.
         h. Approval of hire of Allison Polacec for the Paraprofessional (LLC) position at a rate of $19.97/hour effective August 31, 2026.

i. Approval of hire of Holland Markasich for the Junior High Girls Swimming Coach position with a stipend of $3,278 for the 2026-2027 school year.
j. Approval of additional duty of Extra-Curricular Paraprofessional (football) position for Julie Syversrudat at a rate of $19.97/hour effective August 24, 2026.
k. Approval of transfer of Marissa Mast from Paraprofessional to the Student Support Staff (NSE) position at a rate of $19.97/hour effective August 26, 2026.
l. Approval of transfer of Bridget LaCoursiere from Paraprofessional to the Media Aide (LES) position at a rate of $22.00/hour effective August 31, 2026.
m. Approval of transfer of Lindsay Blackwood from Paraprofessional to the Student Support Staff (LES) position at a rate of $19.97/hour effective August 31, 2026.
n. Approval of transfer of Candy Ofstad from Media Aide to the Activities Director/Community Education Secretary position at a rate of $24.87/hour effective August 25, 2026.
o. Approval of additional duties for the following staff for the 2026-2027 school year: (Before School Supervisor, $3,026 each) Robert Hinrichs, Jessica Johnson, Melissa Lautigar, Elizabeth Niemi, Heather Gulbranson; (Noon Supervision, $3,026 each) Robert Hinrichs. Cody Baker; (Cafeteria Supervision, $3,026 each) Heather Gulbranson, Becki Carey; (After School Supervision, $3,026) Shelley Schriber; (Student Council Elementary, $1,513) Stace Landwer; (Yearbook Advisor Elementary, $1,765) Stace Landwer; (Knowledge Bowl Elementary, $1,261) Stace Landwer; (I Love To Read Coordinator, $505) Bridget LaCoursiere.
p. Approval of volunteer coaches for the 2026-2027 school year: John Westby (C-Team Football), Andrew Peterson (Tennis).
q. Approval of resignation of Sarah Randall from the Paraprofessional position effective August 11, 2026.
r. Acceptance of resignation of Cody Lupich from the Paraprofessional position effective August 12, 2026.
s. Acceptance of resignation of Breanna Bridgewater from the Wolverine Care After School Staff position effective August 14, 2026.
t. Acceptance of resignation of Nancy Reed from the Playground Aide position effective August 18, 2026.
u. Acceptance of resignation of Chad Hazelton from the Community Education Director position effective August 27, 2026.
v. Approval of lane change for August Galloway from BA+30/MA to Step J MA+10 effective August 18, 2026.
w. Approval of overnight/out-of-state athletic trips for Fall 2026.
x. Acceptance and appreciation of a donation of school supplies from Sundell Eye Associates to Parkview Elementary.

V. **REPORTS:**

A. Junior High Volleyball coaching staff update: Motion to **hire two additional junior high volleyball coaches to accommodate the number of participants this school year**. The cost of the two coaches would be equivalent to the athletic fees taken in by these participants.
B. An update was given by teachers and principals who have been participating in the elementary student behavior committee for the past two years and discussed the new "Reset & Return Room" available in each elementary school this upcoming year. This room will be a resource where students will be given guidance to reset and return to the classroom. They will also be educated on positive ways and skills that will help them in the future in handling difficult situations.
C. Tim Riordan discussed the idea of using one of our school billboards to display an informational "advertisement" for the Permanent School Trust Fund that will be on the November ballot. The billboard will be paid for by MSBA and RAMS.
    1. Motion to **approve the new billboard** made by Lautigar, seconded by J. Westby. Motion passed unanimously.

D. Supt. Schmidt provided a recap of events last spring regarding legal changes made by TRA and how it affected the current superintendent contract. He also stated that he has been told that the roundabout will be open for the first day of school. Third, the first teacher in-service day was successful, and finally, the newly hired principal of North Star Elementary, Dan Merfeld, was introduced.
E. Chair UHAN read the Executive Summary of the Superintendent Evaluation. Motion to **adopt the Executive Summary** made by RIORDAN, seconded by UHAN. Motion passed unanimously.
F. Motion to **approve the payment of the bills** made by CULBERT-DAHL, seconded by L. WESTBY. Motion approved unanimously.

VI. **ADMINISTRATION ITEMS:**
A. Motion to **approve the donation request from the Virginia Area Historical Society for the cornerstone of the former James Madison School** made by CULBERT-DAHL, seconded by L. WESTBY. Motion passed unanimously.
B. Motion to **approve the 2026-2027 Elementary Student Handbook** made by BONNER, seconded by LAUTIGAR. Motion passed unanimously.
C. Motion to **approve the Concurrent Enrollment Contract between Lake Superior College and ISD 2909 effective for the 2026-2027 school year** made by L. WESTBY, seconded by LAUTIGAR. Motion passed unanimously.
D. Motion to **approve the Addendum A Terms of Teleservices Assignment from Soliant Health, LLC in regards to Contracted Telepractitioner services for the 2026-2027 school year** made by RIORDAN, seconded by BONNER. Motion passed unanimously.

VII. **TEACHER STAFFING.** Discussion was had regarding class sizes in the elementary schools. With higher student numbers in the 5th grade at Laurentian Elementary, motion to **add one elementary teacher at Laurentian** was made by CULBERT-DAHL, seconded by LAUTIGAR. Motion failed 3-4 with RIORDAN, BONNER, J. WESTBY, AND L. WESTBY voting NO.

VIII. **MEETING ANNOUNCEMENTS** were made.

IX. **ADJOURNMENT:** Meeting adjourned at 7:09 P.M.

______________________________ ______________________________

CHAIR CLERK

OFFICE OF THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 2909
MONDAY, AUGUST 31, 2026, 5:00 P.M.
ROCK RIDGE ADMINISTRATION BUILDING, 1405 WOLVERINE WAY, VIRGINIA, MN 55792
MINUTES OF THE SPECIAL SCHOOL BOARD MEETING

Members Present:
Jennifer Bonner
Nicole Culbert-Dahl
Brandi Lautigar
John Uhan
Lisa Westby
Jodi Westby

Other Staff Present:
Dr. Noel Schmidt, Superintendent

Members Absent:
Tim Riordan

I. Chair UHAN called the special meeting to order at 5:00 P.M.

II. Motion to **approve the Collective Bargaining Agreement between ISD 2909 and EMRR Local #7394 effective July 1, 2025 to June 30, 2027** made by LAUTIGAR, seconded by BONNER. Motion passed unanimously.

III. **ADJOURNMENT:** Meeting adjourned at 5:03 P.M.

____
CHAIR – JOHN UHAN

____
CLERK – NICOLE CULBERT-DAHL

Hayley Halls

Education

B.S. Elementary Education, Cum Laude
Brigham Young University—Idaho
Aug 2003 – Dec 2007

Experience

Rock Ridge School District | Virginia, MN | Aug 2022 – May 2024

STEAM Teacher

- implemented curriculum and research activities to complement instruction
- actively reflected upon and improve lesson plans to ensure effectiveness
- promoted students' development of problem solving, critical thinking, and collaboration through use of the engineering design and scientific inquiry processes, discussions, and group projects
- manage classroom to maintain order, function, and efficiency
- quickly solved problems as they arise and implement procedures to prevent their recurrence
- maintained tight time schedule
- oversaw nine classes

Interventionist

- interpreted data to identify students in need of interventions and the skills in which they are weak
- researched and/or created activities to strengthen weak skills
- organized deliberate groups to maximize instruction's effectiveness
- collaborated with colleagues regarding student needs and schedules

Lake Havasu Unified School District | Lake Havasu City, AZ | Aug 2019 – May 2022

Physical Education Teacher

- researched, designed, and implemented lesson plans that adhered to state standards
- managed Kids Heart Challenge Fundraiser
- organized and maintained equipment closet

Substitute Teacher (including long-term assignment as a Special Education Teacher)

Personal Care Assistant

Lander County School District | Battle Mountain, NV | Jan 2014 – Oct 2016

Substitute Teacher

Skills

- strong organization
- interpersonal, collaborative
- Microsoft and Google Suites
- flexible
- self-motivated
- independent
- time-management
- problem solving
- self-reflective

References

Angie Williams	Principal, Laurentian Elementary	angie.williams@rrps.org	218 735 6201
Lindsay Engel	Elementary STEAM Lead, Rock Ridge	lindsay.engel@rrps.org	218 742 3944
Nina Mersing	Principal, Smoketree Elementary	nina.mersing@lhusd.org	928 505 6020

Sarah Knudson

Experience

Girl Scout Volunteer–Sept 2020- Current
Girl Scout Troop 1299 • Virginia, MN

SWOP Board Member–Dec 2019- current
Summer Work Outreach Project • Virginia, MN

Mentor–Jan 2007- Aug 2010
Youth for Christ Teen Mom Program • Virginia, MN

Family Educator–Aug 2005- Jun 2006
Children's Advocacy Center of SW Florida • Fort Myers, FL

Second Grade Teacher–Aug 2003- Jun 2006
Mirror Lakes Elementary • Lehigh Acres, FL

Long Term Substitute–May 2003- Aug 2003
Y Wee Care Learning Center • Virginia, MN

Mentor–Jan 2000- Aug 2003
Young Parent Program • Virginia, MN

Education

Master of Science- Education Dec 2013
Bemidji State University, Bemidji, MN

- Licensure & Certification: Reading K-12, Online Teaching

Bachlor of Science- Elementary Education May 2003
Bemidji State University, Bemidji, MN

- Licensure: K-6, Communication Arts & Literature 5-8

Associate of Arts Aug 2001
Mesabi Range Community & Technical College, Virginia, MN

Skills

- Social skills development
- Manage problems
- Plan lessons
- Maintain order
- Multitasking
- Documentation
- Problem-solving
- Friendly
- Outgoing

Credentials

Official credentials on file with Career Services, 1500 Birchmont Dr. NE, Box 18, Bemidji State University, Bemidji, MN 56601-2699 (218) 755-2038

Professional Summary

Skilled Parent Educator with a passion to support parents and facilitate parenting utilizing research based best practices and personal experience. Thrive in helping others achieve confidence and success in parenting choices. Empower parents through mutual respect and understanding of social, economical, and cultural differences

ROCK RIDGE PUBLIC SCHOOLS

Salary and Benefits for the School to Work, Fundraising and Grants and Community Ed Director

Willie Spelts

Work Year July 1, 2024, 2026 through June 30, 2026, 2029

Salary for 2024-2025: $121,849 2025-2026: $125,810 2026-2027: $127,525 2027-2028: $127,525 2028-2029: $127,525

Days Worked = **220 (44 weeks) 261 days** **Supervisor:** Superintendent

Personal Leave: 2 days per year

Work Day: Usually 8 hours or as needed to meet the needs of the district.

Holiday: 13 days per year: New Year's Eve, New Year's Day, President's Day, Good Friday, Easter Monday, Memorial Day, Juneteenth, Fourth of July, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve, Christmas Day.

Vacation: 25 days per year

Sick Leave = 20 days accumulative to a maximum of 135. This includes up to 3 days (to be deducted from sick leave) for bereavement leave for the death of an immediate family member.

Health Insurance: VEBA plan #835 as chosen by the District.
The District will contribute to the employee's health insurance premiums as follows:
District Premium Contribution: Single Policy = 95% less $25/month
Family Policy = 90% less $25/month
Example: (monthly single premium x 95%) - $25 = District contribution
The District will annually contribute to the employee's VEBA savings account as follows:
Annual District VEBA Contribution: **2024-2026** 2026-2029= 85% of VEBA deductible
VEBA contribution deposits will be made quarterly starting September.

Dental Insurance: Shall be the Delta Dental Non-contracted Subgroup 0002 Plan. The District will pay 100% of the premium for a family policy.

Life Insurance: The premium for a $100,000 Term Life Policy shall be paid by the District.

Long Term Disability Insurance: Shall be provided by the district.

Tax-Sheltered Annuities: The Employee will be eligible to participate in a tax-sheltered annuity plan through payroll deduction established pursuant to Section 403(b) or 457 (b) of the Internal Revenue Code of 1986, Minnesota Statutes, Section 123B.02, Subd. 15, and School District policy, and as otherwise provided by law. The School District will match the payroll deduction up to an amount of $1,200 annually.

Health Care Savings Plan: Contribution based on School District Policy #430.

Dues: State and Local Activities Dues to be paid by the district as approved by the Superintendent.

The purpose of this document is to set forth the wages and benefits for the listed position, it is not intended to serve as an employment contract. The district reserves the right to reduce or eliminate the position at any time or to terminate the employee for just cause. Signatures below indicate an understanding and acceptance of the terms of this document.

Signature of Employee _________________________ Date of Employee's Signature __________________

Signature of Board Chair ________________________ Date of Chair's Signature ______________________

Signature of Board Clerk ________________________ Date of Clerk's Signature ______________________

DEPARTMENT OF IRON RANGE
RESOURCES & REHABILITATION

4261 Hwy 53 South
Eveleth, MN 55734-0441
218-735-3000
mn.gov/irrrb

Sept. 4, 2026

Dr. Noel Schmidt, Superintendent
Rock Ridge School District
1405 Progress Parkway
Virginia, MN 55792

Dear Dr. Schmidt and School Board Members:

On behalf of Iron Range Resources & Rehabilitation (IRRR), I'm pleased to share that your school district received important financial support made possible by Minnesota's mining industry. Revenue generated through iron mining continues to play a vital role in strengthening our regional schools and expanding educational opportunities for the students and families we serve.

For the 2026-2027 school year, the Rock Ridge School District will receive $4,900,000 to support annual school bond payments, as part of the total $102,700,000 projected over a 20-year period. These funds are allocated by IRRR through the Iron Range School and Community Development Account.

Your district also received a direct allocation of $3,646,259 from the Taconite Production Tax (TPT) in 2025, as well as $172,631.67 from the Permanent School Fund (PSF) in the 2025-2026 school year. While both funding streams are rooted in Minnesota's mineral wealth, they originate from different sources: the TPT is paid by mining companies in lieu of local property taxes, based on the tonnage of iron ore mined and processed in the region. In contrast, the PSF revenue comes primarily from state-managed mineral royalties on school trust lands and is distributed statewide based on student enrollment. Together, these investments ensure that the economic benefits of mining continue to support our students, schools and communities.

At IRRR, we are committed to reinvesting in the region and advancing the prosperity of northeastern Minnesota. Education remains at the heart of that mission. The investments made possible by mining help ensure our youth are prepared for the future—whether they choose to enter the workforce, pursue higher education or return to contribute to our communities in new ways.

If you have any questions about the information in this letter, please reach out to the IRRR Communications team at information.team@state.mn.us. We appreciate your service to the school district and the vital role you play in guiding the success of our students.

Sincerely,

Ida L Rukavina

Ida Rukavina
Commissioner

September 14, 2026

offered the following resolution and moved for its adoption.

Resolved, By the Board of Directors of Independent School District #2909 that the following bills be allowed and the Chairperson and Clerk be and are hereby authorized to draw orders on the Treasurer for payment of same:

CHECK NO.	VENDOR	UFARS CODE	DESCRIPTION	AMOUNT
20946	ARBITERSPORTS LLC	E 01 300 292 000 000 820		$1,050.00
20946	ARBITERSPORTS LLC	E 01 005 110 000 000 311		$1,553.94
20946	ARBITERSPORTS LLC	E 01 300 292 000 000 820		$786.88
20946	ARBITERSPORTS LLC	E 04 500 505 000 321 820		$1,553.93
20946	ARBITERSPORTS LLC	E 04 500 505 000 321 820		$522.38
20946 Total				**$5,467.13**
20947	AT&T MOBILITY-CC	E 01 005 690 000 000 320	Comm Telephone	$136.92
20947 Total				**$136.92**
20948	MINNESOTA ENERGY RESOURCES	E 01 118 810 000 000 440	Fuel for Buildings	$100.26
20948	MINNESOTA ENERGY RESOURCES	E 01 119 810 000 000 440	Fuel for Buildings	$26.11
20948	MINNESOTA ENERGY RESOURCES	E 01 119 810 000 000 440	Fuel for Buildings	$49.01
20948	MINNESOTA ENERGY RESOURCES	E 01 101 810 000 000 440	Fuel For Buildings	$91.57
20948 Total				**$266.95**
20949	PETTY CASH - ATHLETIC OFFICE	E 01 300 292 000 000 401	General Supplies	$4,500.00
20949 Total				**$4,500.00**
20950	VERIZON	E 01 005 690 000 000 320	Comm Telephone	$105.14
20950 Total				**$105.14**
20951	VIRGINIA PUBLIC UTILITIES	E 01 005 810 000 000 332		$50.20
20951	VIRGINIA PUBLIC UTILITIES	E 01 005 810 000 000 331		$1,254.43
20951	VIRGINIA PUBLIC UTILITIES	E 03 005 760 000 720 440		$66.07
20951	VIRGINIA PUBLIC UTILITIES	E 03 005 760 000 720 333		$26.42
20951	VIRGINIA PUBLIC UTILITIES	E 01 005 810 000 000 334		$70.97
20951	VIRGINIA PUBLIC UTILITIES	E 03 005 760 000 720 332		$35.72
20951	VIRGINIA PUBLIC UTILITIES	E 03 005 760 000 720 331		$207.76
20951	VIRGINIA PUBLIC UTILITIES	E 01 112 810 000 000 440		$145.01
20951	VIRGINIA PUBLIC UTILITIES	E 01 112 810 000 000 331		$4,982.11
20951	VIRGINIA PUBLIC UTILITIES	E 01 005 810 000 000 334		$917.46
20951	VIRGINIA PUBLIC UTILITIES	E 01 112 810 000 000 333		$206.66
20951	VIRGINIA PUBLIC UTILITIES	E 01 112 810 000 000 332		$95.12
20951	VIRGINIA PUBLIC UTILITIES	E 01 300 810 000 000 440		$5,869.68
20951	VIRGINIA PUBLIC UTILITIES	E 01 300 810 000 000 331		$42,685.37
20951	VIRGINIA PUBLIC UTILITIES	E 03 005 760 000 720 331	Electricity	$70.02
20951 Total				**$56,683.00**
20952	A-1 SERVICES INC	E 01 005 810 000 000 350	Repairs Maint Serv	$855.00
20952 Total				**$855.00**
20953	AAGENES STEPHANIE	E 01 005 640 000 316 366	Travel	$30.34
20953 Total				**$30.34**
20954	AMAZON CAPITAL SERVICES INC	E 01 005 010 000 000 401	General Supplies	$56.99
20954	AMAZON CAPITAL SERVICES INC	E 01 005 105 048 000 430	Instructional Supply	$84.96
20954	AMAZON CAPITAL SERVICES INC	E 01 101 201 000 000 430	Instructional Supply	$201.30
20954	AMAZON CAPITAL SERVICES INC	E 01 119 420 000 740 401	General Supplies	$387.78
20954	AMAZON CAPITAL SERVICES INC	E 01 005 810 000 000 350	Repairs Maint Serv	$30.23
20954	AMAZON CAPITAL SERVICES INC	E 01 005 110 000 000 401	General Supplies	$143.89
20954	AMAZON CAPITAL SERVICES INC	E 01 005 010 000 000 401	General Supplies	$619.82

20954	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	$172.73
20954	AMAZON CAPITAL SERVICES INC	E	01	300	270	000	000	430	Instruct Supplies	$160.61
20954	AMAZON CAPITAL SERVICES INC	E	01	005	010	000	000	401	General Supplies	$241.61
20954	AMAZON CAPITAL SERVICES INC	E	01	005	010	000	000	401	General Supplies	$66.40
20954	AMAZON CAPITAL SERVICES INC	E	01	300	211	000	000	401	General Supplies	$25.75
20954	AMAZON CAPITAL SERVICES INC	E	01	005	010	000	000	401	General Supplies	$69.98
20954	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	$49.55
20954 Total										**$2,311.60**
20955	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	New batteries bus 6	$570.50
20955	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Trailer inspection	$593.58
20955	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Engine light Bus 1	$189.54
20955 Total										**$1,353.62**
20956	AT & T MOBILITY	E	01	005	810	000	000	320	Comm Telephone	$74.98
20956 Total										**$74.98**
20957	B&H PHOTO VIDEO	E	01	005	606	000	000	401	General Supplies	$170.07
20957	B&H PHOTO VIDEO	E	01	005	606	000	000	401	General Supplies	$5,486.93
20957 Total										**$5,657.00**
20958	CARDMEMBER SERVICE	E	01	005	606	000	000	401	General Supplies	$7.71
20958 Total										**$7.71**
20959	DATA CENTER WAREHOUSE LLC	E	01	005	606	000	000	401	General Supplies	$7,645.27
20959 Total										**$7,645.27**
20960	DAVIS EQUIPMENT CORP	E	01	005	810	000	000	350	Repairs Maint Serv	$947.03
20960 Total										**$947.03**
20961	ECOLAB	E	01	005	810	000	000	350	Repairs Maint Serv	$253.83
20961 Total										**$253.83**
20962	FRIEDLIEB JACE	E	01	005	640	000	316	366	Travel	$853.92
20962 Total										**$853.92**
20963	GRAFTON SCHOOL INCORPORATED	E	01	005	640	000	316	366	Travel	$307.65
20963 Total										**$307.65**
20964	GRANDE ACE HARDWARE	E	01	112	810	000	000	410	Custodial Supplies	$45.54
20964	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Repairs Maint Serv	$52.17
20964	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Repairs Maint Serv	$51.56
20964	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Repairs Maint Serv	$91.99
20964	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Repairs Maint Serv	$39.58
20964 Total										**$280.84**
20965	HILLYARD INC	E	01	300	810	000	000	410	Custodial Supplies	$1,713.71
20965	HILLYARD INC	E	01	300	810	000	000	410	Custodial Supplies	$613.14
20965	HILLYARD INC	E	01	300	810	000	000	410	Custodial Supplies	$1,451.15
20965	HILLYARD INC	E	01	116	810	000	000	410	Custodial Supplies	$1,189.82
20965	HILLYARD INC	E	01	101	810	000	000	410	Custodial Supplies	$1,238.05
20965 Total										**$6,205.87**
20966	INAC INC	E	02	005	770	000	701	490		$4,863.20
20966	INAC INC	E	02	005	770	000	701	311		$394.48
20966	INAC INC	E	02	005	770	000	701	319		$3,689.59
20966	INAC INC	E	02	005	770	000	701	401		$456.82
20966	INAC INC	E	02	005	770	000	701	495		$1,140.00
20966 Total										**$10,544.09**
20967	IRON RANGE ROTARY CLUB	E	01	005	110	000	000	820	Dues/Mbrshp/Lic Fee	$200.00
20967 Total										**$200.00**
20968	JOHNSON SHAWN	E	01	119	810	000	000	401	General Supplies	$26.50
20968 Total										**$26.50**

20969	KELLY SERVICES INC	E	01	300	420	000	000	307	Sub Paras	$41.97
20969	KELLY SERVICES INC	E	01	300	420	000	000	307	Sub Paras	$23.98
20969 Total										**$65.95**
20970	KLATT MORGAN	E	04	500	570	000	321	401	General Supplies	$125.00
20970 Total										**$125.00**
20971	KNUTI-GREENLY JENESSA	E	04	500	560	704	321	311	Prof Tech Services	$1,500.00
20971 Total										**$1,500.00**
20972	KUSH-JEFFERY SHANON	E	04	500	580	000	325	401	General Supplies	$91.76
20972 Total										**$91.76**
20973	LUTZKA STEPHANIE	E	01	300	270	000	000	430	Instruct Supplies	$74.17
20973 Total										**$74.17**
20974	MASBO	E	01	005	640	000	316	820	Dues-Memberships-Lic-Fees	$119.00
20974 Total										**$119.00**
20975	MENARDS	E	01	005	606	000	000	401	General Supplies	$229.94
20975	MENARDS	E	01	005	810	000	000	401	General Supplies	$78.60
20975	MENARDS	E	01	005	810	000	000	350	Repairs Maint Serv	$63.95
20975	MENARDS	E	01	101	810	000	000	420	Repair Supplies	$65.69
20975 Total										**$438.18**
20976	METRO SALES INC	E	05	005	850	000	302	335	Short Term Lease	$60.00
20976	METRO SALES INC	E	05	005	850	000	302	335	Short Term Lease	$1,319.21
20976 Total										**$1,379.21**
20977	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	$160.35
20977	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	$194.08
20977	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	$25.54
20977	MINER'S INC	E	01	005	640	000	316	366	Travel	$102.51
20977 Total										**$482.48**
20978	MINNESOTA POWER	E	01	118	810	000	000	331	Electricity	$4,284.93
20978	MINNESOTA POWER	E	03	005	760	000	720	331	Electricity	$246.73
20978	MINNESOTA POWER	E	03	005	760	000	720	331	Electricity	$22.09
20978	MINNESOTA POWER	E	01	101	810	000	000	331	Electricity	$1,670.34
20978	MINNESOTA POWER	E	01	119	810	000	000	331	Electricity	$1,682.85
20978 Total										**$7,906.94**
20979	NORTHLAND FIRE & SAFETY INC	E	05	005	865	000	363	311	Prof Tech Services	$3,624.35
20979	NORTHLAND FIRE & SAFETY INC	E	05	005	865	000	363	311	Prof Tech Services	$3,085.00
20979 Total										**$6,709.35**
20980	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	$511.00
20980	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	$725.00
20980	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	$73.59
20980	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	$39.00
20980	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	$66.00
20980	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	$73.41
20980	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	$51.41
20980 Total										**$1,539.41**
20981	POHAKI LUMBER CO	E	01	119	420	000	740	433	Sup/Mat Indiv Instr	$169.99
20981 Total										**$169.99**
20982	QUAD CITIES LION CLUB	E	01	005	640	000	316	820	Dues-Memberships-Lic-Fees	$83.50
20982 Total										**$83.50**
20983	RANGE CORNICE & ROOFING CO	E	01	005	810	000	000	350	Repairs Maint Serv	$575.00
20983 Total										**$575.00**
20984	RANGE PAPER CORPORATION	E	01	112	810	000	000	410	Custodial Supplies	$1,951.67
20984 Total										**$1,951.67**
20985	RIVERSIDE INSIGHTS	E	01	005	420	000	740	433	classroom supplies	$2,823.60
20985 Total										**$2,823.60**

20986	SCHOOL HEALTH CORPORATION	E	01	300	720	000	000	401	General Supplies		$38.83
20986	SCHOOL HEALTH CORPORATION	E	01	300	720	000	000	401	General Supplies		$129.66
20986 Total											**$168.49**
20987	SFM	B	01	215	270				Payroll Deductions-WC		$8,181.00
20987 Total											**$8,181.00**
20988	SHI	E	01	005	606	000	000	430	tech supplies		$4,986.00
20988 Total											**$4,986.00**
20989	STATE CHEMICAL SOLUTIONS	E	01	005	810	000	000	350	Repairs Maint Serv		$1,298.70
20989 Total											**$1,298.70**
20990	UTILITY SYSTEMS OF AMERICA	E	01	112	810	000	000	350	Repairs Maint Serv		$20,057.16
20990 Total											**$20,057.16**
20991	W A FISHER COMPANY	E	01	005	010	000	000	380	Print-Publish		$247.50
20991	W A FISHER COMPANY	E	01	300	211	000	000	401	General Supplies		$390.00
20991 Total											**$637.50**
20992	BLUE CROSS / BLUE SHIELD OF MN	E	01	300	211	000	000	291	26SEPT		$6,341.00
20992	BLUE CROSS / BLUE SHIELD OF MN	E	01	300	211	000	000	291	26SEPT		$21,353.00
20992 Total											**$27,694.00**
20993	MADISON NATIONAL LIFE	B	01	215	003				LIFE		$1,825.15
20993	MADISON NATIONAL LIFE	B	01	215	004				LTD		$2,987.15
20993 Total											**$4,812.30**
20994	MEDICAREBLUE RX	E	01	300	211	000	000	291	26SEPT		$2,006.00
20994	MEDICAREBLUE RX	E	01	300	211	000	000	291	26SEPT		$26,197.00
20994 Total											**$28,203.00**
20995	NORTHEAST SERVICE COOPERATIVE	B	01	215	001				26SEPT		$274,317.42
20995 Total											**$274,317.42**
20996	NORTHERN MN DENTAL INC	B	01	215	002				26SEPT		$3,291.25
20996 Total											**$3,291.25**
20997	BLICK ART MATERIALS	E	01	300	212	000	000	430	Instruct Supplies		$63.04
20997 Total											**$63.04**
20998	CHRISTENSEN PARTS	E	01	005	810	000	000	350	Repairs Maint Serv		$11.13
20998	CHRISTENSEN PARTS	E	01	005	810	000	000	350	Repairs Maint Serv		$24.68
20998	CHRISTENSEN PARTS	E	01	005	810	000	000	350	Repairs Maint Serv		$13.99
20998	CHRISTENSEN PARTS	E	03	005	760	000	720	401	General Supplies		$20.66
20998 Total											**$70.46**
20999	CITY OF VIRGINIA - IRON TRAIL MOTORS EVENT	E	05	005	850	040	302	335	Short Term Lease		$720.00
20999 Total											**$720.00**
21000	CM2 SUPPLY	E	01	300	255	000	000	430	Instruct Supplies		$175.01
21000 Total											**$175.01**
21001	CUSTOMIZED TRAINING SOLUTIONS	E	01	300	211	224	000	401	General Supplies		$389.00
21001	CUSTOMIZED TRAINING SOLUTIONS	E	01	300	211	224	000	401	General Supplies		$625.00
21001 Total											**$1,014.00**
21002	DATA CENTER WAREHOUSE LLC	E	01	005	606	000	000	401	General Supplies		$7,645.28
21002 Total											**$7,645.28**
21003	GIANTS RIDGE GOLF & SKI RESORT	E	01	300	294	715	000	364	Entry Fees/Student Travel		$7,350.00
21003	GIANTS RIDGE GOLF & SKI RESORT	E	01	300	294	715	000	364	Entry Fees/Student Travel		$240.00
21003 Total											**$7,590.00**
21004	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Repairs Maint Serv		$5.67
21004	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Repairs Maint Serv		$32.34
21004 Total											**$38.01**
21005	ISD #318	E	01	300	294	715	000	364			$160.00
21005	ISD #318	E	01	300	296	715	000	364			$160.00
21005	ISD #318	E	01	300	294	714	000	364			$75.00

21005	ISD #318	E	01	300	296	714	000	364		$75.00
21005 Total										**$470.00**
21006	ISD #6076	E	01	998	211	000	303	390	Pmt Educ Pur MN Dist	$2,830.51
21006	ISD #6076	E	01	005	406	000	740	396		$1,017.39
21006	ISD #6076	E	01	005	405	000	740	397		$961.62
21006	ISD #6076	E	01	005	405	000	740	396		$6,701.91
21006	ISD #6076	E	01	005	406	000	740	397		$197.78
21006	ISD #6076	E	01	112	412	000	740	397		$8,206.97
21006	ISD #6076	E	01	112	412	000	740	396		$19,395.00
21006	ISD #6076	E	01	005	710	000	374	397		$10,341.32
21006	ISD #6076	E	01	005	710	000	374	396		$15,755.18
21006	ISD #6076	E	05	005	850	000	302	524	NLC Lease	$6,132.35
21006	ISD #6076	E	01	998	211	000	303	390	Pmt Educ Pur MN Dist	$14,685.76
21006	ISD #6076	E	01	005	710	000	374	397		$4,453.88
21006	ISD #6076	E	01	005	710	000	374	396		$16,255.47
21006	ISD #6076	E	01	005	420	000	740	397		$2,335.03
21006	ISD #6076	E	01	005	420	000	740	396		$15,971.55
21006	ISD #6076	E	01	005	420	000	740	399	SpEd Purchased Services	$50,915.75
21006	ISD #6076	E	01	005	420	000	740	397		$1,700.03
21006	ISD #6076	E	01	005	420	000	740	396		$4,296.59
21006	ISD #6076	E	01	005	420	000	740	397		$4,901.19
21006	ISD #6076	E	01	005	420	000	740	396		$15,357.89
21006	ISD #6076	E	01	005	420	000	740	397		$4,830.38
21006	ISD #6076	E	01	005	420	000	740	396		$13,124.25
21006	ISD #6076	E	01	005	420	000	740	397		$9,395.11
21006	ISD #6076	E	01	005	420	000	740	396		$25,706.85
21006 Total										**$255,469.76**
21007	ISD #709	E	01	300	690	000	000	390	Pmt Educ Pur MN Dist	$44,634.24
21007 Total										**$44,634.24**
21008	JANCKILA ANNE	E	01	300	298	000	000	305	Consult/Fees For Svc	$400.00
21008 Total										**$400.00**
21009	LAKES COUNTRY SERVICE COOPERATIVE	E	01	005	640	000	316	366	Travel	$660.00
21009 Total										**$660.00**
21010	MONKEY WRENCH PRODUCTIONS	E	04	500	505	501	321	401	General Supplies	$2,250.00
21010 Total										**$2,250.00**
21011	RANGE AUTO PARTS COMPANY	E	01	005	810	000	000	420	Repair Supplies	$144.66
21011	RANGE AUTO PARTS COMPANY	E	01	005	810	000	000	420	Repair Supplies	$13.98
21011 Total										**$158.64**
21012	RAPIDS RADIO	E	01	300	292	000	000	401	General Supplies	$132.00
21012 Total										**$132.00**
21013	SJOBERG MATT	E	01	300	294	715	000	364	Instruct Supplies	$1,618.04
21013 Total										**$1,618.04**
21014	SQUIRES, WALDSPURGER & MACE PA	E	01	005	150	000	000	311	Prof Tech Services	$2,320.00
21014 Total										**$2,320.00**
	PAYROLL 8/31/26									$643,085.31
	OASDI									$37,829.58
	MEDICARE									$8,882.16
	PERA									$9,674.45
	TRA									$49,112.20
	TSA MATCH									$5,939.53
									TOTAL DISBURSEMENTS & PAYROLL	**$1,584,348.13**

Seconded by that the above resolution be adopted.

Resolution adopted September 14, 2026.

Clerk

Chairperson

Rock Ridge Schools - 3D Virtual Space Hosting

John Saaristo dba Fulcrum Visions

2901 Exeter St
Duluth, MN 55805
(218) 220-6441

PREPARED FOR

Rock Ridge School District

1405 Progress Parkway
Virginia, MN 55792

PREPARED DATE
August 12, 2026

Terms
Pay on Receipt

ITEM	Spaces	Price	Total

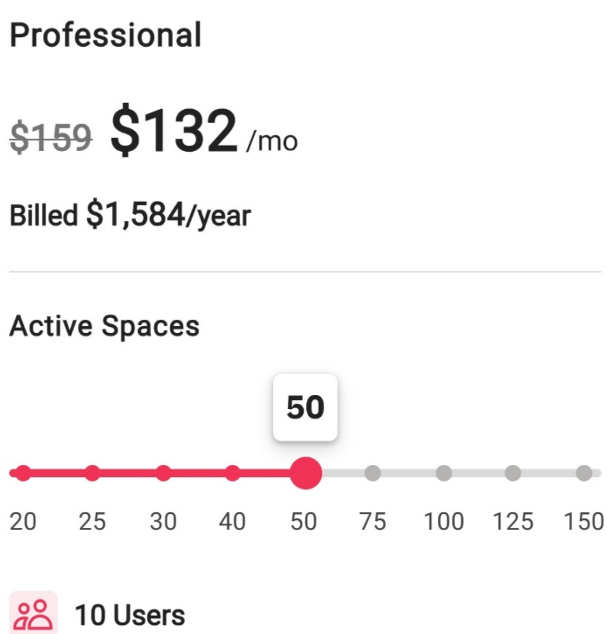
3D Virtual Tour Hosting Services for buildings that were demolished or repurposed within the Rock Ridge School district include:
• Virginia Roosevelt School
  ○ Goodman Auditorium
  ○ Gymnasiums
  ○ Main campus building and Nanotorium
• Gilbert Schools
  ○ Main building
  ○ Gymnasiums
• Eveleth High School
  ○ Main Building
  ○ Auditorium
  ○ Gymnasiums
• Manual Arts Building (Eveleth)
• Miner’s Memorial Arena
  ○ Secondary Ice Rink
	50	$1584	$1584

Description of Services

Hosting for each of the spaces is provided by Matterport which is one of the premier virtual tour services. The spaces are accessible from computer, mobile device, Virtual Reality Headset that are connected to the Internet. The hosting will be provided for 12 calendar months from the date of payment processing by Matterport

When the spaces are available, communication with staff at Rock Ridge will be needed to get the correct links and information posted on the Rock Ridge School District Web Site. Support will be provided to train staff on how to make changes to the spaces in the future that are outside the scope of the original projects.

Fulcrum Visions, John Saaristo, will assist with current needs to get the 3D spaces already created functional for people to view for historic reference and fundraising opportunities. Ad Hoc changes to the spaces can be a separate scope of work.



AGREED AND ACCEPTED:

NAME (John Saaristo))	TITLE	DATE
NAME (Rock Ridge Schools)	TITLE	DATE

CLIENT CONSULTING SERVICES AGREEMENT

This Client Consulting Services Agreement ("Agreement") is made and entered into on July 1, 2026 ("Effective Date") between NOVA Education Consultants ("NOVA"), a Minnesota cooperative having a principal place of business at 1275 Ramsey Street #100 Shakopee, MN 55379 and Rock Ridge Public Schools ("Client"), having a principal place of business at 1405 Progress Parkway Virginia, MN 55792.

1. Services. NOVA shall use reasonable efforts to provide personnel to Client to perform the services as described in the attached Client Consulting Work Order ("Work Order") pursuant to the terms and conditions of this Agreement. NOVA shall be responsible for performing the required services in a timely, thorough, and professional manner.

2. Term. This Agreement shall be effective as of the date hereof. Either party to this Agreement may terminate the Agreement with cause upon notification or without cause by giving fourteen (14) days prior written notice, which notice shall specify the exact date of termination.

3. Fees. In consideration for services provided to Client, Client shall compensate NOVA at the rates set for in the attached Work Order.

4. Invoices. NOVA shall provide Client with invoices as often as prescribed in the Work Order. Invoices shall indicate the name of the consultant, number of hours worked, rate per hour, and total amount. Client agrees to pay all undisputed amounts to NOVA within 30 days of the invoice date. Invoices paid after the due date will incur a 1.5% late fee compounded monthly. In the event of termination of this Agreement, Client shall pay NOVA for all services performed prior to and as of the date of termination.

   Client shall send payment to:

   NOVA Education Consultants

   1275 Ramsey Street #100

   Shakopee, MN 55379

5. Use of Name and Logo. Client grants NOVA the privilege to use Client's name and logo on NOVA's client list. Such client list may appear on NOVA's website and printed promotional material. Client shall provide an electronic copy of an approved logo to NOVA upon request. Client retains the right to further restrict the use of Client's name and logo by written notice to NOVA.

6. Contractor Status. NOVA certifies that it is registered and in good standing under the laws of the State of Minnesota and its Federal Employment Identification Number is 88-2468928. NOVA maintains a set of books and records which reflect items of income and expenses of its business. Additionally, NOVA warrants that it is in compliance with all applicable laws and is not prohibited from performing its obligations under this Agreement by any other agreement.

7. Contractor Conduct. NOVA shall provide competent, professional services using its own independent skill and judgment. Client and NOVA agree that Client has not established the specific methods of how Contractor should perform duties pursuant to this Agreement. Client shall have no right or responsibility to provide supervision, instruction, or training. NOVA agrees to abide by any and all rules and policies of Client regarding the conduct of personnel performing work on Client's premises.

8. Insurance. NOVA will carry insurances, inclusive of professional liability, workers compensation, and general liability. Client may request proof of NOVA's insurance in writing. The District shall be named as Additional Insured under the General Liability policy. Insurance shall be carried by NOVA throughout the duration of the contract.

9. Benefits. NOVA and its personnel shall not be entitled to any rights granted or benefits provided to employees of Client including, but not limited to health benefits, group insurance, paid vacation, sick leave, overtime pay, retirement plans, and stock plans.

10. Indemnification. Each party agrees to indemnify, hold harmless, and defend the other party from any and all liability, obligation, loss, damage, injury, penalty, action, judgment, suit, claim, cost, expense, or disbursement of any kind and nature which may be imposed on, incurred by, or served against either party by any person or entity relating to, arising out of, or in connection with the existence or performance

of this Agreement, or any alleged act or neglect of either party arising out of or in connection with either party or this Agreement including, but not limited to claims for copyright infringement, plagiarism, literary piracy, unfair competition, misappropriation of rights, or any other claim. Nothing in this section shall affect NOVA's status as an independent contractor. Further, nothing in this section shall affect the limitations of either party's authority as defined elsewhere in this Agreement.

11. Limitation of Liability. Neither party will be liable for any indirect, punitive, special, incidental, or consequential damage in connection with or arising out of this Agreement (including loss of business, revenue, profits, use, data, or other economic advantages), however, it arises, whether for breach or in tort, even if that party has been previously advised of the possibility of such damage. Liability for damages shall be limited and excluded, even if any exclusive remedy provided for in this Agreement fails of its essential purpose.

12. Limitation of Authority. Each party agrees and acknowledges that each shall have no authority to bind or obligate the other party or perform any act on behalf of the other party not expressly authorized in this Agreement.

13. Confidentiality. All non-public, confidential or proprietary information of NOVA, including, but not limited to, trade secrets, technology, information pertaining to business operations and strategies, and information pertaining to customers, pricing, and marketing (collectively, "Confidential Information"), disclosed by Service Provider to Client, whether disclosed orally or disclosed or accessed in written, electronic or other form or media, and whether or not marked, designated or otherwise identified as "confidential", in connection with the provision of the Services and this Agreement is confidential, and shall not be disclosed or copied by Client without prior written consent of the Service Provider. Confidential Information does not include information that is: (i) in the public domain; (ii) known to Client at time of disclosure; or (iii) rightfully obtained by Client on a non-confidential basis from a third party.

14. Compliance with Student Data Privacy and Retention. The Minnesota Government Data Practices ("MGDPA") and the Family Educational Rights Privacy Act ("FERPA") govern all education records and data that NOVA collects, receives, or maintains in connection with services provided under this Agreement. Accordingly,

Service Provider agrees to comply with the MGDPA and FERPA in its collection, maintenance, and dissemination of education records and educational data. This provision survives expiration or termination of this Agreement.

15. Severability. Any provision of this Agreement that is prohibited or unenforceable shall be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of the Agreement.

16. Entire Agreement. This Agreement and any associated Work Orders constitute the entire agreement between NOVA and Client with respect to the subject matter and supersede all previous agreements between the parties relating to the subject matter of the Agreement. In the event that any provisions in any Work Order are in conflict with provisions in this Agreement, the provisions in this Agreement shall prevail over any such conflicting provisions. This Agreement may not be amended unless such amendment is in writing and signed by both NOVA and Contractor.

17. Notices. All notices and other communications in connection with this Agreement shall be in writing and shall be hand delivered or sent by first-class mail.

Notice to NOVA shall be addressed to:

NOVA Education Consultants
Attn: Emily Cooley Dobbins
1275 Ramsey Street #100
Shakopee, MN 55379

Notice to Client shall be addressed to:

Rock Ridge Public Schools
Attn: Stephanie Aagenes
1405 Progress Parkway
Virginia, MN 55792

18. Assignment. The rights and obligations of NOVA and Client shall not be assigned without prior written consent of the other party, except that either party may assign its rights and obligations under this Agreement to an affiliated entity without the prior written consent of the other party. This contract shall be binding upon and shall inure to the benefit of the parties to this Agreement, and their respective successors and assigns.

19. Warranty. NOVA warrants that its services provided under this Agreement shall be performed consistent with generally accepted industry standards. No specific result from provision of the services is assured or guaranteed. NOVA disclaims all other warranties, express or implied.

NOVA
Education Consultants®

20. Remedies. Client's sole remedy and NOVA's sole obligation in the event of a breach of the expressed warranty is at NOVA's sole option to re-perform the services or refund the amounts paid by Client for the services which were not as warranted, provided NOVA has received notice from Client within sixty (60) days of the completion of the services which Client alleges were not performed consistent with the expressed warranty.

21. Waiver. No waiver of or failure to exercise any option, right, or privilege under the terms of this Agreement by either party on any occasion shall be construed to be a waiver of the same or of any other option, right, or privilege on any other occasion.

22. Force Majeure. The obligations of NOVA pursuant to this Agreement shall be excused during any period of delay caused by matters such as strikes, acts of God, shortages of labor, raw material or power, governmental actions or compliance with governmental requirements, whether voluntary or pursuant to order, or any other matter, which is beyond the reasonable control of NOVA.

23. Survival. The provisions of Sections 10 (Indemnification), 11 (Limitation of Liability), 12 (Limitation of Authority), 13 (Confidentiality), 15 (Severability), 16 (Entire Agreement), and 17 (Notices) shall survive expiration or termination of this Agreement by either party for any reason.

24. Governing Law. This Agreement shall be governed by the laws of the State of Minnesota.

NOVA Education Consultants	Rock Ridge Public Schools
Date: 06/01/2026	Date: 06/01/2026
Signature: Emily Cooley Dobbins	Signature: Stephanie Aagenes Stephanie Aagenes (Jun 1, 2026 09:38:43 CDT)
Printed Name: Emily Cooley Dobbins	Printed Name: Stephanie Aagenes
Title: Chief Executive Officer	Title: Special Education Director

NOVA
Education Consultants®

CLIENT CONSULTING WORK ORDER

This Client Consulting Work Order ("Work Order") is governed by the terms of the Client Consulting Services Agreement ("Agreement") made and entered into on July 1, 2026 between NOVA Education Consultants ("NOVA") and Rock Ridge Public Schools.

CONSULTANT: Stephanie Quagliana

SERVICES: **School Psychologist:** Participates in child study meetings for the determination of evaluation. Develops special education evaluation plans. Assesses and observes students in special education evaluations. Completes assessment scoring and evaluation report writing. Participates in evaluation meetings to share results. Provides consultation surrounding special education needs of individual students. Consults on school-wide programs related to the eligibility and evaluation of special education students, such as pre-referral processes or tiered systems. Provides direct services to students, as requested. Collaborates with educators, administrators, support staff, families, and other mental health professionals to create safe, healthy and supportive learning environments for students and to strengthen connections between home and school.

START DATE: July 1, 2026

END DATE: June 30, 2027

Unless otherwise terminated pursuant to this agreement

NOT TO

EXCEED: **Hours:** 900

On-Site Rate: $120

Off-Site Rate: $120

TOTAL: $108,000

INVOICING: NOVA shall submit an invoice to Client at the following address:

Rock Ridge Public Schools

Attn: Stephanie Aagenes

NOVA
Education Consultants®

Address: 1405 Progress Parkway Virginia, MN 55792

E-mail: stephanie.aagenes@rrps.org

Phone: 218-735-3500

NOVA Education Consultants

Date: 06/01/2026

Signature: Emily Cooley Dobbins

Printed Name: Emily Cooley Dobbins

Title: Chief Executive Officer

Rock Ridge Public Schools

Date: 06/01/2026

Signature: Stephanie Aagenes
Stephanie Aagenes (Jun 1, 2026 09:41:35 CDT)

Printed Name: Stephanie Aagenes

Title: Special Education Director

SY27 RRPS School Psychologist Work Order 1

Final Audit Report 2026-06-01

Created:	2026-06-01
By:	Emily Cooley Dobbins (nova@nova-education.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAh9J6RDlB2l3cyySVLnCv_NxWA5m8W4fj

"SY27 RRPS School Psychologist Work Order 1" History

Document created by Emily Cooley Dobbins (nova@nova-education.org)
2026-06-01 - 1:12:00 PM GMT

Document emailed to stephanie.aagenes@rrps.org for signature
2026-06-01 - 1:12:04 PM GMT

Email viewed by stephanie.aagenes@rrps.org
2026-06-01 - 2:40:50 PM GMT

Signer stephanie.aagenes@rrps.org entered name at signing as Stephanie Aagenes
2026-06-01 - 2:41:33 PM GMT

Document e-signed by Stephanie Aagenes (stephanie.aagenes@rrps.org)
Signature Date: 2026-06-01 - 2:41:35 PM GMT - Time Source: server - Signature Appearance Selected: TYPE

Document emailed to Emily Cooley Dobbins (nova@nova-education.org) for signature
2026-06-01 - 2:41:37 PM GMT

Email viewed by Emily Cooley Dobbins (nova@nova-education.org)
2026-06-01 - 2:58:32 PM GMT

Document e-signed by Emily Cooley Dobbins (nova@nova-education.org)
Signature Date: 2026-06-01 - 2:58:49 PM GMT - Time Source: server - Signature Appearance Selected: IMAGE

Agreement completed.
2026-06-01 - 2:58:49 PM GMT

CLIENT CONSULTING WORK ORDER

This Client Consulting Work Order ("Work Order") is governed by the terms of the Client Consulting Services Agreement ("Agreement") made and entered into on July 1, 2026 between NOVA Education Consultants ("NOVA") and Rock Ridge Public Schools.

CONSULTANT: Tracy Brown

SERVICES: **School Psychologist:** Participates in child study meetings for the determination of evaluation. Develops special education evaluation plans. Assesses and observes students in special education evaluations. Completes assessment scoring and evaluation report writing. Participates in evaluation meetings to share results. Provides consultation surrounding special education needs of individual students. Consults on school-wide programs related to the eligibility and evaluation of special education students, such as pre-referral processes or tiered systems. Provides direct services to students, as requested. Collaborates with educators, administrators, support staff, families, and other mental health professionals to create safe, healthy and supportive learning environments for students and to strengthen connections between home and school.

START DATE: July 1, 2026

END DATE: June 30, 2027

Unless otherwise terminated pursuant to this agreement

NOT TO EXCEED:

Hours: 540

On-Site Rate: $120

Off-Site Rate: $120

TOTAL: $64,800

INVOICING: NOVA shall submit an invoice to Client at the following address:

Rock Ridge Public Schools

Attn: Stephanie Aagenes

NOVA
Education Consultants®

Address: 1405 Progress Parkway Virginia, MN 55792

E-mail: stephanie.aagenes@rrps.org

Phone: 218-735-3500

NOVA Education Consultants

Date: 06/01/2026

Signature: Emily Cooley Dobbins

Printed Name: Emily Cooley Dobbins

Title: Chief Executive Officer

Rock Ridge Public Schools

Date: 06/01/2026

Signature: Stephanie Aagenes
Stephanie Aagenes (Jun 1, 2026 09:40:18 CDT)

Printed Name: Stephanie Aagenes

Title: Special Education Director

SY27 RRPS School Psychologist Work Order 2

Final Audit Report 2026-06-01

Created:	2026-06-01
By:	Emily Cooley Dobbins (nova@nova-education.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAJSye_JdyUXzBIQCu5hj5fnnq9JlqnfAi

"SY27 RRPS School Psychologist Work Order 2" History

Document created by Emily Cooley Dobbins (nova@nova-education.org)
2026-06-01 - 1:12:58 PM GMT

Document emailed to stephanie.aagenes@rrps.org for signature
2026-06-01 - 1:13:02 PM GMT

Email viewed by stephanie.aagenes@rrps.org
2026-06-01 - 2:23:24 PM GMT

Signer stephanie.aagenes@rrps.org entered name at signing as Stephanie Aagenes
2026-06-01 - 2:40:16 PM GMT

Document e-signed by Stephanie Aagenes (stephanie.aagenes@rrps.org)
Signature Date: 2026-06-01 - 2:40:18 PM GMT - Time Source: server - Signature Appearance Selected: TYPE

Document emailed to Emily Cooley Dobbins (nova@nova-education.org) for signature
2026-06-01 - 2:40:20 PM GMT

Email viewed by Emily Cooley Dobbins (nova@nova-education.org)
2026-06-01 - 2:59:02 PM GMT

Document e-signed by Emily Cooley Dobbins (nova@nova-education.org)
Signature Date: 2026-06-01 - 2:59:16 PM GMT - Time Source: server - Signature Appearance Selected: IMAGE

Agreement completed.
2026-06-01 - 2:59:16 PM GMT

ROCK RIDGE SCHOOL DISTRICT
JOB DESCRIPTION

Dean of Students - Life & Learning Center

Department	Special Education	**FLSA Status**	Exempt
Location	Life & Learning Center	**Reports To**	Special Education Director
Classification	Teacher on Special Assignment	**Work Year**	School year plus 6 additional days

Position Summary

The Dean of Students provides leadership and day-to-day operational support for the Rock Ridge Life & Learning Center, a specialized special education program serving students with significant academic, behavioral, social-emotional, communication, adaptive, and transition needs. The Dean promotes a safe, structured, and supportive learning environment; coordinates student services and building operations; and works collaboratively with students, families, staff, district leaders, resident districts, and community partners.

Essential Duties and Responsibilities

- Provide visible, consistent leadership throughout the school day and support the implementation of the district's mission, policies, procedures, and special education programming.
- Supervise students in classrooms and common areas, including arrival, dismissal, cafeterias, hallways, restrooms, school grounds, and transportation loading areas, to maintain safety and order.
- Support the implementation of students' Individualized Education Programs (IEPs), behavior intervention plans, crisis plans, and other individualized supports in collaboration with licensed staff and related-service providers.
- Monitor student attendance, tardiness, behavior, academic progress, and engagement; maintain accurate records; communicate concerns; and coordinate timely interventions or referrals.
- Track, review, and analyze student behavior data to identify patterns and trends; collaborate with teachers, paraprofessionals, related-service providers, and other staff to implement and monitor supports designed to reduce behavioral incidents and improve student outcomes.
- Respond to student behavioral incidents and crises using trauma-responsive, relationship-based, and least-restrictive practices consistent with district policy and applicable state and federal law.
- Coordinate restorative follow-up, re-entry planning, safety planning, staff debriefing, and parent/guardian communication after significant incidents.
- Serve as the district lead for special education transportation at the beginning of the school year, including coordinating routes and specialized transportation needs, communicating with families and transportation providers, addressing safety concerns, and supporting implementation of transportation requirements documented in student IEPs; then hand off the transportation document to district special education case managers to revise as needed throughout the school year.
- Coordinate and provide Crisis Prevention Institute (CPI) and Ukeru training, refreshers, coaching, and implementation support for special education staff; maintain training records and help ensure staff certification requirements are met.
- When qualified substitute or internal coverage cannot be secured for an absent special education teacher, provide classroom coverage to maintain student safety, instructional continuity, and required services.
- Assist with daily staffing assignments and coverage for special education teachers and paraprofessionals, and communicate staffing needs to the Special Education Director.
- Support staff in developing and maintaining consistent classroom routines, positive behavior supports, instructional expectations, and safe learning environments.
- Collaborate with teachers, paraprofessionals, school psychologists, related-service providers, nurses, transportation staff, and administrators to improve student outcomes.
- Communicate effectively and respectfully with students, parents/guardians, staff, resident districts, and community partners regarding student needs, progress, programs, and operational matters.
- Participate in IEP, evaluation, manifestation determination, conciliation, transition, and other student-support meetings as assigned and within the scope of the employee's role and licensure.
- Responsible for student schedules, emergency procedures, student arrival and dismissal procedures, drills, building safety plans, and other operational systems.
- Support professional learning, staff meetings, coaching, safety training, and staff debriefing aligned with building and district goals.

- Maintain confidentiality of student, family, and staff information in accordance with professional ethics, FERPA, IDEA, the Minnesota Government Data Practices Act, and district policy.
- Use relevant technology and district software proficiently for communication, documentation, scheduling, incident reporting, attendance, and student information.
- Attend workshops, seminars, conferences, and professional development as required.
- Perform other duties of a similar nature or level as assigned by the Special Education Director.

Knowledge, Skills, and Abilities

- Knowledge of special education law, IEP implementation, positive behavior supports, trauma-responsive practices, de-escalation, and crisis prevention.
- Knowledge of specialized transportation needs and safety considerations for students with disabilities.
- Ability to lead, coach, train, and collaborate with multidisciplinary teams while maintaining professional boundaries and confidentiality.
- Ability to make sound decisions during emergencies, manage competing priorities, and communicate clearly in difficult situations.
- Strong verbal, written, organizational, interpersonal, and technology skills.
- Ability to establish and maintain positive working relationships with students, families, staff, resident districts, transportation providers, and community partners.

Education, Licensure, and Experience

- Bachelor's degree in education, special education, or a related field; master's degree preferred.
- Valid Minnesota teaching license required; special education licensure strongly preferred.
- CPI instructor certification and Ukeru training/certification required or ability to obtain and maintain within a district-established timeline.
- Experience working with students with disabilities and supporting significant behavioral, social-emotional, communication, adaptive, or transition needs required.
- Experience with student behavior management, staff training, special education transportation, and school or program leadership preferred.
- Strong preference may be given to candidates who have achieved tenure in Rock Ridge School District or a similar public school district.

Work Year and Additional Paid Days

The regular work schedule is Monday-Friday from 8:00 AM to 3:30 PM. In addition to the regular school-year assignment, the Dean of Students will work a total of six additional days each school year, paid at the employee's daily rate of pay. The specific dates will be determined by the Special Education Director.

Physical and Work Requirements

The employee must be able to perform the essential functions of the position, with or without reasonable accommodation. The role regularly requires standing, walking, sitting, speaking, hearing, reaching, and using hands and arms; may require stooping, kneeling, crouching, pushing, pulling, repetitive motion, and lifting up to 25 pounds. The employee must be able to respond promptly to student safety needs and follow trained crisis-prevention and protective procedures. Work may involve moderate noise, exposure to bodily fluids or bloodborne pathogens, and use of personal protective equipment.

Equal Opportunity and Accommodation

Rock Ridge School District is an equal opportunity employer. The district will provide reasonable accommodations to qualified individuals with disabilities in accordance with applicable law. This job description identifies the general nature and level of work performed and is not an exhaustive list of every duty, responsibility, or qualification.

Library / Rock_Ridge_Special_Education_Coordinator_1 75%

ROCK RIDGE SCHOOL DISTRICT

JOB DESCRIPTION

Special Education Coordinator - TOSA

Department	Special Education	FLSA Status	Exempt
Location	Districtwide	Reports To	Special Education Director
Classification	Teacher on Special Assignment	Work Year	School year plus 10 additional days

Position Summary

The Special Education Coordinator TOSA provides districtwide instructional leadership, program coordination, staff support, assessment services, and compliance monitoring for special education programs serving students from pre-K through age 22. Working under the direction of the Special Education Director, the coordinator promotes consistent, legally compliant, student-centered practices and supports staff, families, building teams, center-based programs, and transition services.

Essential Duties and Responsibilities

- Provide day-to-day coordination and instructional leadership for district special education programs serving students from early childhood through age 22.
- Enforce and uphold School Board policies, district goals, administrative procedures, and school rules in the performance of assigned responsibilities.
- Support special education teachers, related-service providers, paraprofessionals, and building teams in implementing high-quality individualized programming; collaborate with peers to enhance instructional practices, student supports, and safe learning environments.
- Assist staff with IEP development, implementation, progress monitoring, measurable goals, accommodations, modifications, services, behavior supports, and least restrictive environment decisions.
- Will administer academic achievement assessments.
- Provide special education staff with due process consultation, support, and training for accurate and timely evaluations, IEPs, prior written notices, and related documentation.
- Monitor districtwide special education due process timelines; identify approaching or missed deadlines and coordinate follow-up with responsible staff and administrators.
- Consult on eligibility, evaluations and reevaluations, transfers, manifestation determinations, discipline, and procedural requirements; attend IEP and other student-support meetings as needed.
- Coordinate and support ECSE, K-12 special education, center-based programming, extended school year services, and transition programming for students ages 18-22, as assigned.
- Support Early Childhood Special Education (ECSE) Help Me Grow referrals, including consultation, coordination, follow-up, and connection with appropriate district staff and child-find processes.
- Collaborate with the Special Education Director, principals, school psychologists, teachers, related-service providers, general education staff, students, and families to resolve programming and compliance concerns.
- Facilitate problem-solving and professional learning activities; participate in staff meetings supporting building and district goals, curriculum development, coordinated services, and student progress.
- Use relevant technology to support instruction, collaboration, data-informed decisions, and training; demonstrate proficiency with district-approved software and information systems.
- Coach staff in evidence-based academic, behavioral, social-emotional, communication, functional, and transition practices, including data collection, progress monitoring, de-escalation, and behavior-support planning.
- Develop, review, and implement special education procedures, forms, guidance documents, staff resources, and alignment with MTSS, child find, registration, scheduling, transportation, and transition systems.
- Train special education staff in Crisis Prevention Institute (CPI) and Ukeru practices; coordinate refreshers, records, certification requirements, and implementation support.
- Coordinate additional technical assistance for licensed and nonlicensed staff regarding due process, instruction, student safety, district procedures, and expectations.
- Assist with onboarding, mentoring, retention, and hiring of special education staff when requested.
- Provide temporary classroom coverage for a special education teacher when the district cannot secure a substitute, consistent with licensure, student needs, and direction from the Special Education Director.
- Manage special education paraprofessional schedules, role clarification, training, performance feedback, and evaluations; interview paraprofessional candidates as needed in collaboration with the Special Education Director and building administrators.
- Attend and support committees and advisory groups, including Special Education Advisory Council (SEAC) meetings; assist with Unified Sports planning and scheduling as needed.
- Advise the Special Education Director regarding new initiatives, program development, implementation, and continuous improvement; review and provide feedback on required state reports, data submissions, assurances, and monitoring documents.
- Assist with state and federal special education monitoring, data review, program evaluation, audits, and corrective-action activities.
- Maintain the confidentiality of student, parent/guardian, and staff information in accordance with professional ethics, FERPA, IDEA, the Minnesota Government Data Practices Act, other applicable law, and district policy.
- Serve as a district representative or administrative designee only when formally assigned and legally permitted.
- Perform other duties of a similar nature or level as assigned by the Special Education Director.

Knowledge, Skills, and Abilities

- Strong knowledge of IDEA, Minnesota special education requirements, evaluation and eligibility, IEP implementation, due process, behavior supports, progress monitoring, transition planning, confidentiality, and student safety.
- Ability to lead, coach, train, facilitate difficult conversations, and collaborate effectively with multidisciplinary

Today 11:48 AM

Add to the Dean of Students document that the daily work hours are Monday-Friday from 8:00 AM-3:30 PM. Also Change that the Dean's additional days to just a total of 6 additional days; and not have in there days at the beginning and end of the school year. leave everthing else the same

Worked for 2m 1s

Updated the Dean of Students job description to include:

- Regular work hours: Monday-Friday, 8:00 AM-3:30 PM
- A total of six additional paid days
- No reference to those days occurring at the beginning or end of the school year

All other content remains unchanged.

Download the updated Dean of Students job description

Rock_Ridge_Dean_of_Students_Life_and_Learning_C...
PDF

Go back to the Special Education Coordinator position document. Add that the job's daily work hours are 8:00 AM-3:30 PM, Monday-Friday. Change the 10 additional days to say just say ten days; and not 5 days at the beginnning of the school year and 5 at the end

Worked for 1m 54s

Also, say Coordinator may work additional days, as mutually agreed upon with the employee and special education director, and that the coordinator will be paid at the employee's daily rate of pay.

Worked for 1m 24s >

Updated the Special Education Coordinator job description to state:

- Regular hours are Monday-Friday, 8:00 AM-3:30 PM.
- The Coordinator may work up to ten additional days.
- Additional days must be mutually agreed upon by the employee and Special Education Director.
- The Coordinator will be paid at the employee's daily rate for each additional day worked.

Download the updated Special Education Coordinator job description

Rock_Ridge_Special_Education_Coordinator_TOSA_J...
Document

ChatGPT can make mistakes. Check important info.

MEMORANDUM OF UNDERSTANDING
TEACHER PREPARATION TIME
ROCK RIDGE LIFE & LEARNING CENTER

PARTIES Independent School District No. 2909, Rock Ridge Public Schools (District) and Education Minnesota-Rock Ridge Local #7394 (Exclusive Representative)

PURPOSE

The District is establishing the Rock Ridge Life & Learning Center, a special education Setting IV school serving students in kindergarten through age 22 who have intensive educational, behavioral, communication, medical, and functional needs.

The District and Exclusive Representative recognize that students attending a Setting IV school require consistent supervision, predictable routines, reliable staffing, continuity of instruction, and access to licensed teachers throughout the student day.

To support consistency across the entire building, the parties agree that teachers serving the kindergarten-grade 6 program and teachers serving the grades 7-age 22 program will follow the same preparation-time structure.

This MOU applies only to teachers assigned to the Rock Ridge Life & Learning Center. It is based on the unique operational, instructional, safety, and student-supervision needs of the Setting IV school.

AGREEMENT

1. Building-Wide Preparation-Time Structure

All teachers assigned to the Rock Ridge Life & Learning Center will receive two 50-minute preparation periods each workday, for a total of 100 minutes of preparation time per day.

The teacher duty day is from 8:00 a.m. to 3:30 p.m., Monday-Friday. Teacher preparation time is from 8:10 a.m. to 9:00 a.m. and from 2:30 p.m. to 3:20 p.m. daily. Teachers will have a 30-minute duty-free lunch.

This preparation-time structure will apply equally to:
- Teachers assigned to the kindergarten-grade 6 program; and
- Teachers assigned to the grades 7-age 22 program, including the transition program.

2. Scheduling of Preparation Periods

The two daily preparation periods will be scheduled as follows:
- One 50-minute preparation period before the students' school day begins; and
- One 50-minute preparation period after the students' school day ends.

Both preparation periods will occur within the teachers' established contractual duty day unless the District, Exclusive Representative, and affected teacher agree to a different arrangement in writing.

The regular preparation-time schedule will be the same for teachers in the kindergarten-grade 6 program and teachers in the grades 7-age 22 program. The specific starting and ending times will be established in the building's annual staff schedule.

3. Amount of Preparation Time

This MOU establishes two daily 50-minute preparation periods for each teacher assigned to the Life & Learning Center.

The preparation periods provided under this MOU satisfy the preparation-time requirements of the collective bargaining agreement.

Nothing in this MOU is intended to reduce the amount of preparation time established by this agreement.

4. Safety Training and Debriefing

Because the Life & Learning Center is a Setting IV school serving students with intensive needs, the parties recognize that safety training and timely debriefing are essential professional responsibilities.

Teachers are required to attend up to five hours of training during the school year. These five hours of training replace the five hours of substitute teaching required under the collective bargaining agreement. The training will be conducted during the school day. Any required training during the school year beyond the five hours described above that occurs during a teacher's preparation time will be compensated at the summer school rate of pay.

5. Additional Student Coverage

When classes are combined and/or a teacher takes on additional students from another class, the teacher will be paid $42 per hour.

6. Duration

This MOU becomes effective for the 2026-2027 school year.

This MOU contains the complete agreement between the District and Exclusive Representative regarding the amount, scheduling, and authorized uses of teacher preparation time at the Rock Ridge Life & Learning Center.

Any amendment must be made in writing and signed by both parties.

SIGNATURES

FOR INDEPENDENT SCHOOL DISTRICT NO. 2909
ROCK RIDGE PUBLIC SCHOOLS

______________________________	______________________________
Superintendent	Date
______________________________	______________________________
School Board Chair	Date
______________________________	______________________________
Special Education Director	Date

FOR EDUCATION MINNESOTA-ROCK RIDGE LOCAL #7394

______________________________	______________________________
Local President	Date
______________________________	______________________________
Negotiation Chair	Date

F.Y.	Cost Center	Obj. Code	Amount	Vendor #	P.O. #
2027					

STATE OF MINNESOTA

MINNESOTA STATE COLLEGES AND UNIVERSITIES

MINNESOTA NORTH COLLEGE

INCOME CONTRACT

FOR POSTSECONDARY ENROLLMENT OPTIONS (PSEO) BY CONTRACT

This contract is by and between Rock Ridge Public School, ISD #2909; 1405 Progress Parkway, Virginia, MN 55792 (hereinafter "SCHOOL DISTRICT") and the State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Minnesota North College (hereinafter "COLLEGE/UNIVERSITY”). This contract does not apply to concurrent enrollment courses.

WHEREAS, the SCHOOL DISTRICT has a need for a specific service provided by COLLEGE/UNIVERSITY in accordance with Minnesota Statutes §124D.09 and Minnesota State Board Policy 3.5 and System Procedure 3.5.1; and applicable COLLEGE/UNIVERSITY policies.

WHEREAS, the COLLEGE/UNIVERSITY, is empowered to enter into income contracts pursuant to Minnesota Statutes, Chapter 136F;

NOW, THEREFORE, it is agreed:

I. DUTIES OF SCHOOL DISTRICT. The SCHOOL DISTRICT agrees to provide the following:
   a. Perform all duties as required by the Postsecondary Enrollment Options Act (M.S. 124D.09) (Attachment A) and Minnesota State Board Policy 3.5 and System Procedure 3.5.1 (Attachment B).

II. DUTIES OF COLLEGE/UNIVERSITY. COLLEGE/UNIVERSITY agrees to provide the following:
   a. Perform all duties as required by the Postsecondary Enrollment Options Act (M.S. 124D.09) (Attachment A) and Minnesota State Board Policy 3.5 and System Procedure 3.5.1 (Attachment B).

III. DUTIES OF COLLEGE/UNIVERSITY and SCHOOL DISTRICT. Both the SCHOOL DISTRICT and the COLLEGE/UNIVERSITY agree to:
   a. Perform all duties as required by the Postsecondary Enrollment Options Act (M.S. 124D.09) (Attachment A) and Minnesota State Board Policy 3.5 and System Procedure 3.5.1 (Attachment B); and all other duties as stipulated in Attachment C.

IV. <u>CONSIDERATION AND TERMS OF PAYMENT</u>.

A. <u>Consideration</u> for all services performed by the COLLEGE/UNIVERSITY pursuant to this contract shall be paid by the SCHOOL DISTRICT limited to the courses listed in Attachment D as follows:

1) The SCHOOL DISTRICT will be invoiced by the COLLEGE/UNIVERSITY at the respective academic year rate for tuition, fees, and textbook rental per credit hour per student as follows.

Academic Year	Rate
2026-2027	$256.22

2) Additional fees required for students to complete course(s) shall be negotiated between the two parties and described here.

3) Other non-required costs related to course specific software and tools are the responsibility of the student and described here.

B. <u>Terms of Payment</u>. Payments shall be made by the SCHOOL DISTRICT as follows:

1) Invoices will be sent by the COLLEGE/UNIVERSITY to the SCHOOL DISTRICT by December 1, 2026 in the fall and May 1, 2027 in the spring.

2) Payments to the COLLEGE/UNIVERSITY by the SCHOOL DISTRICT for the tuition/fees/textbooks charge for each semester will be made within thirty (30) days of the SCHOOL DISTRICT receiving the invoice.

V. <u>TERM OF CONTRACT</u>. This contract shall be effective on August 24, 2026, **or upon the date that the final required signature is obtained by the COLLEGE/UNIVERSITY, whichever occurs later,** and shall remain in effect until May 13, 2027, or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first. The COLLEGE/UNIVERSITY understands that NO work should begin under this contract until ALL required signatures have been obtained, and the COLLEGE/UNIVERSITY is notified to begin work by the SCHOOL DISTRICT's Authorized Representative.

This agreement is effective for the 2026-2027 Academic Year(s).

<u>VI.</u> <u>CANCELLATION</u>. This contract may be canceled by the COLLEGE/UNIVERSITY or the SCHOOL DISTRICT at any time, with or without cause, upon thirty (30) days' written notice to the other party. In the event of such a cancellation, the COLLEGE/UNIVERSITY shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.

VII. AUTHORIZED REPRESENTATIVES.

THE COLLEGE/UNIVERSITY'S AUTHORIZED REPRESENTATIVE. The COLLEGE'S Authorized Representative for the purposes of administration of this contract is:

Name: Richard Kangas, Dean of K-12 Engagement
Address: 1851 East Highway 169, Grand Rapids, MN 55744
Telephone: 218.322.2319
E-Mail: richard.kangas@minnesotanorth.edu
Fax: 218-322-2325

THE SCHOOL DISTRICT'S AUTHORIZED REPRESENTATIVE. The SCHOOL DISTRICT'S Authorized Representative for the purposes of administration of this contract is:

Name: Noel Schmidt
Address: 1405 Progress Parkway, Virginia, MN 55792
Telephone: 218-742-3901
E-Mail: noel.schmidt@rrps.org
Fax: 218-744-4381

The SCHOOL DISTRICT'S Authorized Representative shall have final authority for acceptance of the COLLEGE/UNIVERSITY services and, if such services are accepted as satisfactory, shall so certify on each invoice submitted pursuant to Clause II, paragraph B.

VIII. ASSIGNMENT. The SCHOOL DISTRICT shall neither assign nor transfer any rights or obligations under this contract without the prior written consent of the COLLEGE/UNIVERSITY.

IX. LIABILITY. Each party will be responsible for its own acts and behavior and the results thereof. The COLLEGE/UNIVERSITY and the SCHOOL DISTRICT's liability is governed by the Minnesota Tort Claims, Act, Minn. Stat. § 3.736, and other applicable laws.

X. AMERICANS WITH DISABILITIES ACT COMPLIANCE (hereinafter "ADA"). The SCHOOL DISTRICT is responsible for complying with the ADA Act, 42 U. S. C. 12101, et seq. and regulations promulgated pursuant to it for educational services it provides to its students. The COLLEGE/UNIVERSITY will inform students of support services available at COLLEGE/UNIVERSITY but IS NOT responsible for issues or challenges related to compliance with the ADA beyond its own routine use of facilities, services, or other areas covered by the ADA.

XI. AMENDMENTS. Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract or their successors in office.

XII. GOVERNMENT DATA PRACTICES ACT. Both parties must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by either party in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by either party in accordance with this contract. The civil remedies of Minnesota Statutes Section 13.08, apply to the release of the data referred to in this Article by either the SCHOOL DISTRICT or the COLLEGE/UNIVERSITY. In the event either party receives a request to release the data referred to in this Article, the receiving party must immediately notify the other and receive instructions from the other party concerning the release of the data to the requesting party before the data is released.

XIII. JURISDICTION AND VENUE. This contract shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or the breach thereof, shall be in the state or federal court with competent jurisdiction in St. Louis County, Minnesota.

XIV. AUDITS. The books, records, documents, and accounting procedures and practices of either party relevant to this contract shall be subject to examination by the contracting department and the Legislative Auditor for the COLLEGE/UNIVERSITY and the State Auditor for the SCHOOL DISTRICT.

XV. OTHER PROVISIONS. (Attach additional page(s) if necessary):

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

APPROVED:
1. MINNESOTA STATE COLLEGES AND UNIVERSITIES
Minnesota North College

By (authorized college/university/office of the chancellor initiating agreement)
Title: Dean of K-12 Engagement
Date:

2. SCHOOL DISTRICT:

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

By (authorized signature)
Title:
Date:

DEPARTMENT OF EDUCATION

Child and Adult Care Food Program
Renewal of Vended Meal Contract
Program Year 2026-2027

An Institution that participates in the Child and Adult Care Food Program (CACFP) and contracts for vended meals must use this contract renewal template to meet program requirements.

With the exception of provisions in this renewal template that require information to be inserted (reflected by "blanks"), no changes or additions may be made to the standard provisions of this renewal template **unless approved by the Minnesota Department of Education (MDE) prior to execution of the renewal**. *Instruction text in the template is in italics.*

MDE's prototype contract with a food service management company (FSMC) provides for an initial term of one year, with up to four additional one-year renewal periods (a total of five years). As such, FSMC contracts that started with the 2022-2023 program year or later are eligible for renewal for the 2026-2027 program year, if both parties have mutually agreed to renew and if not otherwise prohibited by local procurement rules.

This renewal document may not be appropriate if there are material changes to the terms of the original Contract (such as a large increase in the number of meals or addition of sites) that alters the scope of work or increases the amount of the original Contract (with the exception of the standard Consumer Price Index adjustment to the meal pricing). If such changes are intended to be incorporated into this renewal, contact MDE's Nutrition Program Services for assistance as soon as possible at 651-582-8526, 800-366-8922 (Minnesota Toll-free) or mde.fns@state.mn.us.

1. **Purpose**

   Institution ARROWHEAD ECONOMIC OPPORTUNITY AGENCY [Cyber-Linked Interactive Child Nutrition Systems (CLiCS) Identification Number: 1000003768] and Vendor ISD # 2909 ROCK RIDGE INAC originally entered into a contract for vended meals for program year 2024-2025 ("the Contract") [*insert the program year of the first year of the contract, for example, 2023-2024*]. The Contract provided for up to four one-year renewal periods, upon mutual agreement of Institution and Vendor.

2. **Renewal of the Contract**

   Institution and Vendor mutually agree to renew the Contract for the additional period indicated below, which does not exceed one year.

This renewal period will be the 3RD year of the Contract. [*insert 2nd, 3rd, 4th or 5th*]

Start Date for Renewal Period: 9/8/2026 End Date for Renewal Period: 5/31/2027

3. **Adjusted Fixed Meal Prices**

The federal regulations which govern the CACFP mandate specific meal component and pattern requirements. Vendor will provide meals that meet all the required components for a meal found in 7 CFR 226.20. Vendor's fixed meal prices have accounted for all of the meal components required by the applicable federal regulations. Each fixed price is "all-inclusive", meaning it includes any and all fees and costs incurred by Vendor in preparing and delivering the meals to Institution. No other fees, costs, charges, taxes or other expenses are allowed under this Contract.

Agreed-upon fixed meal prices are identified in the table below and have been calculated by multiplying the previous contract period's [program year 2025-2026] fixed meal price by the percent increase and adding that amount to the previous contract period's fixed meal price.

The maximum percent increase is 4.0, based on the Consumer Price Index for the 2025 - 2026 term.

Meal Service	25-26 Fixed Meal Price	Percent Increase	Increase Amount	26-27 Fixed Meal Price
Breakfast with milk	*$ 4.00*	*4.0%*	*$0.16*	*$4.16*
Breakfast without milk	*$ 3.00*	*4.0%*	*$0.12*	*$3.12*
BREAKFAST WITH MILK	$ 2.60	4 %	$ .11	$ 2.76
LUNCH WITH MILK	$ 4.20	4 %	$ .17	$ 4.37
ADULT LUNCH	$ 5.05	11 %	$ .60	$ 5.65
	$	%	$	$
	$	%	$	$
	$	%	$	$

4. **Termination**

If either party commits a material breach, the non-breaching party may terminate this agreement for cause by giving 60 days' written notice. If the breach is remedied prior to the proposed termination date, the non-breaching party may elect to continue this contract. Institution and Vendor may only terminate the contract without cause or for convenience if both parties mutually agree to terminate the contract.

5. **Estimated Contract Amount**

Meal Service	Fixed Price per Meal ("Price")	# of Operating Months ("Mos.")	Average # Service Days per Month ("Days")	Average # of Meals Served per Day ("Meals")	Total = Price x (Mos. x Days x Meals)
BREAKFAST	2.76	9	17	18	7601.04
LUNCH	4.37	9	17	18	12034.98
				Total Estimated Contract Amount:	19,636.02

6. **Program Requirements**

Vendor remains obligated to comply with the regulations and guidance of the United States Department of Agriculture and the Minnesota Department of Education that are applicable to the CACFP, including but not limited to 7 CFR Part 226 and 2 CFR Parts 200 and 400, and additions or amendments thereto.

7. **Original Contract Terms**

Unless a provision of the original Contract is specifically modified in this renewal document, all terms, provisions and conditions as set forth in the original Contract remain unmodified and in full force and effect. In cases of direct conflict between provisions in the original Contract and provisions in this renewal document, the provisions of this renewal document control.

8. **Certifications**

By executing this renewal document, Vendor expressly and specifically agrees that:

a. Each Certification, Certificate and Assurance attached to the original Contract (or, in the case of the Assurance of Civil Rights Compliance, attached to a renewal document) remains true and accurate as of the date of Vendor's signature on this renewal document;

b. Vendor will continue to comply with each and every Certification contained in the "Certifications" section of the original Contract, including those regarding compliance with applicable civil rights laws;

c. A copy of Vendor's current and valid food and beverage license is attached to this renewal document; and

d. Select one of the following:

i. ☑ there is no family or business relationship between Vendor and any principal of Institution and that the renewal of the original Contract causes no prohibited conflict of interest; or

ii. ☐ that a family or business relationship between Vendor and any principal of Institution exists and that Institution has completed a "Specific Prior Written Approval" form, submitted it to MDE, and that MDE has granted approval for the execution of this document to renew the original Contract between Institution and Vendor notwithstanding the relationship.

9. Other Modifications

☐ If this box is checked, Institution and Vendor have agreed to additional minor modifications to the terms of the original Contract, which have been preapproved by MDE and are attached to this renewal document on a separate sheet labeled "Other Modifications".

Signatures

Institution Name: ARROWHEAD ECONOMIC OPPORTUNITY AGENCY

Name of Authorized Representative: MARK PAGE

Signature of Authorized Institution Representative: ______________________

Title: AEOA EXECUTIVE DIRECTOR Date: __________

Institution Contact – Name: GABE JOHNSON

Phone: 218-748-7335 Email: gabriel.johnson@aeoa.org

Vendor Name: ISD # 2909 ROCK RIDGE INAC

Address: 1405 PROGRESS PKWY VIRGINIA MN 55792

Location where meals are produced if different: 506 9TH AVE W VIRGINIA MN 55792

Authorized Representative: DR NOEL SCHMIDT

Signature of Authorized Vendor Representative: ______________________

Title: SUPERINTENDENT Date: __________

Vendor Contact – Name: TONJA CUNNINGHAM

Phone: 218-208-0854 Email: tonja.cunningham@isd701.org