



Jordan School District #717  
Regular Meeting Agenda

Monday, April 12, 2021 at 6:30 PM  
Regular Meeting  
CERC Multi-purpose Room  
500 Sunset Drive; Suite 3  
Jordan, MN 55352

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**your address, and invite you to the podium during the scheduled time for open forum/public comments.**



**School Board Meeting Agenda  
Non Board Approved**

Monday, March 8, 2021 at 6:30 PM  
Regular Meeting  
CERC Multi-purpose Room / Google Meet  
500 Sunset Drive; Suite 3  
Jordan, MN 55352

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**1. Call to Order**

- D. Pauly called the meeting to order at 6:30 pm.

**2. Pledge of Allegiance**

**3. Roll Call**

- Present: Deb Pauly, Sandy Burke (Remote), Connie Hennen, Lauren Pedersen, Sara Lehnen, and Molly Monyok
- Absent: Ryan Dahnert and Olivia Rausch (Student Rep.)

**4. Consideration of Agenda**

- Motion to pull from the consent agenda item 6.6. New Hire – ES LTS Teacher – Molly Huss made by L. Pedersen, Seconded C. Hennen
- Roll Call Vote: D. Pauly – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aya; Passed 6-0

**5. Public Comments**

- Brian Buesgens' public comment.

**6. Consent Agenda**

- 6.1. Minutes
  - 2/8/21 – Regular Meeting
- 6.2. Monthly Finance Reports
  - Amy Hafemann provided reports for the board to review.
- 6.3. Donations

○ Cliff Klehr	JPS Band Program	Flute
○ Mighty Cause	Food Shelf	\$ 45.00
○ Marilyn Ceyress	Band Dept.	\$ 50.00
○ MN Valley Electric	MS Backpack Program	\$500.00
- 6.4. Policies
  - 6.4.1. 432 Return to Work - First and Final Reading
  - 6.4.2. 508 Extended School Year for Certain Students with Individualized Education Programs - First and Final Reading
  - 6.4.3. 516 Student Medication - First and Final Reading
  - 6.4.4. 523 Policies Incorporated by Reference - First and Final Reading

- 6.4.5. 530 Immunization Requirements & Form - First and Final Reading
- 6.4.6. 535 Service Animals in Schools & Form - First of Three Readings
- 6.4.7. 601 School District Curriculum & Instruction Goals - First and Final Reading
- 6.4.8. 602 Organization of School Calendar and School Day - First and Final Reading
- 6.4.9. 607 Organization of Grade Levels - First and Final Reading
- 6.4.10. 620 Credit for Learning - First and Final Reading
- 6.4.11. 720 Vending Machines - First and Final Reading
- 6.4.12. 825 Animals on School Property - First and Final Reading
- 6.5. New Hire - ES Special Education Paraprofessional - Paige Stivers
- 6.6. New Hire - ES LTS Teacher - Molly Huss
- 6.7. New Hire - LTS MS Teacher - Christina Harrison
- 6.8. FMLA Request - MS Teacher - Kaylee Doherty
- 6.9. Resignation - HS Special Education Paraprofessional - Diane Hauer
- 6.10. Resignation - ES Building Administrative Assistant - Aileen Dalton
- 6.11. Resignation - CERC Front Desk Assistant - Claire Johnson
- 6.12. Resignation - Communication, Marketing, and Event Director - Kat Pass
  - Motion to approve the consent agenda made by L. Pedersen, Seconded S. Lehnen
  - Roll Call Vote: D. Pauly – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aya; Passed 6-0

## 7. Action / Discussion Items

- 7.0. New Hire – ES LTS Teacher – Molly Huss
  - Motion to approve made by L. Pedersen, Seconded M. Monyok
  - Roll Call Vote: D. Pauly – Aye, S. Burke – Aye, C. Hennen – Abstain, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aya; Passed 5-0-1
- 7.1. 2021-2022 Budget Projections
  - Amy Hafemann & Ranae Case Evenson provided an update on the FY21 revised budget. At June 30, 2021, the district is projected to overspend by \$157,000. For FY22, based on enrollment projections, the district is projected to overspend by \$790,000. Actual enrollment and legislative action could shift this number. In order to decrease the deficit and protect the district's unassigned fund balance, decisions will be made by the administration to balance the budget. Recommendations will be brought to the board for consideration on March 22<sup>nd</sup>, 2021.
- 7.2. Review and Act on Resolution Directing Administration to Make Recommendations for Reductions in Programs and Positions
  - In relation to Item 7.1. and balancing the budget, this resolution allows the district's administration to recommend reductions in programs and positions.
  - Motion to approve the resolution made by C. Hennen, Seconded S. Burke
  - Roll Call Vote: D. Pauly – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aya; Passed 6-0
- 7.3. Review and Act on the AIPAC Annual Compliance Overview and Resolution
  - This is an annual requirement for districts with an American Indian Parent Advisory Committee.
  - Motion to approve made by S. Burke, Seconded M. Monyok

- Roll Call Vote: D. Pauly – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aya; Passed 6-0
- 7.4. Review and Act on FY22 Achievement and Integration Budget
  - Erin Hjelmeland presented the FY22 budget summary and 2020-23 plan goals. The budget available for these goals for FY22 is \$174,434.
  - Motion to approve the budget made by C. Hennen, Seconded S. Lehnen
  - Roll Call Vote: D. Pauly – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aya; Passed 6-0

**8. Board and Administrative Reports**

- 8.1. Superintendent's Report
- 8.2. HS Principal's Report
- 8.3. MS Principal's Report
- 8.4. ES Principal's Report
- 8.5. Director of Teaching and Learning's Report
- 8.6. Activities Director's Report
- 8.7. Community Education & Recreation Director's Report
- 8.8. Communication, Marketing, and Event Director's Report
- 8.9. Nutritional Services Director's Report
- 8.10. Special Services Director's Report
- 8.11. School Board Member Reports / Committee Reports
  - 2/12/21: SCALE
  - 2/17/21: Booster Club
  - 2/24/21: Joint Powers
  - 3/1/21: Policy Committee
  - 3/1/21: Community Ed & Rec.
  - 3/15/21: Curriculum & Technology
  - 3/18/21: AIPAC

**9. Adjourn Regular Meeting**

- Motion to adjourn the meeting at 7:45 pm made by C. Hennen, Seconded S. Burke
- Roll Call Vote: D. Pauly – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aya; Passed 6-0

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School Board Clerk

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Date



**School Board Meeting Minutes  
Non Board Approved**

Monday, March 22, 2021 at 7:00 PM  
Special Meeting  
CERC Multi-purpose Room / Google Meet  
500 Sunset Drive; Suite 3  
Jordan, MN 55352

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**1. Call to Order**

- D. Pauly called the meeting to order at 7:05 pm.

**2. Pledge of Allegiance**

**3. Roll Call**

- Present: Deb Pauly, Ryan Dahnert, Sandy Burke (Remote), Connie Hennen, Lauren Pedersen (Remote), Sara Lehnen, and Molly Monyok.
- Absent: Olivia Rausch (Student Rep.)

**4. Consideration of Agenda**

- D. Pauly requested to remove Action Item 6.9. Review and Act on Resolution Relating to the Termination and Non-Renewal of the Teaching Contract - Employee #7 and replace it as Consent Item 5.3. Resignation – Preschool Teacher – Shelby Thiner.
- Motion to approve made by R. Dahnert, Seconded C. Hennen
- Roll Call: D. Pauly – Aye, R. Dahnert – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aye Passed 7-0

**5. Consent Agenda**

- 5.1. Resignation - MS Teacher - Alicia Lhotka
- 5.2. Retirement - ES Media Specialist - Diane Hesse
- 5.3. Resignation – Preschool Teacher – Shelby Thiner
  - Motion to approve the consent agenda made by S. Burke, Seconded L. Pedersen
  - Roll Call: D. Pauly – Aye, R. Dahnert – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aye Passed 7-0

**6. Action / Discussion Items**

- 6.1. Review and Act on Budget Reduction Recommendations
  - The recommended budget reductions totalling \$861,533 were discussed at the 3/22/21 Workshop Meeting.
  - Motion to approve made by R. Dahnert, Seconded C. Hennen
  - Roll Call: D. Pauly – Aye, R. Dahnert – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aye Passed 7-0
- 6.2. Review and Act on Resolution Discontinuing Programming and Reducing Educational Programs and Positions
  - This resolution lists the staffing positions to be discontinued after the 20-21 school year.
  - Motion to approve made by R. Dahnert, Seconded C. Hennen
  - Roll Call: D. Pauly – Aye, R. Dahnert – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aye Passed 7-0
- 6.3. Review and Act on Resolution Relating to the Termination and Non-Renewal of the Teaching Contract - Employee #1- Taylor Soine
  - This resolution is to terminate the contract for probationay teacher Taylor Soine at the close of the 20-21 school year.
  - Motion to approve made by R. Dahnert, Seconded C. Hennen
  - Roll Call: D. Pauly – Aye, R. Dahnert – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aye Passed 7-0
- 6.4. Review and Act on Resolution Relating to the Termination and Non-Renewal of the Teaching Contract - Employee #2 – Britney Schulz
  - This resolution is to terminate the contract for probationay teacher Britney Schulz at the close of the 20-21 school year.
  - Motion to approve made by L. Pedersen, Seconded R. Dahnert
  - Roll Call: D. Pauly – Aye, R. Dahnert – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aye Passed 7-0
- 6.5. Review and Act on Resolution Relating to the Termination and Non-Renewal of the Teaching Contract - Employee #3 – Jessica Hoffman
  - This resolution is to terminate the contract for probationay teacher Jessica Hoffman at the close of the 20-21 school year.
  - Motion to approve made by S. Burke, Seconded L. Pedersen
  - Roll Call: D. Pauly – Aye, R. Dahnert – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aye Passed 7-0
- 6.6. Review and Act on Resolution Relating to the Termination and Non-Renewal of the Teaching Contract - Employee #4 – Leo Willaert
  - This resolution is to terminate the contract for probationay teacher Leo Willaert at the close of the 20-21 school year.
  - Motion to approve made by L. Pedersen, Seconded C. Hennen

- Roll Call: D. Pauly – Aye, R. Dahnert – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aye Passed 7-0
- 6.7. Review and Act on Resolution Relating to the Termination and Non-Renewal of the Teaching Contract - Employee #5 – Sean O'Brien
  - This resolution is to terminate the contract for probationary teacher Sean O'Brien at the close of the 20-21 school year.
  - Motion to approve made by C. Hennen, Seconded R. Dahnert
  - Roll Call: D. Pauly – Aye, R. Dahnert – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aye Passed 7-0
- 6.8. Review and Act on Resolution Relating to the Termination and Non-Renewal of the Teaching Contract - Employee #6 – Max Haakonson
  - This resolution is to terminate the contract for probationary teacher Max Haakonson at the close of the 20-21 school year.
  - Motion to approve made by L. Pedersen, Seconded S. Burke
  - Roll Call: D. Pauly – Aye, R. Dahnert – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aye Passed 7-0
- 6.9. Review and Act on Resolution Relating to the Termination and Non-Renewal of the Teaching Contract - Employee #7 – Shelby Thiner
  - This action item was removed from the agenda.
- 6.10. Review and Act on Resolution Relating to a Severance Incentive for Teachers
  - The district has proposed a one-time severance incentive package to employees. If interested, eligible employees need to submit an application and letter of resignation by 4:00pm on 4/9/21.
  - Motion to approve made by R. Dahnert, Seconded M. Monyok
  - Roll Call: D. Pauly – Aye, R. Dahnert – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aye Passed 7-0
- 6.11. Review and Act on Education Identity and Access Management Board Resolution
  - This is an annual resolution required by the MDE giving a district representative authorization to give employees access to MDE secure systems.
  - Motion to approve made by S. Burke, Seconded S. Lehnen
  - Roll Call: D. Pauly – Aye, R. Dahnert – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aye Passed 7-0

## 7. Adjourn Special Meeting

- Motion to adjourn the meeting at 7:25pm made by R. Dahnert, Seconded C. Hennen

- Roll Call: D. Pauly – Aye, R. Dahnert – Aye, S. Burke – Aye, C. Hennen – Aye, L. Pedersen – Aye, S. Lehnen – Aye, M. Monyok – Aye Passed 7-0

\_\_\_\_\_  
School Board Clerk

\_\_\_\_\_  
Date



**School Board Meeting Minutes  
Non Board Approved**

Monday, March 22, 2021 at 6:30 PM  
Workshop Meeting  
CERC Multi-purpose Room / Google Meet  
500 Sunset Drive; Suite 3  
Jordan, MN 55352

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**1. FY22 Budget Review and Discussion on Reductions**

- Amy Hafemann and Ranae Case Evenson provided an update on the FY21 revised budget and unassigned fund balance as well as the projected FY22 budget. The FY22 budget is dependent on many factors including enrollment, state aid, and ESSER II funds. The district is projected to overspend by \$790,000 in FY22. The administrative team and school board have discussed priorities and how to use a systemic process to balance the budget. Recommendations to reduce programming and staffing totalling \$861,533 were drafted and will be presented to the school board for consideration at the Special Meeting on March 22<sup>nd</sup>, 2021.

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School Board Clerk

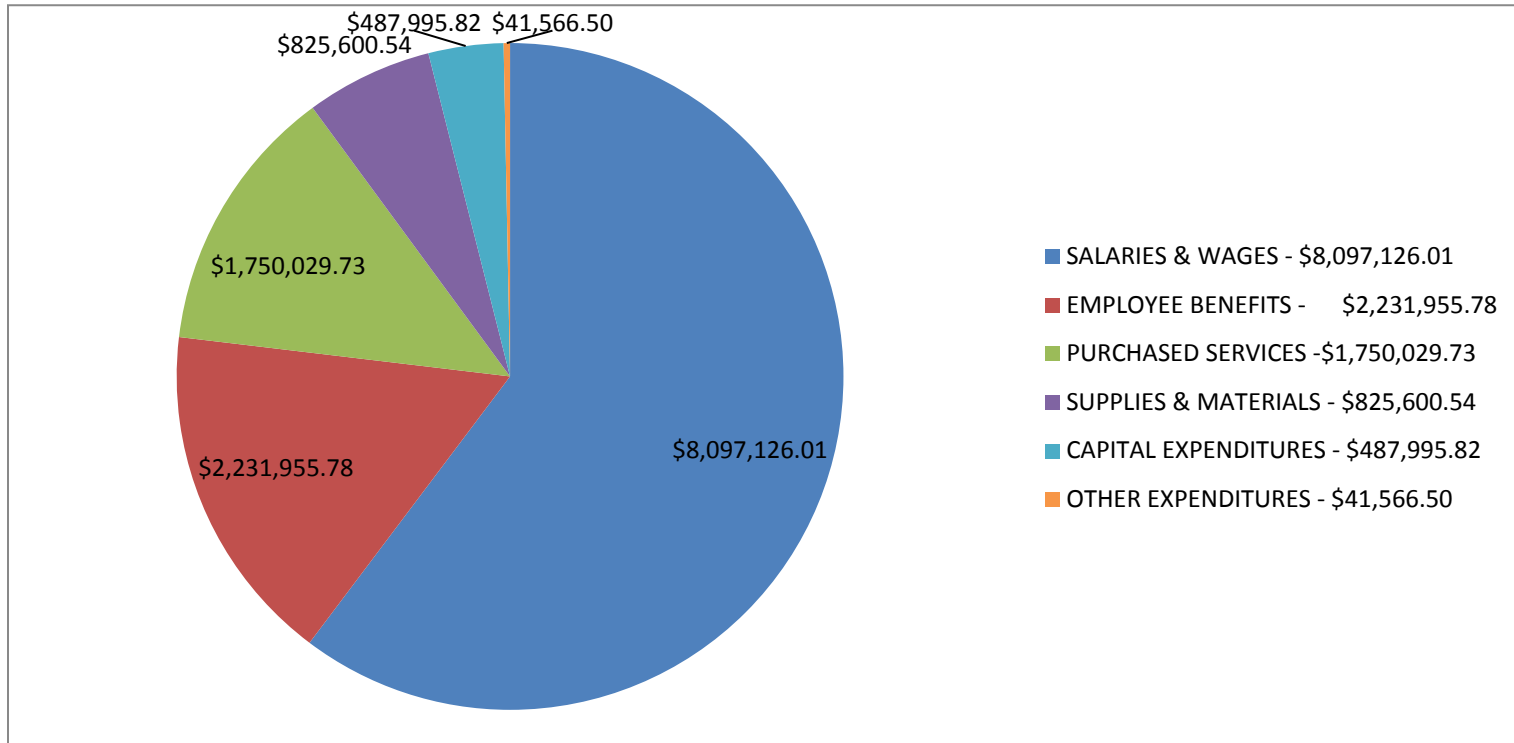
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Date



## FUND 01 - EXP GUIDELINE BY OBJECT

APRIL 2021





District Office  
500 Sunset Drive, Suite #1  
Jordan, Minnesota 55352  
952-492-6200 main | 952-492-4445 fax

**AMY HAFEMANN**  
Director of Finance  
ahafemann@isd717.org

April 6, 2021

Board of Education Meeting

### **Finance Report**

April financial reports show activity that has been completed thru March, 2021.

The Vendor Payment Register gives the detailed activity of all vendors that have been paid in the month of March. For the month of March, checks written out of the Student Activity Account totaled \$58.02. The Payroll voucher register shows the payroll liability payments that were made in the month of March.

The pie chart shows the expenses by object codes in the General Fund that were paid thru March, 2021. This chart is as current as can be at this time.

I have been keeping a close eye on the approved Revised Budget for this fiscal year, and am also looking ahead and planning for the Adopted Budget which will need to be approved in May or June 2021. It is still uncertain as to what school districts will receive concerning state aid for the next biennium, but will definitely keep the board of education updated with any news.

We did get confirmation on a portion of the ESSER II funds. The amount the district will be eligible to receive is \$439,994. Now we will be awaiting documentation as to how those funds can be spent.

## Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
24385	AFLAC	0717	001			
			B 01	215 060	American Family/Flex Cancer	Wire
PO#:	Voucher #:		114768	Invoice	Invoice No: S2021170	Paid Amt: \$61.90
			B 01	215 060	American Family/Flex Cancer	Paid Amt: \$61.90
PO#:	Voucher #:		114888	Invoice	Invoice No: S2021180	Paid Amt: \$61.90
						Check Amount: \$123.80
<b>Vendor Total:</b>						<b>\$123.80</b>
28892	AVIBEN	0717	001			
			B 01	215 056	American Express	Wire
PO#:	Voucher #:		114767	Invoice	Invoice No: S2021170	Paid Amt: \$2,180.89
			B 01	215 055	Equitable Life	Paid Amt: \$2,580.94
PO#:	Voucher #:		114771	Invoice	Invoice No: S2021170	Paid Amt: \$537.52
			B 01	215 050	ECONOMIC SERVICES	Paid Amt: \$471.13
PO#:	Voucher #:		114772	Invoice	Invoice No: S2021170	Paid Amt: \$134.31
			B 01	215 053	Fidelity Investment	Paid Amt: \$316.68
PO#:	Voucher #:		114774	Invoice	Invoice No: S2021170	Paid Amt: \$896.16
			B 01	215 068	ING/Aetna	Paid Amt: \$130.00
PO#:	Voucher #:		114775	Invoice	Invoice No: S2021170	Paid Amt: \$450.99
			B 01	215 080	First Investors Corporation	Paid Amt: \$896.16
PO#:	Voucher #:		114776	Invoice	Invoice No: S2021170	Paid Amt: \$130.00
			B 01	215 064	Franklin Templeton	Paid Amt: \$4,957.61
PO#:	Voucher #:		114777	Invoice	Invoice No: S2021170	Paid Amt: \$5,874.39
			B 01	215 069	Orchard Trust/Great West	Paid Amt: \$334.02
PO#:	Voucher #:		114778	Invoice	Invoice No: S2021170	Paid Amt: \$291.67
			B 01	215 078	Horace Mann	Paid Amt: \$1,255.13
PO#:	Voucher #:		114779	Invoice	Invoice No: S2021170	Paid Amt: \$813.19
			B 01	215 068	ING/Aetna	Paid Amt: \$813.19
PO#:	Voucher #:		114779	Invoice	Invoice No: S2021170	Paid Amt: \$291.67
			B 01	215 077	Modern Woodmen	Paid Amt: \$1,255.13
PO#:	Voucher #:		114785	Invoice	Invoice No: S2021170	Paid Amt: \$291.67
			B 01	215 061	New York Life	Paid Amt: \$1,255.13
PO#:	Voucher #:		114787	Invoice	Invoice No: S2021170	Paid Amt: \$813.19
			B 01	215 057	Thrivent Financial	Paid Amt: \$813.19
PO#:	Voucher #:		114791	Invoice	Invoice No: S2021170	Paid Amt: \$813.19
			B 01	215 067	Valic	Paid Amt: \$813.19
PO#:	Voucher #:		114793	Invoice	Invoice No: S2021170	Paid Amt: \$813.19
						Check Amount: \$20,773.64
<b>Vendor Total:</b>						<b>\$20,773.64</b>
			001			Wire
			B 01	215 056	American Express	Paid Amt: \$2,180.89
PO#:	Voucher #:		114887	Invoice	Invoice No: S2021180	Paid Amt: \$2,180.89

## Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type	Amount
28892	AVIBEN	0717	001		Wire	
		B 01 215 055				\$2,439.26
PO#:	Voucher #:	114891	Invoice	3/31/2021	Paid Amt:	\$2,439.26
		B 01 215 050				
PO#:	Voucher #:	114892	Invoice	3/31/2021	Paid Amt:	\$537.52
		B 01 215 053				
PO#:	Voucher #:	114894	Invoice	3/31/2021	Paid Amt:	\$471.13
		B 01 215 068				
		B 01 215 080				
PO#:	Voucher #:	114895	Invoice	3/31/2021	Paid Amt:	\$450.99
		B 01 215 064				
PO#:	Voucher #:	114896	Invoice	3/31/2021	Paid Amt:	\$896.16
		B 01 215 069				
PO#:	Voucher #:	114897	Invoice	3/31/2021	Paid Amt:	\$130.00
		B 01 215 078				
PO#:	Voucher #:	114898	Invoice	3/31/2021	Paid Amt:	\$4,987.67
		B 01 215 068				
PO#:	Voucher #:	114899	Invoice	3/31/2021	Paid Amt:	\$5,874.39
		B 01 215 077				
PO#:	Voucher #:	114903	Invoice	3/31/2021	Paid Amt:	\$334.02
		B 01 215 061				
PO#:	Voucher #:	114905	Invoice	3/31/2021	Paid Amt:	\$291.67
		B 01 215 057				
PO#:	Voucher #:	114910	Invoice	3/31/2021	Paid Amt:	\$1,255.13
		B 01 215 067				
PO#:	Voucher #:	114912	Invoice	3/31/2021	Paid Amt:	\$813.19
					Check Amount:	\$20,662.02
					Vendor Total:	\$41,435.66
11747	BLUE CROSS & BLUE SHIELD	0717	001		Wire	
		B 01 215 020				\$84,816.88
PO#:	Voucher #:	114769	Invoice	3/31/2021	Paid Amt:	\$84,816.88
		B 01 215 020				
		B 01 215 024				\$7,336.10
		B 01 215 020				(\$477.03)
PO#:	Voucher #:	114889	Invoice	3/31/2021	Paid Amt:	\$90,939.47
					Check Amount:	\$175,756.35
					Vendor Total:	\$175,756.35

## Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank No	Check No	Pmt/Void Date	Pmt Type
<b>24229</b>					
EDUCATION MINNESOTA - JORDAN					
	0717	001	105475		
		B 01 215 039			
PO#:	Voucher #:	114780	Invoice	3/15/2021	Check
			Invoice No: S2021170		\$12,514.82
					<b>Paid Amt: \$12,514.82</b>
					<b>Check Amount: \$12,514.82</b>
					<b>Vendor Total: \$12,514.82</b>
<b>22350</b>					
FRANSEN BANK AND TRUST					
	0717	001			
		B 01 215 003			
PO#:	Voucher #:	114773	Invoice	3/15/2021	Wire
		B 01 215 010			
			Invoice No: S2021170		\$42,356.81
PO#:	Voucher #:	114782	Invoice	3/15/2021	Wire
		B 01 215 010			
			Invoice No: S2021170		\$15,777.28
PO#:	Voucher #:	114788	Invoice	3/15/2021	Wire
		B 01 215 010			
			Invoice No: S2021170		\$67,461.32
					<b>Paid Amt: \$67,461.32</b>
					<b>Check Amount: \$125,595.41</b>
<b>114893</b>					
FRANSEN BANK AND TRUST					
	0717	001			
		B 01 215 002			
PO#:	Voucher #:	114784	Invoice	3/15/2021	Wire
		B 01 215 010			
			Invoice No: S2021170		\$20,888.57
					<b>Paid Amt: \$20,888.57</b>
					<b>Check Amount: \$20,888.57</b>
<b>114900</b>					
FRANSEN BANK AND TRUST					
	0717	001			
		B 01 215 003			
PO#:	Voucher #:	114893	Invoice	3/31/2021	Wire
		B 01 215 010			
			Invoice No: S2021180		\$43,990.61
PO#:	Voucher #:	114900	Invoice	3/31/2021	Wire
		B 01 215 010			
			Invoice No: S2021180		\$16,292.72
PO#:	Voucher #:	114906	Invoice	3/31/2021	Wire
		B 01 215 003			
			Invoice No: S2021180		\$69,665.26
PO#:	Voucher #:	114914	Invoice	3/31/2021	Wire
		B 01 215 010			
			Invoice No: S2021180		\$168.48
PO#:	Voucher #:	114915	Invoice	3/31/2021	Wire
		B 01 215 010			
			Invoice No: S2021180		\$121.74
PO#:	Voucher #:	114918	Invoice	3/31/2021	Wire
		B 01 215 010			
			Invoice No: S2021180		\$520.54
					<b>Paid Amt: \$520.54</b>
					<b>Check Amount: \$130,759.35</b>
<b>114902</b>					
FRANSEN BANK AND TRUST					
	0717	001			
		B 01 215 002			
PO#:	Voucher #:	114902	Invoice	3/31/2021	Wire
		B 01 215 010			
			Invoice No: S2021180		\$21,855.18
					<b>Paid Amt: \$21,855.18</b>
					<b>Check Amount: \$21,855.18</b>

## Jordan Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type	
22350		FRANSEN BANK AND TRUST		0717 001				
			B 01	215 002		State Tax	Wire	
PO#:		Voucher #:	114916	Invoice	3/31/2021	Invoice No: S202118S0	Paid Amt: \$96.93 Check Amount: \$96.93	
							Vendor Total:	\$299,195.44
26288		LOCAL 284		0717 001	105476			
			B 01	215 071		Local 284 Dues	Check	
PO#:		Voucher #:	114781	Invoice	3/15/2021	Invoice No: S2021170	Paid Amt: \$1,031.08 Check Amount: \$1,031.08	
							Vendor Total:	\$1,031.08
24948		MN CHILD SUPPORT PYMT CENTER		0717 001				
			B 01	215 029		Child Support	Wire	
PO#:		Voucher #:	114783	Invoice	3/15/2021	Invoice No: S2021170	Paid Amt: \$778.90 Check Amount: \$778.90	
							Vendor Total:	\$778.90
23795		NATIONAL INSURANCE SERVICES		0717 001	105551			
			B 01	215 036		Accident	Check	
PO#:		Voucher #:	114766	Invoice	3/31/2021	Invoice No: S2021170	Paid Amt: \$1.60 Check Amount: \$1.60	
			B 01	215 027		Supplemental Life Ins		
			B 01	215 035		Life		
			B 01	215 065		Disability		
PO#:		Voucher #:	114786	Invoice	3/31/2021	Invoice No: S2021170	Paid Amt: \$2,916.54 Check Amount: \$2,916.54	
			B 01	215 036		Accident		
PO#:		Voucher #:	114886	Invoice	3/31/2021	Invoice No: S2021180	Paid Amt: \$1.60 Check Amount: \$1.60	
			B 01	215 027		Supplemental Life Ins		
			B 01	215 035		Life		
			B 01	215 026		Retiree Life Ins		
			B 01	215 027		Supplemental Life Ins-adj		
			B 01	215 035		Life Ins - adj		
			B 01	215 065		Disability		
							Vendor Total:	\$1,557.80

## Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type	
23795	NATIONAL INSURANCE SERVICES	0717	001	105551			
			B 01	215 065	Disability Ins-adj	Check	
						\$46.29	
PO#:	Voucher #:		114904	Invoice	Invoice No: S2021180	Paid Amt:	\$2,888.67
			B 01	215 035	Life		\$1.41
			B 01	215 065	Disability		\$8.02
PO#:	Voucher #:		114917	Invoice	Invoice No: S202118S0	Paid Amt:	\$9.43
						Check Amount:	\$5,817.84
						Vendor Total:	\$5,817.84
24384	NCPERS MINNESOTA	0717	001	105552			
			B 01	215 032	PERA Life	Check	
						\$32.00	
PO#:	Voucher #:		114908	Invoice	Invoice No: S2021180	Paid Amt:	\$32.00
						Check Amount:	\$32.00
						Vendor Total:	\$32.00
21993	PUBLIC EMPLOYEES RETIREMENT ASSN	0717	001				
			B 01	215 014	PERA	Wire	
						\$18,828.32	
						(\$57.42)	
PO#:	Voucher #:		114789	Invoice	Invoice No: S2021170	Paid Amt:	\$18,770.90
						Check Amount:	\$18,770.90
						Vendor Total:	\$18,770.90
26971	Select/MII Life	0717	001				
			B 01	215 014	PERA	Wire	
						\$21,139.78	
PO#:	Voucher #:		114907	Invoice	Invoice No: S2021180	Paid Amt:	\$21,139.78
			B 01	215 014	PERA		\$587.73
PO#:	Voucher #:		114919	Invoice	Invoice No: S202118S0	Paid Amt:	\$587.73
						Check Amount:	\$21,727.51
						Vendor Total:	\$40,498.41
			B 01	215 092	Dep Care	Wire	
						\$2,310.67	
			B 01	215 093	Med Care		\$747.23
PO#:	Voucher #:		114921	Invoice	Invoice No: S2021170	Paid Amt:	\$3,057.90
			B 01	215 092	Dep Care		\$2,419.77
			B 01	215 093	Med Care		\$747.23
			B 01	215 092	Dep Care adj		(\$2,114.34)
			B 01	215 093	Med Care adj		(\$1,152.02)
PO#:	Voucher #:		114923	Invoice	Invoice No: S2021180	Paid Amt:	(\$99.36)
						Check Amount:	\$2,958.54

**Jordan Public Schools  
Detail Payment Register By Vendor**

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
26971		Select/Mill Life	0717	001			
				B 01	215 028		Wire
						Flex-employee contribution	
							\$2,765.84
PO#:		Voucher #:		114920	Invoice	Invoice No: S2021170	3/31/2021
							Paid Amt: \$2,765.84
							Check Amount: \$2,765.84
							Vendor Total: \$8,490.22
21994		TEACHERS RETIREMENT ASSN	0717	001			
				B 01	215 018		Wire
						TRA	
							\$69,325.17
PO#:		Voucher #:		114792	Invoice	Invoice No: S2021170	3/15/2021
							Paid Amt: \$69,325.17
							Check Amount: \$69,325.17
							Vendor Total: \$138,994.89
							Report Total: \$725,448.31

**Jordan Public Schools**  
**Detail Payment Register By Vendor**  
**Fund Summary**

<b>Fund Description</b>	<b>Total</b>
01 General Fund	\$224,329.01
02 Food Service Fund	\$4,489.20
04 Community Education	\$19,593.60
18 Custodial Fund	\$5,253.63
27 Student Activity Accounts	\$58.02
<b>Report Total</b>	<b>\$253,723.46</b>

The following resolution was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_:

**RESOLUTION ACCEPTING DONATIONS**

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: “The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

WHEREAS, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Jordan Public Schools ISD 717 gratefully accepts the following donations as identified below:

<b>Donor</b>	<b>Designated Purpose</b>	<b>Amount / Item(s)</b>
Cliff Klehr	JPS Band Program	Trombone, Flute Case, Music Case
Maureen’s Readers	ES One School One Book	\$3,000.00
HomeTown Bank	MS Phy Ed Dept.	\$ 225.00
Holiday Gas Station – Jordan	High School	Face Masks

The vote on adoption of the Resolution was as follows:

Aye: \_\_\_\_\_

\_\_\_\_\_

Nay: \_\_\_\_\_

Absent: \_\_\_\_\_

Whereupon, said Resolution was declared duly adopted.

\_\_\_\_\_  
School Board Clerk

\_\_\_\_\_  
Date

JORDAN PUBLIC SCHOOLS  
POLICY

*Adopted: December 14<sup>th</sup>, 2020*

*Revised: March 8<sup>th</sup>, 2021*

**535 SERVICE ANIMALS IN SCHOOLS**

**I. PURPOSE**

The purpose of this policy is to establish parameters for the use of service animals by students, employees, and visitors within school buildings and on school grounds.

**II. GENERAL STATEMENT OF POLICY**

Individuals with disabilities shall be permitted to bring their service animals into school buildings or on school grounds in accordance with, and subject to, this policy.

**III. DEFINITIONS**

A. Service Animal

A “service animal” is a dog (regardless of breed or size) or miniature horse that is individually trained to perform “work or tasks” for the benefit of an individual with a disability, including an individual with a physical, sensory, psychiatric, intellectual, or mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals. Service animals are working animals that perform valuable functions; they are not pets. The work or tasks performed by the service animal must be directly related to the individual’s disability. An animal accompanying an individual for the sole purpose of providing emotional support, therapy, comfort, or companionship is not a service animal.

B. Handler

A “handler” is an individual with a disability who uses a service animal. In the case of an individual who is unable to care for and supervise the service animal for reasons such as age or disability, “handler” means the person who cares for and supervises the animal on that individual’s behalf. School district personnel are not responsible for the care, supervision, or handling responsibilities of a service animal.

C. Work or Tasks

1. “Work or tasks” are those functions performed by a service animal.

2. Examples of “work or tasks” include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors.
3. The crime deterrent effects of an animal’s presence and the provision of emotional support, well-being, comfort, or companionship are not “work or tasks” for the purposes of this policy.

D. Trainer

A “trainer” is a person who is training a service animal and is affiliated with a recognized training program for service animals.

#### **IV. ACCESS TO PROGRAMS AND ACTIVITIES; PERMITTED INQUIRIES**

- A. In general, handlers (i.e., individuals with disabilities or trainers) are permitted to be accompanied by their service animals in all areas of school district properties where members of the public, students, and employees are allowed to go. A handler has the right to be accompanied by a service animal whenever and to the same extent that the handler has the right: (a) to be present on school district property or in school district facilities; (b) to attend or participate in a school-sponsored event, activity, or program; or (c) to be transported in a vehicle that is operated by or on behalf of the school district.
- B. When an individual with a disability brings a service animal to a school district property, school district employees shall not ask about the nature or extent of a person’s disability, but may make the following two inquiries to determine whether the animal qualifies as a service animal:
  1. Is the service animal required because of a disability; and
  2. What work or tasks is the service animal trained to perform.
- C. School district employees shall not make these inquiries of an individual with a disability bringing a service animal to school district property when it is readily apparent that an animal is trained to do work or perform tasks for an individual with a disability. However, school district employees may inquire whether the individual with a disability has completed and submitted the request form described in Part VI., below.

- D. An individual with a disability may not be required to provide documentation such as proof that the animal has been certified, trained, or licensed as a service animal.

**V. REQUIREMENTS FOR ALL SERVICE ANIMALS**

- A. The service animal must be required for the individual with a disability.
- B. The service animal must be individually trained to do work or tasks for the benefit of the individual with a disability.
- C. A service animal must have a harness, leash, or other tether, unless either the handler is unable, because of a disability, to use a harness, leash, or other tether, or the use of a harness, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case, the service animal must be otherwise under the handler's control (e.g., voice control, signals, or other effective means).
- D. The service animal must be housebroken.
- E. The service animal must be under the control of its handler at all times. The handler is responsible for the care and supervision of a service animal, including walking the service animal, feeding the service animal, grooming the service animal, providing veterinary care to the service animal, and responding to the service animal's need to relieve itself, including the proper disposal of the service animal's waste.
- F. The school district is not responsible for providing a staff member to walk the service animal or to provide any other care or assistance to the animal.
- G. In the case of a student who is unable to care for and/or supervise his or her service animal, the student's parent/guardian is responsible for arranging for such care and supervision. In the case of an employee or other individual who is unable to care for and/or supervise his or her service animal, the employee or other individual's authorized representative is responsible for arranging for a service animal's care and supervision.
- H. The service animal must be properly licensed and vaccinated in accordance with applicable state laws and local ordinances.

**VI. REQUESTING THE USE OF A SERVICE ANIMAL AT SCHOOL**

- A. Students with a disability seeking to be accompanied by a service animal are requested to submit the Approval Request Form to the building principal of the school the student attends. The principal will notify the superintendent or the administrator designated with responsibility to address such requests. School district employees seeking to be accompanied by a service animal are requested to submit the Approval Request Form to the superintendent or the administrator designated with responsibility to address such requests.

- B. Students or employees seeking to bring a service animal onto district premises are requested to identify whether the need for the service animal is required because of a disability and to describe the work or tasks that the service animal is trained to perform.
- C. The owner of the service animal shall provide written evidence that the service animal has received all vaccinations required by state law or local ordinance.

## **VII. REMOVAL OR EXCLUSION OF A SERVICE ANIMAL**

- A. A school official may require a handler to remove a service animal from school district property, a school building, or a school-sponsored program or activity, if:
  - 1. Any of the requirements described in Part V., above, are not met.
  - 2. The service animal is out of control and/or the handler does not effectively control the animal's behavior;
  - 3. The presence of the service animal would fundamentally alter the nature of a service, program or activity; or
  - 4. The service animal behaves in a way that poses a direct threat to the health or safety of others, has a history of such behavior, or otherwise poses a significant health or safety risk to others that cannot be eliminated by reasonable accommodations.
- B. If the service animal is properly excluded, the school district shall give the individual with a disability the opportunity to participate in the service, program, or activity without the service animal, unless such individual has violated a law or school rule or regulation that would warrant the removal of the individual.

## **VIII. ADDITIONAL LIMITATIONS FOR MINIATURE HORSES**

In assessing whether a miniature horse may be permitted in a school building or on school grounds as a service animal, the following factors shall be considered:

- A. The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
- B. Whether the handler has sufficient control of the miniature horse;
- C. Whether the miniature horse is housebroken; and
- D. Whether the miniature horse's presence in a specific building or on school grounds compromises legitimate health and safety requirements.

## **IX. ALLERGIES; FEAR OF ANIMALS**

If a student or employee notifies the school district that he or she is allergic to a service animal, the school district will balance the rights of the individuals involved. In general, allergies that are not life threatening are not a valid reason for prohibiting the presence of a service animal. Fear of animals is generally not a valid reason for prohibiting the presence of a service animal.

**X. NON-SERVICE ANIMALS FOR STUDENTS WITH INDIVIDUALIZED EDUCATION PROGRAMS (IEPS) OR SECTION 504 PLANS**

If a special education student or a student with a Section 504 plan seeks to bring an animal onto school property that is not a service animal, the request shall be referred to the student's IEP team or Section 504 team, as appropriate, to determine whether the animal is necessary for the student to receive a free appropriate public education (FAPE) or, in the case of a Section 504 student, to reasonably accommodate the student's access to the school district's programs and activities.

**XI. NON-SERVICE ANIMAL AS AN ACCOMMODATION FOR EMPLOYEES**

If an employee seeks to bring an animal onto school property that is not a service animal, the request shall be referred to the superintendent or the administrator designated to handle such requests. A school district employee who is a qualified individual with a disability will be allowed to bring such animal onto school property when it is determined that such use is required to enable the employee to perform the essential functions of his or her position or to enjoy the benefits of employment in a manner comparable to those similarly situated non-disabled employees.

**XII. LIABILITY**

- A. The owner of the service animal is responsible for any harm or injury to an individual and for any property damage caused by the service animal while on school district property.
- B. An individual who, directly or indirectly through statements or conduct, intentionally misrepresents an animal in that person's possession as a service animal may be subject to criminal liability.

**Legal References:** Section 504 of the Rehabilitation Act of 1973  
28 C.F.R. § 35.104, 28 C.F.R. § 35.130(b)(7), and 28 C.F.R. § 35.136  
(ADA Regulations)  
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Act)  
Minn. Stat. § 256C.02 (Public Accommodations for Persons with Disabilities)  
Minn. Stat. § 363A.19 (Discrimination Against Blind, Deaf, or Other Persons with Physical or Sensory Disabilities Prohibited)  
Minn. Stat. § 609.226 (Harm Caused by Dog)  
Minn. Stat. § 609.833 (Misrepresentation of Service Animal)

***Cross References:*** MSBA/MASA Policy 402 (Disability Nondiscrimination Policy)  
MSBA/MASA Policy 521 (Student Disability Nondiscrimination)

## APPROVAL REQUEST FORM FOR USE OF A SERVICE ANIMAL

Please turn in your request to the [Superintendent] OR [Director of Student Services] (Students)  
or the [Superintendent] OR [Director of Human Resources] (Employees)

Student/Employee Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent or authorized representative name(s) and contact information (*please include email, phone number, and address*): \_\_\_\_\_

Building: \_\_\_\_\_

Type of service animal: \_\_\_\_\_

Name of service animal: \_\_\_\_\_ Name of handler: \_\_\_\_\_

Is the service animal required because of a disability: \_\_\_\_\_

What work or tasks is the service animal trained to perform: \_\_\_\_\_

### Checklist for Completion of Form

Attached is documentation that the service animal is:

\_\_\_\_ Properly licensed

\_\_\_\_ Properly and currently vaccinated

I have read and understand the School District's policy regarding service animals and will abide by the terms of the policy.

I understand that if my service animal: is out of control and/or the animal's handler does not effectively control the animal's behavior; is not housebroken or the animal's presence or behavior fundamentally interferes in the functions of the School District; or behaves in a way that poses a direct threat to the health or safety of others, has a history of such behavior, or otherwise poses a direct threat to the health and safety of others that cannot be eliminated by reasonable modifications, the School District has the discretion to exclude or remove my service animal from its property.

I agree to be responsible for any and all damage to School District property, personal property, and any injuries to individuals caused by my service animal. I agree to indemnify, defend, and hold harmless the School District, its school board members, administrators, employees, and agents, from and against any and all claims, actions, suits, judgments, and demands brought by any party arising on account of, or in connection with, any activity of or damage caused by my service animal.

Superintendent/Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Note:** This Registration/Agreement is valid until the end of the current school year. It must be renewed prior to the start of each subsequent school year or whenever a different service animal will be used.



Jordan High School  
600 Sunset Drive  
Jordan, Minnesota 55352  
952-492-4400 main | 952-492-4425 fax

**JOE PERKL**  
Activities Director  
jperkl@isd717.org

March 29th, 2021

Dear Jordan School Board,

There are two items related to wrestling that we would like to declare as surplus items.

1. **Wall Pads in JHS wrestling room** - these wall pads do not meet fire code and will need to be replaced this summer. They cannot be used elsewhere in district facilities.
2. **Wrestling Mat located at JMS** - This mat is an older, damaged and heavier mat that is difficult to roll up and out. A new mat has been relocated from Belle Plaine to reside at JMS permanently. This new mat is much easier to roll out and to store. There is no longer a need for the older mat.

Thank you for the consideration of approving these items as surplus.

Sincerely,

Joe Perkl



## EMPLOYEE DATA SHEET

<b>Employee:</b>	Elise Pickle	<b>Date Offer Accepted:</b>	4/12/2021
<b>Job Title:</b>	Interim Communications Specialist	<b>Indicate:</b> Full-time/Part-time/ Seasonal/Temporary	Temporary
<b>Hiring Supervisor:</b>	Ranae Case Evenson	<b>Location:</b>	District Wide

**PERSONNEL ACTION**

<b>New Hire</b>	X	<b>Replacement For</b>	Katherine Pass	<b>Change</b>		<b>Additional Assignment</b>	
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**EDUCATION INFORMATION**

List below all post secondary education, beginning with the most recent.

<u>Name of Institution</u>	<u>Location</u>	<u>Major</u>	<u>Degree and Date Received</u>	<u>Dates Attended</u>
Minnesota State University	Mankato, MN	Mass Communications	Bachelor	8/2005-5/2011
Minnesota State University	Mankato, MN	Public Relations	Bachelor	8/2005-5/2011

List below any certificate(s) or license(s) now held.

<u>Name of Certificate/License</u>	<u>Name of Provider</u>	<u>Date Received</u>	<u>Expiration Date</u>

**RELEVANT EXPERIENCE**

List below all relevant experience, beginning with the most recent.

<u>Name of Employer</u>	<u>Title</u>	<u>Nature of Duties</u>	<u>Dates Employed</u>
Mystic Lake Casino Hotel	Communications Specialist	Develop and manage communications	10/2016-5/2020
Viden Marketing/Radiate Digital	Marketing Manager	Planned day to day content	7/2013-8/2016
FUN.com	Marketing Project Coordinator	Manage online websites social media channels	7/2011-6/2013

<b><u>Beginning Contract Date:</u></b>	4/22/2021	<b><u>Ending Contract Date:</u></b>	4/22/2022
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**Brief Description of Previous Experience:** Elise has more than 10 years of experience in the marketing field.



## CONTRACT

between

Independent School District No. 717  
Jordan, Minnesota

And

Interim Communications Specialist

April 22, 2021 – April 22, 2022

**AGREEMENT**

This agreement is entered into between the Jordan School District and the employee serving as Interim Communications Specialist.

**ARTICLE I  
DEFINITIONS**

Section 1. Terms and Conditions of Employment:

The term "terms and conditions of employment" means the hours of employment, the compensation therefore including fringe benefits except retirement contributions or benefits, the employer's personnel policies affecting the working conditions of the employees. "Terms and conditions of employment" is subject to the provisions of PELRA.

Section 2. School District:

For purposes of administering this Agreement, the term "school district" shall mean the School Board or its designated representative.

Section 3. Contract Period:

The Interim Communications Specialist shall perform the basic services throughout the term of this contract and on those legal holidays on which the school district is authorized to conduct school if the school board so determines. The work year is 260 days.

Section 4. Other Terms:

Terms not defined in this Agreement shall have those meanings as defined by the PELRA.

**ARTICLE II  
COMPENSATION**

Section 1. Wage Schedule:

The annual contract may be modified, but shall not be reduced, during the term of this contract. The salary shall be paid in 24 equal installments during the contract year. Should the district not set the salary prior to an employee commencing work for the particular school year, the employee shall work at the previous year's salary until an agreement is reached on the present year's salary. The employee would receive retro pay once the salary is set.

*Notation: If the contract is extended through June 30, 2022 the Interim Communications Specialist will be paid their daily rate of pay at \$230.77 per day.*

April 22, 2021 – June 30, 2021 .....	\$11,538.50
July 1, 2021 – April 22, 2022 .....	\$48,461.50

Section 2. Technology Allowance:

The school district will provide \$1,000 annually for technology hardware and software used for professional development and/or a home work station in accordance with School District procedures, policies and practices.

**ARTICLE III  
GROUP INSURANCE**

Section 1. Selection of Carrier:

The selection of the insurance carrier and policy shall be made by the school district as provided by law.

Section 2. Claims Against the School District:

It is understood that the school district's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the school district as a result of a denial of insurance benefits by an insurance carrier.

Section 3. Duration of Insurance Contribution:

An employee is eligible for school district contribution as provided in this Article as long as the employee is employed by the school district. Upon termination of employment, all district contributions shall cease.

Section 4. Health, Hospitalization and Dental Insurance:

The district will provide family coverage under the Aware 3500 or comparable plan and dental coverage to be applied toward the full time Interim Communications Specialist for purposes of participation in the health, hospital, and dental coverages provided by the district. Any additional premium costs for other plan designs/coverages are to be borne by the employee.

Section 5. Long Term Disability Insurance:

The district shall provide LTD insurance for eligible employees as long as the district employs them. The LTD plan will be the one used by the Education Minnesota, Jordan.

Section 6. Term life Insurance:

The district shall provide term life insurance in the amount of \$100,000, using the same plan the district used with the Education Minnesota, Jordan.

**ARTICLE IV**  
**LEAVES OF ABSENCE**

Section 1. Sick Leave Benefits; Care of Relatives:

Subd. 1. Employees shall receive 12 days of sick leave yearly.

Subd. 2. Unused sick leave days may accumulate to a maximum of 1000 hours, prorated.

Subd. 3. Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to illness and/or disability of the employee which prevented the attendance and performance of duties on that day or days.

Subd. 4. An employee may use personal sick leave benefits provided by the employer for absences due to an illness or injury to the employee's child, as defined in Minnesota State Statute 181.940, subdivision 4, adult child, spouse, sibling, parent, grandparent, or stepparent, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee's own illness or injury. This subdivision applies only to personal sick leave benefits payable to the employee from the employer's general assets.

Subd. 5. The district may limit the use of personal sick leave benefits provided by the district for absences due to an illness or injury to the employee's adult child, spouse, sibling, parent, grandparent, or stepparent to no less than 160 hours in any 12 month period. This paragraph does not apply to absences due to the illness or injury of a child, as defined in Minnesota State Statute 181.940, subdivision 4.

Subd. 6. For purposes of this section, "personal sick leave benefits" means time accrued and available to an employee to be used as a result of absence from work due to personal illness or injury, but does not include short-term or long-term disability or other salary continuation benefits.

Subd. 7. For the purpose of this section, "child" includes a stepchild and a biological, adopted, and foster child.

Subd. 8. Sick leave shall be deducted from the accrued sick leave hours earned by the employee.

An employee, who has exhausted their sick leave days, will have any additional days missed deducted from their pay at their hourly rate. Days used for sick leave, above that eligible for, must be approved in advance by the superintendent. The decision of the superintendent to grant additional days is final.

Subd. 9. Wellness Payment: Employees using 5 days or less of sick leave may, at the end of the school year for school year employees and at the end of the fiscal year for 12 month employees, request to sell back those days at their daily rate of pay not to exceed \$110.00 daily. Days sold back will be deducted from the employee's accumulated sick leave as specified in Article IV, Sec. 1, Subd. 2.

## Section 2. Personal Leave:

Subd. 1. Each employee shall be granted two days of paid personal leave yearly and one day of unpaid leave.

Subd. 2. Limitations: Personal days may not be taken on the first or last day of school. The superintendent or his designee must approve all personal days.

Subd. 3. Personal day requests must be made at least 3 days in advance, except in case of an emergency.

## Section 3. Family Illness Leave/Bereavement Leave:

Subd. 1. Five days per year, non-accumulative, shall be available to each employee for a combination of family illness leave and bereavement leave. Family illness leave may be used because of the serious illness of an employee's spouse, parent or adult child, or the illness of a minor child. Bereavement leave may be used because of the death of an employee's spouse, child, sibling, spouse's parent, parent, or others who may have a particularly close relationship to the employee.

Subd. 2. An employee shall provide as much prior notice of intent to use family illness leave or bereavement leave, as possible.

Subd. 3. Additional days of family illness leave or bereavement leave may be granted at the discretion of the superintendent. These additional days will be deducted from

the employee's accumulated sick leave bank, or if the bank is exhausted, granted with no pay.

Section 4. Worker's Compensation:

Subd. 1. Upon the request of an employee who is absent from work as a result of a compensable injury under the provisions of the Workers Compensation Act, the School District will pay the difference between the compensation received pursuant to the Workers Compensation Act by the employee's earned accrual of sick leave.

Subd. 2. A deduction shall be made from the employee's accumulated sick leave accrual time according to the pro-rata portions of days of sick leave time, which is used to supplement worker's compensation.

Subd. 3. Such payment shall be paid by the School District to the employee only during the period of disability.

Subd. 4. In no event shall the additional compensation paid to the employee by virtue of sick-leave pay result in the payment of a total daily, weekly, or monthly compensation that exceeds the normal compensation of the employee.

Subd. 5. An employee who is absent from work as a result of an injury compensable under the Worker's Compensation Act, and who elects to receive sick-leave pay pursuant to this policy, shall submit his/her Worker's Compensation check, endorsed to the School District, prior to receiving payment from the School District for his/her absence.

Section 5. General Leave:

Subd. 1. An employee in the School District may apply for an unpaid leave of absence subject to the provisions of this section. The granting of such leave shall be at the discretion of the School District.

Subd. 2. The employee shall not accrue seniority or experience credit for the period of this leave.

Subd. 3. Applications for general leave shall be submitted in writing to the School District as soon as possible.

Section 6. Administration of Leaves:

When the school district has reason to believe that a pattern of conduct suggests that any leaves are being abused, investigation may be necessary for the benefit of all concerned. As part of such investigation, the district may prospectively require a doctor-signed certificate of any employee claiming sick leave.

**ARTICLE V**  
**HOURS OF SERVICE**

Section 1. Work Hours:

The superintendent or his/her designee will set hours.

Section 2. Break/Lunch:

The normal workday for a full-time employee will be eight hours, excluding a one-half

hour lunch break. A non-paid 30 minute lunch break will be provided for employees working five or more hours. For every hour worked and employee will earn 4 minutes of break time, to be taken in minimums of 15 minutes each. A maximum of two breaks will be allowed in a work day. An employee must work a minimum of three hours to qualify for break.

Section 2. Emergency School Closing:

Employees will be expected to work on days school is closed, unless the superintendent grants permission otherwise. If a day of work is lost due to school closing, the employee will have the option of making the day up either that day or at a later day, or receiving no pay. If the day is made up the work will either be in their own area, or if this is not possible, other work in the district will be assigned.

**ARTICLE VI  
HOLIDAYS & VACATIONS**

Section 1. Holidays:

Subd. 1. 12 month employees: There will be 11 paid holidays for 5 day, 52 week employees. Employees working less than 8 hours daily will receive holiday pay according to the number of hours worked daily.

Subd. 2. Eligible holidays are: New Year's Day, Good Friday, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve, and one floating holiday approved by the superintendent.

Subd. 3. Should it be necessary for the school to hold school on any of the designated holidays, another day will be substituted by the district.

Section 2. Vacation:

Subd. 1. Only 5 vacation days on student attendance or teacher workshop days may be taken.

Subd. 2. All vacation days must be approved in advance by the superintendent. The decision of the superintendent is final.

Subd. 3. Vacation earned in one fiscal year, must be used within 6 months of the year earned, or it will be forfeited.

Subd. 4. Vacation Schedule:

15 days beginning 1st year of employment  
18 days beginning 8th year of employment  
20 days beginning 11th year of employment

July 1st will be the anniversary date by which an employee's days of vacation shall be computed, based upon hire date.

Vacation is based off 2080 hours, yearly. Any employee using their vacation during the year, but who terminates their employment prior to completion of the 2080 hours will have their used, but unearned vacation deducted from their final paycheck, pro-rated from 2080 hours.

Section 3. Vacation Accrual:

Anniversary date is determined as follows: If employee is hired between July 1 and January 31, vacation will be accrued on July 1 of qualifying year. If employee is hired between February 1 and June 30, vacation will be accrued on July 1 following the qualifying year.

**ARTICLE VII**  
**OTHER PROVISIONS: TRAINING AND EDUCATION**

The Interim Communications Specialist is required to participate in and remain current on appropriate trainings within educational and professional organizations where such expertise will serve the best interests of the School District. Accordingly, the School District will pay such fees for trainings as are required, directed, or permitted, by the Superintendent and/or School Board.

**ARTICLE VIII**  
**DISCIPLINE, DISCHARGE, AND PROBATIONARY PERIOD**

Section 1. Probationary Period:

An employee under the provisions of this Agreement shall serve a probationary period of twelve (12) months of continuous service in the school district during which time the school district shall have the unqualified right to suspend without pay, discharge or otherwise discipline such employee; and during this probationary period, the employee shall have no recourse, insofar as suspension, discharge or other discipline is concerned. The district may extend the probationary period up to an additional twelve (12) months with notification to the employee.

Section 2. Completion of Probationary Period:

An employee who has completed the probationary period may be disciplined or discharged only for cause.





## EMPLOYEE DATA SHEET

<b>Employee:</b>	Molly Huss	<b>Date Offer Accepted:</b>	2/22/2021
<b>Job Title:</b>	LTS - Teacher, RTI Reading	<b>Indicate:</b> Full-time/Part-time/ Seasonal/Temporary	Temporary
<b>Hiring Supervisor:</b>	Melissa Barnett	<b>Location:</b>	Elementary School

### PERSONNEL ACTION

<b>New Hire</b>	X	<b>Replacement For</b>	Kimberly Pettinelli	<b>Change</b>		<b>Additional Assignment</b>	
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### EDUCATION INFORMATION

List below all post secondary education, beginning with the most recent.

<u>Name of Institution</u>	<u>Location</u>	<u>Major</u>	<u>Degree and Date Received</u>	<u>Dates Attended</u>
Minnesota State University	Mankato, MN	Elementary Education	Bachelor of Science, 12/2020	8/2016-12/2020

List below any certificate(s) or license(s) now held.

<u>Name of Certificate/License</u>	<u>Name of Provider</u>	<u>Date Received</u>	<u>Expiration Date</u>
Elementary Education	PELSB	1/27/2021	

### RELEVANT EXPERIENCE

List below all relevant experience, beginning with the most recent.

<u>Name of Employer</u>	<u>Title</u>	<u>Nature of Duties</u>	<u>Dates Employed</u>
Jordan Public Schools	LTS - Teacher, Grade 1	Teacher grade 1 students	2/2021-4/2021
Lil Bee's LLC	Lead Teacher	Created a safe and welcoming environment and communicated with families and staff on a regular basis.	9/2019-5/2020
Jordan Public Schools	Kids Company Group Leader	Monitored students in program	8/15-8/19

<b>Beginning Contract Date:</b>	4/15/2021	<b>Ending Contract Date:</b>	6/4/2021
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**Note:** Leave of absence for Kimberly Pettinelli

**Brief Description of Previous Experience:** Molly has been a 1st grade student teacher and also worked in child care settings with school-age children.



**INDEPENDENT SCHOOL DISTRICT #717  
TEACHER CONTRACT**

The School Board of Independent School District No. 717 of the State of Minnesota, enters into this agreement, pursuant to M.S. 122A.40, as amended, with **Molly Huss**, a leagally qualified and licensed teacher who agrees to perform the teaching services prescribed by the School Board or its designated representative as for the 2020-2021 school year.

1. **Basic Services:** Said teacher also agrees to perform related professional services prescribed by the School Board or its designated representative during the school day as defined in the Master Agreement. This contract incorporates and is subject to the provisions of M.S. 122A.40, as amended, and the provisions of the Master Agreement for teachers of this District now or hereafter adopted for the said school year pursuant to the provisions of PELRA, as amended.

2. **Duration:** This contract covers the time period of **4/15/2021** through **6/4/2021**. Dates of assignment are approximate and may change due to licensure requirements and potential changes.

3. **Duty Year:** Teacher duty days and school days shall be those named on the school calendar as adopted by the School Board in accordance with the provisions of the Master Agreement for teachers of this District and the teacher agrees to teach on those legal holidays which the calendar may specify as a teacher duty day or school day.

4. **Additional Assignments:** The teacher may undertake, by separate agreement, the performance of additional work days or other additional assignments beyond the normal service prescribed for the teaching position, for the additional compensation established for such services. Any such additional assignment, and the additional compensation therefor, shall terminate at the end of the school year, and shall not be subject to the provisions of Minnesota Statutes 122A.40, unless otherwise expressly provided herein.

5. **Salary:** In consideration thereof, the School Board agrees to pay said teacher a salary based on the following information:

**FTE: 1.0**

**Lane: BA**

**Step: 01**

**Days/Year: 186**

**Base Salary: \$244.43**

**Employee Signature:** \_\_\_\_\_

**Board Chair Signature of Receipt:** \_\_\_\_\_

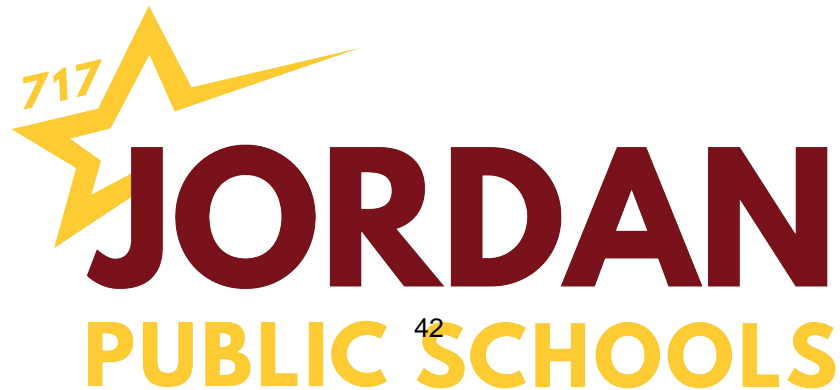
**Board Clerk Signature of Receipt:** \_\_\_\_\_

# Activities Update

## Jordan Public School District

April 12, 2021

Joe Perkl, Activities Director



# Jordan Activities During a Pandemic

## What's going Well

- Coaching Leadership and follow through
- Contact Tracing
- Competing in the Wright County Conference
- Covid Preparedness Plans
- 20-21 Activities Budget
- Participation numbers

## Biggest Challenges

- Evolving protocols/guidance from MSHSL
- Contact Tracing
- November/December "pause"
- Transportation
- Fall/Winter spectators and capacities
- Mask Policies and follow through
- Practice Space

# Fall Activities & Participation numbers



	19-20	20-21
HS B Football	71	73
MS B Football	48	55
HS B XCOUNTRY	16	14
MS B XCOUNTRY	16	10
HS G XCOUNTRY	4	5
HS G XCOUNTRY	6	7
HS G Tennis	17	19
MS G Tennis	15	10
HS G Volleyball	46	44
MS G Volleyball	31	40
HS B Soccer	32	29
MS B Soccer	23 <sup>44</sup>	13
HS G Soccer	26	40
MS G Soccer	15	4



# Winter Activities & Participation numbers



	19-20	20-21
HS B Basketball	41	43
MS B Basketball	41	N/A
HS G Basketball	34	29
MS G Basketball	23	N/A
HS B Wrestling	9	13
MS B Wrestling	12	3*
HS G Dance	4	2
MS G Dance	4	3
HS B Nordic Ski	N/A	4
MS B Nordic Ski	N/A	0
HS G Nordic Ski	N/A	2
MS G Nordic Ski	45 N/A	0
G Gymnastics	1	1



## Winter Activities Wrap Up

- **One Act Play** - OAP competed in Section 2AA and finished 3rd place. The unique season never saw the cast and crew in person, as rehearsals and performances were all done virtually!
- **Nordic Ski**- We completed the first ever Scott West Nordic season, and it was a success. We had twenty skiers and saw growth as the season went on. We will be purchasing uniforms next year, and hope to see participation grow even more!
- **Dance** - I am so impressed with our five dancers and coach for getting through this year. The minimum number of dancers allowed for varsity competition is five, which left the team with very little wiggle room for injuries or quarantine. They made it!
- **Wrestling** - Panthers finish as section 2AA runner up. Matt Randolph (106lb) placed 2nd in class AA state.
- **Girls Basketball** - Finished the season 12-8 with the #1 seed in 2AA. They finished as subsection runner up.
- **Boys Basketball** - Finished the season 9-11 overall, but still received the #1 seed in section 2AA where they finished as subsection runner up.
- **Speech** - Finished 3rd in WCC, 5th in Section 2AA. 6 State participants, Connor Luskey/Autumn Pesek-Duo, Cece Buesgens/Sofie Fritzke-Duo, Trinity Thorstad-Humor, Elizabeth Osborne - Serious Prose

# Spring Sport Mask Requirements

## **Baseball & Softball**

- Masks/face coverings must be worn at all times in practices and competitions by all student-athletes and coaches. Exception: Individual workouts outdoors when all participants are separated by at least 6 feet at all times.

## **Track and Field**

- Masks/face coverings must be worn at all times by all student-athletes and coaches when indoors.
- When outdoors and practicing individually, student-athletes may practice without a mask/face covering while taking part in individual training and can maintain 6 feet of distance from others.  
In events such as hurdles, pole vault, high jump, and throwing events, where there is a higher risk of danger when competing with a mask/face covering, it is recommended that masks/face coverings not be worn.
- During outdoor competition, student-athletes do not need to wear masks/face coverings when they can maintain at least 6 feet of distance from others at all times.

## **Golf**

- Masks/face coverings must be worn at all times in practices by all student-athletes and coaches if indoors.
- If outdoors, student-athletes may practice and compete without masks/face coverings if they distance from other student-athletes by 6 feet at all times.

# Spring Spectator Guidance

## Updated MSHSL Spectator Guidance from 4/7/21

#1 Spectators must be separated from the competition by a minimum of 12 feet.

#2 Spectators must be separated by at least 6 feet between households/spectator groups.

#3 All spectators at all indoor, and outdoor, events must wear a mask/face covering.

In addition, it states that all school districts must require advanced reservations and/or ticketing (i.e. online, app-based, email, will call). Walk-ins, impromptu purchases or admittance will not be allowed

## Additional Jordan Guidance

- Bring your own lawn chairs! Limited bleacher space available
- We do not anticipate limiting spectator capacities at our outdoor events.
- Per MSHSL, must register with district to attend home events. [Here is the link](#)
- Track spectators is still TBD. We may need to cap at 2 spectators per athlete.

## Musical April 30, May 1-2

- Expect to have auditorium seating based on current MDH protocols
- No seating within 12 feet of participants. Masks at all times
- Will use online ticketing system and create a seating chart

# Booster Club Donation & Upgrades



## Weight Room Upgrades

Olympic Bars  
Trainer Bars  
Replaced All Weight Plates  
Flat Benches  
Medicine Balls  
Fitness Bands

Jump Ropes  
Weight Clips  
Bumper Racks  
Barbell Wall Mounts  
Weight Belts

## Additional Donations:

- Fleece Capes
- Basketball Warm up Shirts
- Booster Funded Coach Pay

# Fees Fees Fees

- **How much do our Jordan activities and athletics programs cost each year?**
  - 2019-2020 expenses - \$741,536.32
  - 2019-2020 revenue - \$187,074.11
    - \$84,446.25 - activity fees
    - \$102,627.86 - gate admissions & misc revenue
  - 2020-2021 projected expenses - \$721,296.00
    - 20-21 \$25k reduction to the Activities budget
    - 21-22 \$19k reduction to the Activities budget
      - Uniform budget is frozen for another year.
  - 2020-2021 projected revenue - \$149,000.00
    - \$103,094 - activity fees
    - \$45,906 - gate admissions & misc revenue
- **What percent of our Activity Budget budget do activity fees cover?**
  - 2019-2020: 11%
  - 2020- 2021: 14%

# Fees Fees Fees

- MSHSL experienced financial troubles caused by Covid-19
  - Jordan Public Schools was invoiced a Covid fee of \$9000 this year.
  - The fee amount is based on school enrollments.
- 2019-2020 MSHSL Fee: \$2,970.00 (\$110/activity)
- 2020-2021 MSHSL Fee: \$13,890 (\$9,000 dues and \$160/activity)
- Will we see similar fees next year?
- Jordan Public Schools annually reviews participation fees for activities
  - 3 years since our last increase
  - Later this evening we will propose an increase.
    - We are not considering changes to the family max totals at this time.
- **We would never, ever, deny a student participation due to a financial hardship.**

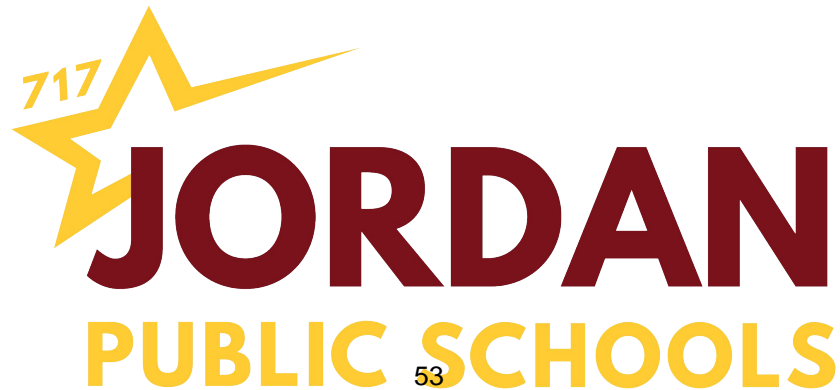


# Activity Fee Considerations

- A \$25 fee increase based on 20-21 participation numbers would have created \$25,575 in additional revenue this year. (based on full fee and no f/r)
- Are we in line with “like schools” with our fees?
- Jordan increased event prices last year to \$7 per adult and \$5 per student
- We hope to bring back yearly event passes next year.

	HS football	HS Athletics/Activities	MS Athletics		
Mound-Westonka	\$265	\$265	\$165		
Jordan	\$200	\$175	\$125		
Hutchinson	\$165	\$130	\$100		
Delano	\$185	\$185	\$135		
New Prague	\$195	\$195	\$110		
	<b>Notes</b>				
Mound-Westonka					
Jordan	21-22 proposed fees				
Hutchinson	HS activities range from \$125-\$140, \$130 is average				
Delano	No fee increase next year, but told it is on horizon.				
New Prague	21-22 proposed increase, Leaving WCC for Metro West. Noted geographically				

Questions or  
Comments?



# Action Item Information

## Proposing activity fee increase effective beginning for the 21-22 school year

Links:

[2020-21 Activity Fee Schedule](#)

[Proposed 2021-22 Activity Fee Schedule](#)

[2020-21 Revenue with proposed \\$25 increase per activity](#)

[WCC East \(Public Schools\) Current Fees](#)



Jordan High School  
600 Sunset Drive  
Jordan, Minnesota 55352  
952-492-4400 main | 952-492-4425 fax

**JOE PERKL**  
Activities Director  
jperkl@isd717.org

## **Executive Summary for a 21-22 Activities Fee Increase**

Jordan School Board,

Here is a [Proposed Activity Fee Increase](#) for the 21-22 school year for student activities. Although we made slight increases to activity fees 3 years ago, it might be time to increase the [Current Activity Fee Structure](#) and consider increasing fees for next year. These fees are reviewed annually.

When looking at WCC east schools in this [WCC Fee Comparison \(19-20\)](#) from 2 years ago (the most recent data collection from ADs), the conference is all over the place based on size and public vs. private. I focused in on the public schools in the East division, and these are the [current WCC East Public School Fees](#)

To give you an idea of what additional revenue we would have seen with a \$25 increase to 2020-21, here is an [Estimated increase in revenue with a \\$25 fee increase](#).

Joe Perkl

## April 12, 2021 Board Report

Thank you for your incredible support and partnership! Below you will find the Superintendent's Monthly Board Report.

### ESSER Fund Updates

- Round Two ESSER (Elementary and Secondary School Emergency Relief) funds have been allocated to Jordan Public Schools.
- Total Allocation: \$439,000
- Funds are available until September 30, 2023 and must be used within the following parameters.
  - Expanded Summer Funding (Summer School and Programming)
  - School Aged Childcare and Youth Programming
- Round Three ESSER are still held within the LAC (Legislative Advisory Commission)
  - When funds come from the federal government, they automatically go to the LAC to review all federal requirements for use of funds.
  - If in the first 20 days they have NO questions, the funds are released.
  - If in the first 20 days there is a question, the 20 days start over. They start over for EVERY question that is asked.
  - This continues until July 1st.
  - The earliest we may have funds released sometime after April 9th.
  - We do not know our allocation at this time or any specific requirements.

### Spring Covid-19 Update

- Staff continue to work hard to ensure the safest and healthiest environment for our students with our in-person learning model.
- We have been fortunate to offer vaccination opportunities for all staff that wanted one.
- Additionally we offer our staff on-site Covid testing every other week.
- Scott County has an upward trend in positive cases, with many in younger students 0-17.
- The new B.1.1.7. variant has been present within Scott County. This strain is said to be more contagious and prevalent in youth.
- While cases have continued to impact our sites, we continue to see cases of students exposed from outside school events and family exposures.
- We take positive cases very seriously and encourage our families to continue to monitor the health of their students each morning before school (ensuring no symptoms from the student or anyone within their household), as well as continuing to practice masking and social distancing outside of the school setting. Family partnership in this makes all the difference for our school community.

### 2021 - 2022 School Year Planning Update

- Leadership has begun planning for some of our traditional spring events.
- We will be working within the MN Department of Health and the MN Department of Education guidelines to hold in-person events as possible, in consideration of increasing Covid cases and the importance of tight mitigation measures.

### Enrollment Update

- As of April 1, 2021 our EC-12 monthly enrollment was 1844 students.
- We continue to monitor enrollment and will provide ongoing updates to the board.

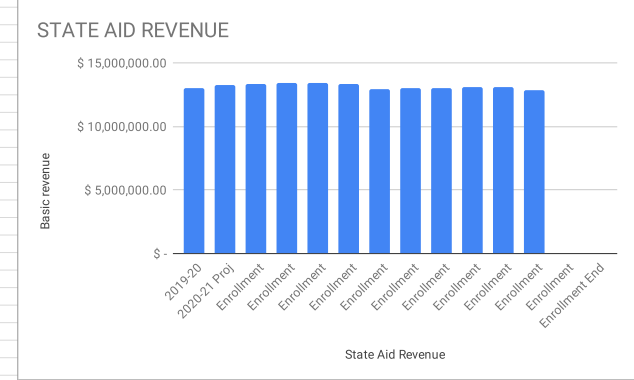
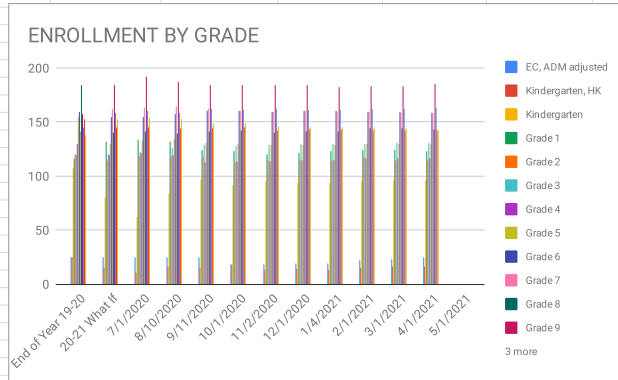
20-21 EC-12 Monthly Jordan Enrollment

	End of Year 19-20	20-21 What If ADMs	7/1/2020	8/10/2020	8/31/2020	9/11/2020	10/1/2020	11/2/2020	12/1/2020	1/4/2021	2/1/2021	3/1/2021	4/1/2021	5/1/2021	End of Year	ADM FY21 What Ifs vs. Actual FY21 (Based on Monthly Child Count)
<b>0-5</b>																
Early Childhood EC, ADM adj.	50 [1] 25	50 25	50 [2] 25	50 [3] 25	50 [4] 25	50 [5] 25	36 [6] 18	37 18	38 19	39 19	44 22	47 23	50 25			-25
Kindergarten, HK	25	15	11	16	17	15	18	13	14	13	15	16	16			-15
Kindergarten	108	80	62	84	91	96	92	95	94	94	95	96	96			-80
Grade 1	116	134	134	132	134	124	123	120	121	123	124	124	123			-134
Grade 2	120	117	118	118	126	117	113	115	115	115	117	115	115			-117
Grade 3	119	120	122	126	131	129	128	129	130	130	130	131	131			-120
Grade 4	130	121	121	119	120	113	114	114	115	115	116	116	116			-121
<b>K-4 Total</b>	<b>618</b>	<b>587</b>	<b>568</b>	<b>595</b>	<b>619</b>	<b>594</b>	<b>588</b>	<b>586</b>	<b>589</b>	<b>590</b>	<b>597</b>	<b>598</b>	<b>597</b>	<b>0</b>	<b>0</b>	<b>-587</b>
Grade 5	155	132	133	135	139	131	130	129	129	129	130	130	130			-132
Grade 6	159	155	155	157	161	160	160	159	160	160	159	159	158			-155
Grade 7	141	164	163	164	166	162	160	159	160	159	159	158	158			-164
Grade 8	184	140	141	139	142	141	142	140	141	141	144	144	143			-140
<b>5-8 Total</b>	<b>639</b>	<b>591</b>	<b>592</b>	<b>595</b>	<b>608</b>	<b>594</b>	<b>592</b>	<b>587</b>	<b>590</b>	<b>589</b>	<b>592</b>	<b>591</b>	<b>589</b>	<b>0</b>	<b>0</b>	<b>-591</b>
Grade 9	157	188	192	187	189	184	184	184	184	182	183	183	185			-188
Grade 10	145	159	160	158	162	162	161	162	161	161	162	162	163			-159
Grade 11	153	145	145	144	146	144	146	142	143	143	142	142	142			-145
Grade 12	137	151	154	153	151	149	147	146	145	145	145	144	143			-151
<b>9-12 Total</b>	<b>592</b>	<b>643</b>	<b>651</b>	<b>642</b>	<b>648</b>	<b>639</b>	<b>638</b>	<b>634</b>	<b>633</b>	<b>631</b>	<b>632</b>	<b>631</b>	<b>633</b>	<b>0</b>	<b>0</b>	<b>-643</b>
<b>K-12 Total</b>	<b>1849</b>	<b>1821</b>	<b>1811</b>	<b>1832</b>	<b>1875</b>	<b>1827</b>	<b>1818</b>	<b>1807</b>	<b>1812</b>	<b>1810</b>	<b>1821</b>	<b>1820</b>	<b>1819</b>	<b>0</b>	<b>0</b>	<b>-1821</b>
<b>EC-12 Total</b>	<b>1874</b>	<b>1846</b>	<b>1836</b>	<b>1857</b>	<b>1900</b>	<b>1852</b>	<b>1836</b>	<b>1825</b>	<b>1831</b>	<b>1829</b>	<b>1843</b>	<b>1843</b>	<b>1844</b>	<b>0</b>	<b>0</b>	<b>-1846</b>

20-21 EC-12 Monthly Jordan Enrollment

	End of Year 19-20	20-21 What If ADMs	7/1/2020	8/10/2020	9/11/2020	10/1/2020	11/2/2020	12/1/2020	1/4/2021	2/1/2021	3/1/2021	4/1/2021	5/1/2021	End of Year
EC, ADM adjusted	25	25	25	25	25	18	18	19	19	22	23	25		
Kindergarten, HK	25	15	11	16	15	18	13	14	13	15	16	16		
Kindergarten	108	80	62	84	96	92	95	94	94	95	96	96		
Grade 1	116	132	134	132	124	123	120	121	123	124	124	123		
Grade 2	120	115	118	118	117	113	115	115	115	117	115	115		
Grade 3	119	120	122	126	129	128	129	130	130	130	131	131		
Grade 4	130	119	121	119	113	114	114	115	115	116	116	116		
Grade 5	155	130	133	135	131	130	129	129	129	130	130	130		
Grade 6	159	155	155	157	160	160	159	160	160	159	159	158		
Grade 7	141	162	163	164	162	160	159	160	159	159	158	158		
Grade 8	184	140	141	139	141	142	140	141	141	144	144	143		
Grade 9	157	184	192	187	184	184	184	184	182	183	183	185		
Grade 10	145	158	160	158	162	161	162	161	161	162	162	163		
Grade 11	153	145	145	144	144	145	142	143	143	142	142	142		
Grade 12	137	153	154	153	149	149	146	145	145	145	144	142		
<b>Pre K-12 Total</b>	<b>1874</b>	<b>1833</b>	<b>1836</b>	<b>1857</b>	<b>1852</b>	<b>1852</b>	<b>1825</b>	<b>1831</b>	<b>1829</b>	<b>1843</b>	<b>1843</b>	<b>1843</b>	<b>0</b>	<b>0</b>

State Aid Revenue	2019-20	2020-21 Proj	Enrollment 7/1/20	Enrollment 8/5/20	Enrollment 9/11/20	Enrollment 10/1/20	Enrollment 11/2/20	Enrollment 12/1/20	Enrollment 1/4/21	Enrollment 2/1/21	Enrollment 3/1/21	Enrollment 4/1/21	Enrollment 5/1/21	Enrollment End of Year
Basic revenue	\$ 12,985,815.02	\$13,239,901.51	\$ 13,310,822.52	\$ 13,435,590.96	\$ 13,398,817.10	\$ 13,299,002.35	\$ 12,950,680.80	\$ 12,990,596.40	\$ 12,973,857.60	\$ 13,069,140.00	\$ 13,066,564.80	\$ 12,810,348.10		





## High School Board Notes April 12, 2021

### **Improve Student Achievement, Learning and Career and College Readiness**

- Our teachers have done an excellent job of creating new learning models and platforms over the past year. They have embraced many new types of technology and delivered instruction in innovative ways. It has been quite the last 12 months!
- Teachers will be reviewing lists of students who registered for their classes to make sure they have been appropriately placed based on achievement and their academic history.
- The counselors and Jeff will begin working on the master schedule for 2020-21 by the end of the month.
- April will be a busy month for testing. On our two testing days for grades 10 and 11 the 9th and 12th grade students will be working remotely.

### **Provide a safe and collaborative culture in which to learn and work**

- Our teachers have done a great job of following COVID protocols and this has made contact tracing much easier and reliable.
- As we head into the final nine weeks, we will focus on students working collaboratively and with kindness.
- Online course planning for 2021-2022 is currently in a holding pattern as we work with SW Metro to determine if there is a solid plan to cooperate and pool resources of the member schools. We are also awaiting any guidance that may come from MDE for next school year.

### **Improve Community Connection, Satisfaction, and Engagement**

- Conferences were held virtually on March 11th. We hosted over 170 conferences during this event.
- We are working with Jason Arras to host a virtual class on Courageous Parenting at the end of April. This would be open to all families of JMS and JHS.
- Robin Whiteside and Jenny Kusske have facilitated the scholarship application process for the Jordan Dollars for Scholars Chapter and other local organizations. Our donations are down because we were unable to host the annual Phone-A-Thon.
- We are starting to plan the end of the year activities, which include Prom, Awards Night, Spring Band and Choir Pops Concerts, and Commencement. We are evaluating all options for each of these events. We are using guidance from MDH and MDE to start final planning based on social distancing and group gathering size. This is another of those areas where we are challenged daily to do what is best for our students.

### **Integrate data-informed instruction, assessment and learning as a core competency in every classroom**

- Tracking data and information in this pandemic time has been a challenge. We continue to look at our current practices and what we can improve upon for the future.

**Jordan Middle School Board Report  
April 12<sup>th</sup>, 2021**

**Improve Student Achievement, Learning and Career and College Readiness**

- Full in person learning is going well!
  - Students needing to quarantine are given the option of joining via Google Classroom or joining with JVA students.
  - Student and staff mental health is a key part of planning.
- MCA testing will happen on the following dates:
  - Reading (Grades 5-8)
    - April 18-24
  - Math (Grade 5-8)
    - April 26-29
  - Science (Grade 5 and 8)
    - May 3-7
- Student Support Services (Counselor, Social Worker, School Psychologist) provide ongoing mental health training for students and staff via Advisory, small group sessions and individual sessions in person and virtual.
- Planning for the 2021-2022 school year is underway.
  - Course registration is complete. Master scheduling is being built.
  - Budget considerations are taken into consideration as well.

**Integrate data-informed instruction, assessment, and learning as a core competency in every classroom**

- MTSS team meets weekly to review at-risk students and progress on building goals.
  - Planning on-site support for students in distance learning.
  - Small group and individual intervention plans are developed and monitored.
  - [JMS Building Goals 2020-2021](#)
- Academic and behavioral intervention staff connecting and supporting students virtually and in person during distance learning.

**Provide a safe and collaborative culture in which to learn and work**

- Holding on-going meetings with teams and employee groups to collaborate and brainstorm solutions to issues for students and staff.
- We continue to update the [2020-2021 School Opening Ongoing](#) document to address routine items for students, staff and families.
  - Most recent conversations center instructional strategies learned over the last year.
- Staff continue to enforce and remind students of health protocols outlined in the health and safety guidance when students are on-site.

**Improve community connections, satisfaction, and engagement**

- Provided [Family Communication](#), on 3-25-21, to outline return to school following spring break and MCA testing.
- Hosted Invitation conference and open house conferences.

- Staff emailed, called or held a Zoom session with each Advisory family for open house conferences.
- Duck Cup Mental Health presentation was held on March 9th for students and families.
- Mrs. Meyer held a virtual Middle School Course Registration Overview on March 18th.
- Wrote an [article](#) for National Association of Elementary School Principal Association magazine about Innovative instructional practice and mindset of staff during COVID.

### **Past COVID Resources/Links/Videos**

- [2/24/2021 Family Communication](#)
- [Hybrid Learning-Typical Day Schedule with FAQ](#)
- [JMS Back to School Video Overview](#)
- [Grade 5 Video Overview](#)
- [Grade 6 Video Overview](#)
- [Grade 7 Video Overview](#)
- [Grade 8 Video Overview](#)
- **Conference Information**
  - Families received the following [communication](#) regarding invitation conferences.
  - Staff received the following [communication](#) on the invitation hybrid conference model.
- **Schedules**
  - [In-Person Learning](#)
  - [Complete Hybrid Model](#)
  - [Complete Distance Learning](#)
  - [Jordan Virtual Academy](#)
  - [Academic Roadmap](#)
  - [Health and Safety Roadmap](#)
  - [Return to Learn-Orientation Week](#)
  - [Health and Safety Protocols](#)
  - [Jordan Virtual Academy](#)
  - [COVID 19 Tech Help](#)
  - [COVID 19 Mindfulness](#)
  - [COVID 19 Family Resources](#)
  - [Take-Home Meals](#)
- **Past Planning Guidance**
  - [COVID Distance Learning Guidelines](#)
  - [Distance Learning Instructional Matrix](#)
  - [Distance Learning Teacher Resources](#)

**Jordan Elementary School  
Principal Update April 12, 2021**

We've been in an in-person learning model for the past few months, and it finally feels like we have our routines and classroom communities re-established, and are functioning as close to "normal" as we can be all things considered. We are in the "home stretch" of the school year and are preparing for end of the year activities and events, as well as planning for next school year.

Below is an executive summary of what we have done in March and April to address the needs of students, staff, and families that aligns to our JPS Strategic Plan and JES Building Goals:

- **Improve student achievement, learning and career and college readiness**
  - **Integrate data-informed instruction, assessment and learning as a core competency in every classroom**

- ACCESS testing for EL students is wrapping up and we will use this data to prepare for future programming needs. We will celebrate the growth made over the past year and address the academic needs of our EL students moving forward into the fall.
- Students and staff members in grades 3-4 are working diligently to prepare for the upcoming MCA Reading and Math assessments that will be administered on site to JVA students April 27th-28th, and to in-person students April 27th-29th(Reading) and May 4th-6th(Math).
- FASTBridge Reading and Math assessments will be taken by all K-4 students during the month of May.
- Teachers continue to work with Sarah Miller, JPS CRT specialist and JES Instructional Coach, on best practices and implementing READO. This is a CRT-focused literacy curriculum that introduces students to texts that represent diverse people of color and the contributions they have made to society.
- Ms. Hjemelund and I have met to organize professional development opportunities for our K-4 staff related to MTSS and our updated Wonders Reading curricular resource that will be utilized starting fall of 2021.
- I will be meeting with our building instructional leadership team to discuss best practices and the science of reading, which is reflected in the updated Wonders curriculum.
- I am wrapping up tenured teacher observations and meeting with those staff members to provide instructional support and feedback to the teaching and learning happening in their classrooms.

- **Provide a safe and collaborative culture in which to learn and work**
  - **Improve community connections, satisfaction, and engagement**

- Our spring conferences were held virtually on March 25th and 26th. We had 81% of families attend conferences, and had very positive feedback from families about the virtual/phone conference option (something we will continue to offer in the future). Families were able to be more flexible with their schedules, with some conferencing during breaks at work, while others were in the comfort of their homes and didn't need to worry about daycare. Our attendance was lower than expected, which may be due to the fact that conferences occurred right at the start of Spring Break.

- Staff will have an opportunity to participate in a Caring and Committed conversation during our April 30th professional development day. The hope is that this will be a chance to learn and grow as professionals and be able to apply the information with students in classrooms during future lessons, as well as when working with colleagues.
- We continue to stay updated on COVID-related health and safety guidelines to practice in our school and classrooms.
- The JES PTO will be hosting our annual Read-a-Thon fundraiser this month, with culminating reading activities planned for the end of the month to celebrate our efforts and commitment to reading.
- Grade levels are continuing their efforts with our One Book, One School initiative by reading various book titles in their classrooms. Each grade level has determined the books and activities they will be participating in to promote a love for reading.
- Phy.Ed. teachers, Mr. Geisel and Mr. Coddington, are hard at work planning for our annual Phy.Ed. Fun Day. It will look a little different in order to follow COVID guidelines, however, it will still prove to be one of the most fun events of the school year for students.

**Executive Summary**  
**Director of Teaching and Learning**  
**April 2021**

**PRIMARY FOCUS = Federal Testing, Professional Development, MTSS, and Summit Academy**

**Improve Student Achievement, Learning, and Career and College Readiness**

- **MTSS Bootcamp** - Planning is underway for the MTSS district wide boot camp on June 14-16. The purpose of this training is to create a vertically aligned MTSS process across the district. Key stakeholders ranging from administrators to teachers will attend this boot camp to help create a strong MTSS system to better support our students and staff.
  - MTSS (multi tiered systems of support -- learn more about MTSS [here](#) and [here](#)) is an integral part of our district and serving students.
  
- **Professional Development -**
  - **April 30, 2021** -- Because the Kindergarten Conference is once again cancelled due to COVID, Jordan staff will have eight hours of professional development scheduled.
    - The professional development activities will include building specific training; ES to MS and MS to HS student transitions meetings; SEL scope and sequence work time; and, an all staff Caring and Committed Conversation focused on the CCC process, difficult conversations, and SEL in staff.
  - **End of Quarter 3** - March 26, 2021 Professional Development and Grading
    - **Email Overview**
  - **Ongoing Professional Development** -- Staff will revisit curriculum objectives from previous years to look for holes, incomplete tasks, disorganization, and curricular needs. **2020-2021 Curriculum Review**
  - **Learning Modules** -- The purpose of the CEU learning modules is to provide ongoing and flexible Staff Development.
    - **Flexible Timeline** -- These modules can be completed at any convenient time and also during any Flexible Learning Days this winter.

**OUR MISSION**

Inspire a caring community to ignite learning, innovation, and success for all!

- **Optional--** Unless directly assigned on a "Flexible Learning Day," these are optional learning modules that teachers can complete to continuously develop best practice strategies and earn CEUs.
- **CEUs --** The modules will ask for different completion requirements and options. Once the requirements are completed and submitted, **CEUs will be disbursed at the end of Semester one and again at the end of Semester two (May 1st deadline).**
  - Staff should keep track of their own CEUs.

## **Integrate Data-Informed Instruction, Assessment, and Learning as a Core Competency in Every Classroom**

- **Federal Accountability Tests (MCA, MTAS, and ACCESS) -** Minnesota public schools are bound by state and federal guidelines to administer the MCA and/or MTAS standardized tests.
  - **Current Focus --** I am currently working through the federal and state guidance to set up this year's MCA, MTAS, and ACCESS testing in the district. This includes logistics of on-site testing for JVA students, safety mitigation strategies, testing compliance, etc.
  - The district's [Testing Calendar](#) can be viewed under the Teaching and Learning section on the website.
- **Literacy Curriculum -** The district will be updating the current WONDERS curriculum to the current version based on the science of reading.
  - The **Goal** of updating the current curriculum focuses on moving from a Balanced Literacy approach to a model based on the science of reading, including a stress on phonics awareness at the foundational level.
  - **Current Focus --** I am working with the WONDERS representative to finalize our quote for this upgrade. I am also working to develop a professional development plan to make sure our teachers have the resources and information they need to successfully implement the updated curriculum.
  - Professional Development --
    - There will be two hours on April 30 working with WONDERS to view changes in the curriculum from the older 2013 version.
    - June 16-17 will feature a WONDERS focused training with the elementary leadership team to set parameters around WONDERS implementation.
    - Teachers will receive up to five hours of summer curriculum writing to focus on implementing the updated WONDERS curriculum.
    - Summer Flex Workshop time will also be dedicated to improving literacy instruction through a better understanding of the science of reading.
- **Curriculum Requests for the 2020-2021 School Year --** To help make the Curriculum Request process a bit smoother while ensuring technology, curriculum, administration, and teachers are all on the same page, the Curriculum Request process for the upcoming year(s) will look a bit different moving forward.

- Primary Changes -- Curriculum Order Deadline is May 3rd, rather than the last day of school; I will meet with principals and the technology team to review requests.
  - This early collaborative approach will ensure technology can support any tech requests, materials are coded to the correct budgets, training needs are noted, etc. Teachers may be contacted with any questions during this time as well.
  - The goal is that by the end of the year, curriculum requests will be in place allowing teachers to know what resources they will have for the following school year.
  - [Curriculum Orders Overview](#)

### **Provide a Safe and Collaborative Culture in which to Learn and Work.**

- **District Wide Plans --** Since taking over the role of Director of Teaching and Learning a primary goal has been to solidify various district areas into specific plans / overviews. Having specific overviews in place offers clarity in programming and transparency for staff, students, families, and interested community members.
  - Curriculum Review Process -- Draft Complete.
  - Equity Education (working in collaboration with Sarah Miller and Malik Peer) -- Draft Complete.
  - Social and Emotional Learning (working in collaboration with the SEL team district wide) -- Draft in process.
- **Achievement and Integration --** A revised FY22 budget was submitted to MDE in early March. I am working with the MDE liaison to make some narrative changes to the budget to explain the district's goals to better support our students.
- **Collaborative Culture --**
  - District Staff Development -- The quarter four district staff development meeting will take place on April 28 at 3:15pm.

### **Improve Community Connection, Satisfaction, and Engagement.**

- **Curriculum and Technology Integration Advisory Council --**
  - Information Available on the [Website](#)
  - If board members have specific topics for discussion, please email them to me at ehjelmeland@isd717.org. I will add those ideas to future agenda items.
  - Meeting Dates:
    - Monday, April 19 at 5pm
      - Topic: Where do we go from here? Ideation Session.

## **COMMUNITY EDUCATION 4/12/2021 BOARD REPORT**

### **Director's Message:**

This is a very exciting time for Community Education. Our [Spring/Summer brochure](#) is out and registrations are coming in. We are excited for all of the great opportunities. Registration is open for most if not all programs through August. Based on the amount of registrations that have already come in, we can see our community is ready for this season.

We have a new high for registrations in our Trap shooting program. We have a total of 48 students participating this year. This is outstanding and fun to watch this program continue to grow. Thanks to the leaders for growing the program to what it has become.

The CERC has once again moved our Cardio equipment within our gym. With only needing 6 ft of distance between our equipment, we have been able to consolidate the equipment into half of a gym. This gives us a little more space for other activities happening in our gyms.

Celebrate Jordan will happen this year. We will be hosting the event in the JMS parking lot on June 6 from 1:00pm-4:00pm. It will be great to host this again. We know it may not be what has been done in the past, but this will be better than canceling again. We will be seeking out vendors this week through an RFP process. If you know anyone looking to participate please have them reach out to me at [sjensen@isd717.org](mailto:sjensen@isd717.org).

### **Early Learning:**

Preschool registration openings:

- 5 openings in our T/Th 3/4s morning class
- 14 in our M/W/F 3/4s class (2 sections)
- 7 in our all day T/Th 4/5s (2 sections)
- 5 in our M-Th afternoon 4/5s
- MWF full day class is full (2 sections).

ELS is currently seeking a full time and part time preschool teacher and a parent educator. The positions are posted on our website.

We are in the development stages of preschool graduation and we will have more information soon.



Jordan Community Education and Recreation  
500 Sunset Drive, Suite #3  
Jordan, Minnesota 55352  
952-492-6211 main | 952-492-4494 fax

**STEVEN JENSEN**  
Director of Community Education and Recreation  
sjensen@isd717.org

Additional screening dates have been added for students entering Kindergarten in the fall who have not been screened yet. For more information on signing up please call the ELS office at 952-492-3233

**Kids Co:**

We currently have 53 students registered for the PreK - Grade 3 Summer Kids Co program. There are 10 students signed up for the J-Town Crew summer program which is for students entering grade 4 through 6 for the 2021-2022 school year. Kids Co registration can be found on our website as well.

<https://www.jordan.k12.mn.us/Page/1412>



Jordan High School  
600 Sunset Drive  
Jordan, Minnesota 55352  
952-492-4400 main | 952-492-4425 fax

**ANDREA SCHAAK**  
Nutritional Services Director  
aschaak@isd717.org

## **Nutritional Services School Board Report**

### **April 6th, 2021**

### **Andrea Schaak**

All kitchens have settled back into their 'normal' routines with having students back in our buildings. We have added back in some salad options for students at the Middle School and High School cafeterias. We are still not providing a full salad bar because of COVID restrictions, but are pre-making salads in containers for students to choose a salad if they want to add one to their meal. I know students have really missed the salad bar options and other entree options so we are trying to add additional options for students in a safe way.

I have just finished up a Commodity survey for the coming school year. We had \$83,370.00 dollars to use for entitlement. I was able to use all funds down to \$13.00 dollars. The bulk of the funds were used for DOD (Department of Defense) produce spending. The rest of the entitlement went to staples of our program, such as ground beef, canned fruit, frozen veggies, rice, cereal, cheese, ham, turkey, chicken, and some bread items.

At this time of year I stress to staff to start utilizing inventory that they may have in their coolers and freezers before the end of the year. We try to be creative and use up as much stock as possible.

I have to do a shout-out to my staff once again. They have been great working with less staff and working less hours while still producing excellent meals for our students. They have been real champs through this last year's challenges as they continue to serve students in the classroom, JVA students, and students in our buildings. Please let them know how much they are appreciated if you get the chance! Have a great April!

Andrea Schaak

## **Board Meeting 4.12.21**

### **Jordan School District #0717 Special Services Department Update:**

#### **Improve Student Achievement, Learning and Career and College Readiness**

- Each building department has been working on next year's caseloads and services for students on IEPs. We will be continuing to work on programming and services for our students as we move towards the 2021-2022 school year. Summer preparation will be set up with each building to review and determine programming for the 2021-2022 school year.
- The special services department is continuing to prepare for Extended School Year. Letters are being developed to send out to families of students who meet ESY criteria. Transportation will be arranged for all ESY students, including students that require special transportation.

#### **Improve Community Connection, Satisfaction, and Engagement**

- The Special Education Advisory Council (SEAC) held our second meeting on April 6, 2021. At this meeting we discussed our brochure and how we will provide this to parents yearly at open houses, IEP meetings, etc. We also discussed parent feedback on professional development for our staff (support and teaching staff). Parents also provided feedback on student transitions from building to building and how the district can best support students who transition from ECSE to Kindergarten, 4<sup>th</sup> to 5<sup>th</sup> grade, and 8<sup>th</sup> to 9<sup>th</sup> grade.
- The American Indian Parent Advisory Council held their monthly meeting on April 8, 2021. We looked over our AIPAC budget, discussed Horse Camp for this summer, options for banquet, graduation, etc. We also discussed our current level of support at JES, JMS, and JHS for our American Indian Students.
- The Jordan School District has students who will be attending our SOAR Transition Program. I have been meeting with parents on touring the program and setting up services for the 21-22 school year.

## **Provide a safe and collaborative culture in which to learn and work**

- I have been holding my monthly special education department meetings, OT/PT, nurse, social worker/mental health, and EL meetings. We are continuing to discuss the preparation for next school year, programming/services, curricular resources, and current workloads.

## **Be Fiscally Responsible and Maintain Quality Facilities**

- Amy Hafemann and I continue to meet and review our special education budget to ensure we are on track with our budgeted federal dollars. We are currently looking at the budget and staffing for the 2021-2022 school year.
- The ADSIS Team completed the ADSIS grant application for MDE. The team proposed funding for our Jordan Elementary, Middle, and High School in supporting students with academic, behavior, and discipline concerns. The district will find out if we qualify for any funding from this grant application in May.

## Technology Board Update 4-12-2021

### Device Recycling/Buyback

With the scheduled replacement of Chromebooks for grades 5th and 9th we have gained a higher number of non-used devices (spares). We work to keep about 10% of a model type available for spares for students if their device stops working throughout the school year. That number will be easy to reach with all the devices we are gaining from the replacement cycle. As these devices are newer and may still have some value I have reached out to IT recyclers/resellers to get prices of what we could get for selling our extra non-used Chromebooks instead of just recycling them with no gain.

### Auditorium System Installation

The installers for the new sound system were on-site over spring break to work on in the Auditorium. Most of the work was completed, but we are still waiting for a couple of last pieces to complete the project. We are working on getting training on the new system as it is able to produce sound, the parts that are back ordered are add-ons and only needed for larger performances. As the space is being used as a classroom this year it will be nice to have the new system up and running to be used by our staff daily or any future events.

# 2021 Board Committee & Liaison Assignments

## Standing Committee Assignments

Committee Name	School Board Member
Budget/Finance	Deb Pauly, Ryan Dahnert, Sandy Burke, Connie Hennen, Lauren Pedersen, Sara Lehnen, Molly Monyok
Calendar	Lauren Pedersen
City/School	Deb Pauly, Ryan Dahnert, Lauren Pedersen
Communications	Sandy Burke, Lauren Pedersen
Community Education/Recreation/Joint Powers	Lauren Pedersen, Sara Lehnen
Curriculum & Technology Integration Committee	Deb Pauly, Connie Hennen, Sandy Burke (Student Board representative)
Facilities	Deb Pauly, Ryan Dahnert, Molly Monyok
Meet and Confer/Continuing Education/Staff Development/Personnel	Deb Pauly, Ryan Dahnert (alternate - Connie Hennen)
Negotiations	Deb Pauly, Ryan Dahnert (Alternate - Lauren Pedersen)
Policy	Deb Pauly, Sandy Burke, Sara Lehnen

## Liaison/Points of Contact and Ad-Hoc Assignments

Committee Name	School Board Member
American Indian Parent Advisory Council (AIPAC)	Sandy Burke (alternate - Deb Pauly)
Booster Club	Sara Lehnen (alternate - Lauren Pedersen)
Education Foundation	Connie Hennen, Molly Monyok
Legislative	Deb Pauly
MSHSL	Deb Pauly
SCALE	Ryan Dahnert (alternate - Deb Pauly)
SCSC/Metro ECSU	Lauren Pedersen (alternate - Sandy Burke)
Special Education Advisory Council (SEAC)	Connie Hennen
SW Metro Intermediate District	Deb Pauly (alternate - Molly Monyok)

The Jordan Board of Education is comprised of seven elected members who govern the Jordan School District #717. The board hires the superintendent, sets policy, collaboratively sets the strategic plan for the district, approves staff hirings, resignations, terminations and leaves of absence, sets the annual local school levy, approves expenditures, oversees the district's budget and district facilities and equipment. **Learn more about each member by clicking on their Board Member Profile page.**

School Board Meetings are the 2nd and 4th Monday of each month unless posted differently. The meeting on the second Monday is a regular business meeting. The fourth Monday meeting is a workshop meeting.