



School District #316
PO Box 227
499 Powell Ave
Coleraine, MN 55722
Phone 218-247-7306

ISD 316 Priorities
High Standards & Quality Programs
Respectful & Responsible
Work Together

Superintendent
David Pace

Board of Directors

Michael Williams
Po Box 453
Bovey, MN 55709
218-481-2594

Bill Hoefl
26976 Eagleview Drive
Bovey, MN 55709
245-1314

LaNea Johnson
PO Box 117
Bovey, MN 55709
218-259-2324

Fred Tanner
25543 County Road 10
Bovey, MN 55709
244-2261

Bob Schwartz
34882 Scenic Hwy.
Bovey, MN 55709
245-2165

Gary "Nels" Gustason
PO Box 492
Coleraine, MN 55722
245-2302

ISD #316 REGULAR SCHOOL BOARD MEETING AGENDA
WEDNESDAY, MAY 27, 2020
6:00 PM – GREENWAY HIGH SCHOOL STAFF DEVELOPMENT ROOM

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA** (Deletions, Additions or Corrections)
Additions:
Approve donations to Class of 2020 Student Account Donations
Approval of motion stating: Greenway ISD 316 will conduct the 2020 commencement ceremony May 30, 2020 with in the guidelines establish by Minnesota Dept. of Education.
Approve contract with Carol Barnett, Food Service Coordinator, effective July 1, 2020.
Approve contract with Mark Backman, Maintenance Supervisor, effective July 1, 2020
Approve contract with Danae Rutherford, Human Resources/Payroll Coordinator, effective July 1, 2020
Approve contract with Chelsey Dagen, Community Education Programmer, effective July 1, 2020
Approve contract with Brandon Trbojevich, District Technology Coordinator, effective July 1, 2020

Deletion: Presentation by UNESCO regarding facilities
4. **APPROVAL OF MINUTES**
5. **PUBLIC INPUT** (please keep comments to 3 minutes)
6. **HIGH STANDARDS & QUALITY PROGRAMS**
7. **NEW BUSINESS**
 - a) Approve April 2020 Claims/Treasurer's Report
 - b) Approve wire transfers
 - c) Approve Consent Agenda
 - d) Approve donations to the Class of 2021.
-Schwartz Redi-Mix, Inc., \$100
-City of Taconite, \$100
 - e) Acknowledge donations to Class of 2020 Student Account for Banners
 - f) Resolution in relation to the termination and non-renewal of the Teacher Contract of Probationary Teacher(s)
 - g) Second Reading and Approval of Policy 534-Telemedicine
 - h) Approval of transcript grading during COVID 19 Distance Learning for the 2019-20 SY
Guidelines, as described below.
Through the lens of equity, integrity, and grace, we propose that all students earn an academic grade A through D as a final semester grade.
Teachers will average Quarter 3 and Quarter 4 grades.
Students that don't have a passing percentage at the end of the semester will receive a D- so they earn credit.
Given that the quarter ended abruptly, students should be encouraged and allowed to continue to work on Quarter 3 work through mid-quarter 4.
Students who are taking college in the schools courses should work with their teachers and counselors to determine steps if they are earning lower than a C.
The district will review student concerns regarding grades and determine if a grade override is necessary on a case by case basis.
 - i) Approval of motion stating: Greenway ISD 316 will conduct the 2020 commencement ceremony May 30, 2020 with in the guidelines establish by Minnesota Dept. of Education.
 - j) Approve contract with Carol Barnett, Food Service Coordinator, effective July 1, 2020.
 - k) Approve contract with Mark Backman, Maintenance Supervisor, effective July 1, 2020
 - l) Approve contract with Danae Rutherford, Human Resources/Payroll Coordinator, effective July 1, 2020
 - m) Approve contract with Chelsey Dagen, Community Education Programmer, effective July 1, 2020
 - n) Approve contract with Brandon Trbojevich, District Technology Coordinator, effective July 1, 2020
8. **WORK TOGETHER**

- a) From the School Board/Committee Updates
- b) From the Principals
- c) From the Supervisors
- d) From the Teachers
- e) From the Student Representative
- f) From the Business Manager
- g) From the Superintendent
 - 1. BoardBook Premier Intro
 - 2. Construction Project Update

9. **OLD BUSINESS**

10. **ADJOURN**

PUBLIC INPUT INFORMATION AND PROCEDURE

- Please sign up to speak prior to the commencement of the meeting.
- Public input will be limited to the time designated.
- Complaints about individuals and other matters not suitable for a public forum will be referred to appropriate personnel and not heard at the meeting.
- Persons who prefer to submit written remarks may do so. Your remarks will be read aloud by the Chair or copied and distributed to all members.



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|---|
| <p style="text-align: center;">ISD #316 REGULAR SCHOOL BOARD MEETING MINUTES Wednesday, April 29, 2020 6:00 PM – GREENWAY ADMINISTRATION CONFERENCE ROOM</p> |
|---|

1. **PLEDGE OF ALLEGIANCE**
2. **APPROVAL OF AGENDA** (Deletions, Additions or Corrections)
 - Revised Consent Agenda
 - Addition of "Approve payment in the amount of \$49,918.32 to Johnson Controls" in Item F
 - Addition of Item H- Discussion of Graduation Plans
 - Motioned by Johnson
 - Seconded by Williams
 - Upon vote being taken thereon, the following voted in favor: Johnson, Gustason, Schwartz, Williams, Tanner.
 - Against: none.
 - M.C.
3. **APPROVAL OF MINUTES**
 - Motioned by Schwartz
 - Seconded by Nells
 - Upon vote being taken thereon, the following voted in favor: Gustason, Schwartz, Johnson, Williams, Tanner.
 - Against: none.
 - M.C.
4. **PUBLIC INPUT** (please keep comments to 3 minutes)
5. **HIGH STANDARDS & QUALITY PROGRAMS**
6. **RESPECTFUL & RESPONSIBLE**
7. **NEW BUSINESS**
 - a) Approve March 2020 Claims/Treasurer's Report
 - Motioned by Tanner
 - Seconded by Schwartz
 - Upon vote being taken thereon, the following voted in favor: Tanner, Schwartz, Gustason, Hoeft, Johnson, Williams.
 - Against: none.
 - M.C.
 - b) Approve wire transfers
 - Motioned by Johnson
 - Seconded by Nells
 - Upon vote being taken thereon, the following voted in favor: Hoeft, Schwartz, Johnson, Tanner, Gustason, Williams.
 - Against: none.
 - M.C.
 - c) Consent Agenda
 - Motioned by Schwartz
 - Seconded by Hoeft
 - Upon vote being taken thereon, the following voted in favor: Hoeft, Schwartz, Johnson, Tanner, Gustason, Williams.
 - Against: none.
 - M.C.
 - d) Approve the Agreement for Consulting Services with Hildi, Inc. effective July 1, 2020.
 - Motioned by Johnson
 - Seconded by Hoeft
 - Upon vote being taken thereon, the following voted in favor: Hoeft, Schwartz, Johnson, Tanner, Gustason, Williams.
 - Against: none.
 - M.C.

- e) Approve FY 21 Contract for Leadership of Community Education between District 318 and 316
Motioned by Johnson
Seconded by Hoeft
Upon vote being taken thereon, the following voted in favor: Hoeft, Schwartz, Johnson, Tanner, Gustason, Williams.
Against: none.
M.C.
- f) Greenway Public Schools 2020 Ventilation Improvements
-Approve payment in the amount of \$34,189.55 to JK Mechanical Contractors, Inc.
-Approve payment in the amount of \$49,918.32 to Johnson Controls, Inc.
Motioned by Tanner
Seconded by Williams
Upon vote being taken thereon, the following voted in favor: Hoeft, Schwartz, Johnson, Tanner, Gustason, Williams.
Against: none.
M.C.
- g) First Reading and Approval of Policy 534-Telemedicine
Motioned by Hoeft
Seconded by Gustason
Upon vote being taken thereon, the following voted in favor: Hoeft, Schwartz, Johnson, Tanner, Gustason, Williams.
Against: none.
M.C.
- h) Discussion on Graduation 2020.

8. WORK TOGETHER

- a) From the School Board/Committee Updates
- b) From the Principals
- c) From the Supervisors
- d) From the Teachers
- e) From the Student Representative
- f) From the Business Manager
- g) From the Superintendent

9. OLD BUSINESS

10. ADJOURN

Motioned by Schwartz
Seconded by Gustason
All in favor.
M.C.

PUBLIC INPUT INFORMATION AND PROCEDURE

- Please sign up to speak prior to the commencement of the meeting.
- Public input will be limited to the time designated.
- Complaints about individuals and other matters not suitable for a public forum will be referred to appropriate personnel and not heard at the meeting.
- Persons who prefer to submit written remarks may do so. Your remarks will be read aloud by the Chair or copied and distributed to all members.

**IND. SCHOOL DISTRICT NO. 316
GREENWAY PUBLIC SCHOOL
TREASURER'S REPORT**

DATE OF REPORT: MAY 14, 2020

FOR PERIOD OF:
APRIL 2020

| FUNDS | BEGINNING BALANCE | REVENUES | EXPENDITURES | PAYROLL EXPENDITURE | ENDING BALANCE |
|---------------------------------|----------------------|---------------------|-----------------------|------------------------|----------------------|
| General Fund (01) | 5,376,054.08 | 1,568,085.57 | (384,700.91) | (764,547.88) | 5,794,890.86 |
| General Fund (01)-INVESTMENTS | 2,009,753.51 | 0.00 | 0.00 | | 2,009,753.51 |
| Food Service Fund (02) | 159,103.63 | 91,412.63 | (22,885.77) | (27,569.53) | 200,060.96 |
| Community Service Fund (04) | 99,395.36 | 2,003.15 | (277.14) | (8,623.26) | 92,498.11 |
| Building Construction Fund (06) | 9,447,630.30 | 237,600.00 | (579,676.00) | | 9,105,554.30 |
| Debt Redemption (07) | (158,226.82) | 0.00 | 0.00 | | (158,226.82) |
| Student Activities (11) | 88,794.67 | 1,037.44 | (4,791.49) | | 85,040.62 |
| Irrevocable Trust (45) | 7,192,356.35 | 19,179.27 | (71,664.50) | | 7,139,871.12 |
| Irrevocable Trust (47) | (201,262.00) | 0.00 | 0.00 | | (201,262.00) |
| TOTAL | 24,013,599.08 | 1,919,318.06 | (1,063,995.81) | (800,740.67) | 24,068,180.66 |

RANDI JURGANSEN
BUSINESS MANAGER

Greenway ISD #316

Payment Reg by Bank and Check

| Co | Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Print | Recon | Void | Curr | Pay/Void | Amount |
|------|------|-------|--------|----------|----------|----------|-------|---------------------------------|-------|-------|------|------|------------|-----------|
| | | | | | | | | | | | | | Date | |
| 0316 | 1 | | 47717 | 79144 | Check | 1 | 4949 | APG MEDIA OF MN | Yes | Yes | No | USD | 04/22/2020 | 258.00 |
| 0316 | 1 | | 47714 | 79145 | Check | 1 | 07207 | CHILDREN'S MENTAL HEALTH SERV | Yes | No | No | USD | 04/22/2020 | 18,240.00 |
| 0316 | 1 | | 47715 | 79146 | Check | 1 | 30938 | POPLERS MUSIC INC | Yes | No | No | USD | 04/22/2020 | 1,910.20 |
| 0316 | 1 | | 47716 | 79147 | Check | 1 | 4508 | SPEECH PARTNERS, LLC | Yes | Yes | No | USD | 04/22/2020 | 4,043.00 |
| 0316 | 1 | | 47720 | 79148 | Check | 1 | 4091 | CENTURYLINK | Yes | No | No | USD | 04/23/2020 | 878.70 |
| 0316 | 1 | | 47721 | 79149 | Check | 1 | 4837 | CONSOLIDATED COMMUNICATIONS | Yes | Yes | No | USD | 04/23/2020 | 727.66 |
| 0316 | 1 | | 47722 | 79150 | Check | 1 | 5339 | D & D BEVERAGE | Yes | Yes | No | USD | 04/23/2020 | 120.80 |
| 0316 | 1 | | 47718 | 79151 | Check | 1 | 3593 | MN DEPT OF LABOR & INDUSTRY | Yes | Yes | No | USD | 04/23/2020 | 14.00 |
| 0316 | 1 | | 47719 | 79152 | Check | 1 | 3593 | MN DEPT OF LABOR & INDUSTRY | Yes | Yes | No | USD | 04/23/2020 | 14.00 |
| 0316 | 1 | | 47734 | 79153 | Check | 1 | 3588 | BSN SPORTS | Yes | No | No | USD | 04/29/2020 | 621.19 |
| 0316 | 1 | | 47725 | 79154 | Check | 1 | 07037 | CDW GOVERNMENT INC | Yes | No | No | USD | 04/29/2020 | 12,558.80 |
| 0316 | 1 | | 47736 | 79155 | Check | 1 | 5022 | CHROMEBOOK PARTS.COM | Yes | No | No | USD | 04/29/2020 | 94.98 |
| 0316 | 1 | | 47727 | 79156 | Check | 1 | 1784 | CULLIGAN OF NE MINNESOTA | Yes | No | No | USD | 04/29/2020 | 89.50 |
| 0316 | 1 | | 47735 | 79157 | Check | 1 | 4326 | DELTA DENTAL OF MN | Yes | No | No | USD | 04/29/2020 | 12,490.06 |
| 0316 | 1 | | 47731 | 79158 | Check | 1 | 2771 | LOFFLER - 131511 | Yes | No | No | USD | 04/29/2020 | 1,428.04 |
| 0316 | 1 | | 47733 | 79159 | Check | 1 | 3428 | MACGILL DISCOUNT SCH NURSE SUP | Yes | No | No | USD | 04/29/2020 | 277.00 |
| 0316 | 1 | | 47737 | 79160 | Check | 1 | 90420 | MADISON NATIONAL LIFE INS CO | Yes | No | No | USD | 04/29/2020 | 2,799.89 |
| 0316 | 1 | | 47738 | 79161 | Check | 1 | 90420 | MADISON NATIONAL LIFE INS CO | Yes | No | No | USD | 04/29/2020 | 1,206.88 |
| 0316 | 1 | | 47728 | 79162 | Check | 1 | 2323 | METRO SALES INCORPORATED | Yes | No | No | USD | 04/29/2020 | 3,562.30 |
| 0316 | 1 | | 47729 | 79163 | Check | 1 | 25600 | MINNESOTA POWER | Yes | No | No | USD | 04/29/2020 | 387.24 |
| 0316 | 1 | | 47730 | 79164 | Check | 1 | 25600 | MINNESOTA POWER | Yes | No | No | USD | 04/29/2020 | 12,060.63 |
| 0316 | 1 | | 47732 | 79165 | Check | 1 | 28695 | NORTHEAST SERVICE COOPERATIVE | Yes | No | No | USD | 04/29/2020 | 895.00 |
| 0316 | 1 | | 47726 | 79166 | Check | 1 | 1330 | NORTHERN BUSINESS PRODUCTS | Yes | No | No | USD | 04/29/2020 | 265.51 |
| 0316 | 1 | | 47745 | 79167 | Check | 1 | 5415 | DAVIDSON, BRENDA | Yes | No | No | USD | 04/30/2020 | 95.00 |
| 0316 | 1 | | 47740 | 79168 | Check | 1 | 5410 | DONAHUE, TONY | Yes | No | No | USD | 04/30/2020 | 25.00 |
| 0316 | 1 | | 47744 | 79169 | Check | 1 | 5414 | HUBBARD, SANDRA | Yes | No | No | USD | 04/30/2020 | 95.00 |
| 0316 | 1 | | 47739 | 79170 | Check | 1 | 5409 | RICK SWEDEEN | Yes | No | No | USD | 04/30/2020 | 115.00 |
| 0316 | 1 | | 47741 | 79171 | Check | 1 | 5411 | TINQUIST, KAREN | Yes | No | No | USD | 04/30/2020 | 115.00 |
| 0316 | 1 | | 47742 | 79172 | Check | 1 | 5412 | TRBOYEVICH, DENISE | Yes | No | No | USD | 04/30/2020 | 115.00 |
| 0316 | 1 | | 47743 | 79173 | Check | 1 | 5413 | TROUMBLY, CARLA | Yes | No | No | USD | 04/30/2020 | 95.00 |
| 0316 | 1 | | 47746 | 79174 | Check | 1 | 3408 | MEDICAREBLUE RX | Yes | No | No | USD | 05/01/2020 | 17,755.00 |
| 0316 | 1 | | 47747 | 79175 | Check | 1 | 3535 | NK-G TRANSPORTATION, INC | Yes | No | No | USD | 05/01/2020 | 57,456.00 |
| 0316 | 1 | | 47799 | 79176 | Check | 1 | 4195 | JK MECHANICAL CONTRACTORS INC | Yes | No | No | USD | 05/05/2020 | 34,189.55 |
| 0316 | 1 | | 47797 | 79177 | Check | 1 | 19349 | JOHNSON CONTROLS INC | Yes | No | No | USD | 05/05/2020 | 49,918.32 |
| 0316 | 1 | | 47800 | 79178 | Check | 1 | 5436 | KING, GINA | Yes | No | No | USD | 05/05/2020 | 70.00 |
| 0316 | 1 | | 47798 | 79179 | Check | 1 | 3812 | PAUL BUNYAN TELEPHONE | Yes | No | No | USD | 05/05/2020 | 900.00 |
| 0316 | 1 | | 47803 | 79180 | Check | 1 | 3213 | AT&T MOBILITY | Yes | No | No | USD | 05/05/2020 | 64.23 |
| 0316 | 1 | | 47802 | 79181 | Check | 1 | 18860 | ITASCA COUNTY AUDITOR / TREASUR | Yes | No | No | USD | 05/05/2020 | 2,628.25 |
| 0316 | 1 | | 47801 | 79182 | Check | 1 | 1450 | WALMART | Yes | No | No | USD | 05/05/2020 | 485.94 |

Greenway ISD #316

Payment Reg by Bank and Check

| Co | Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Print | Recon | Void | Curr | Pay/Void | Amount |
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| | | | | | | | | | | | | | Date | |
| 0316 | 1 | | 47813 | 79183 | Check | 1 | 3283 | BURT, SHARON | Yes | No | No | USD | 05/07/2020 | 39.50 |
| 0316 | 1 | | 47809 | 79184 | Check | 1 | 07809 | CITY OF COLERAINE | Yes | No | No | USD | 05/07/2020 | 1,973.58 |
| 0316 | 1 | | 47814 | 79185 | Check | 1 | 3295 | GOULD, MARCELLA | Yes | No | No | USD | 05/07/2020 | 50.01 |
| 0316 | 1 | | 47815 | 79186 | Check | 1 | 3296 | GRANT, NORMA | Yes | No | No | USD | 05/07/2020 | 159.83 |
| 0316 | 1 | | 47811 | 79187 | Check | 1 | 2842 | GRENIER, GARY | Yes | No | No | USD | 05/07/2020 | 238.00 |
| 0316 | 1 | | 47816 | 79188 | Check | 1 | 3298 | HARE, WILLIAM | Yes | No | No | USD | 05/07/2020 | 223.90 |
| 0316 | 1 | | 47817 | 79189 | Check | 1 | 3299 | HECIMOVICH, DARREL | Yes | No | No | USD | 05/07/2020 | 159.00 |
| 0316 | 1 | | 47818 | 79190 | Check | 1 | 3304 | JAKOVICH, MEREDITH | Yes | No | No | USD | 05/07/2020 | 118.50 |
| 0316 | 1 | | 47824 | 79191 | Check | 1 | 3344 | MATANICH, BARBARA | Yes | No | No | USD | 05/07/2020 | 39.50 |
| 0316 | 1 | | 47825 | 79192 | Check | 1 | 3345 | PATTERSON, HELEN | Yes | No | No | USD | 05/07/2020 | 58.50 |
| 0316 | 1 | | 47819 | 79193 | Check | 1 | 3311 | PORTER, JEAN | Yes | No | No | USD | 05/07/2020 | 112.31 |
| 0316 | 1 | | 47812 | 79194 | Check | 1 | 32401 | RANGE WATER CONDITIONING | Yes | No | No | USD | 05/07/2020 | 34.80 |
| 0316 | 1 | | 47810 | 79195 | Check | 1 | 1442 | RIMA, DELORES | Yes | No | No | USD | 05/07/2020 | 39.50 |
| 0316 | 1 | | 47820 | 79196 | Check | 1 | 3315 | RUUHELA, GERALD | Yes | No | No | USD | 05/07/2020 | 117.50 |
| 0316 | 1 | | 47821 | 79197 | Check | 1 | 3322 | SKADSEM, KATHLEEN | Yes | No | No | USD | 05/07/2020 | 39.50 |
| 0316 | 1 | | 47822 | 79198 | Check | 1 | 3323 | SKARP, ALLAN | Yes | No | No | USD | 05/07/2020 | 39.50 |
| 0316 | 1 | | 47823 | 79199 | Check | 1 | 3332 | UZELAC, PETER | Yes | No | No | USD | 05/07/2020 | 216.25 |
| 0316 | 1 | | 47834 | 79200 | Check | 1 | 4250 | AMERICAN BANK OF THE NORTH-VIS/ | Yes | No | No | USD | 05/13/2020 | 5,002.62 |
| 0316 | 1 | | 47838 | 79201 | Check | 1 | 5166 | BOYS AND GIRLS CLUBS OF THE NOR | Yes | No | No | USD | 05/13/2020 | 10,000.00 |
| 0316 | 1 | | 47831 | 79202 | Check | 1 | 3588 | BSN SPORTS | Yes | No | No | USD | 05/13/2020 | 168.45 |
| 0316 | 1 | | 47832 | 79203 | Check | 1 | 3681 | CALUMET PUBLIC LIBRARY | Yes | No | No | USD | 05/13/2020 | 150.00 |
| 0316 | 1 | | 47826 | 79204 | Check | 1 | 07037 | CDW GOVERNMENT INC | Yes | No | No | USD | 05/13/2020 | 3,516.11 |
| 0316 | 1 | | 47828 | 79205 | Check | 1 | 2547 | CITY OF BOVEY | Yes | No | Yes | USD | 05/13/2020 | 0.00 |
| 0316 | 1 | | 47837 | 79206 | Check | 1 | 4762 | DEPT OF EMPLOYMENT AND ECON DE | Yes | No | No | USD | 05/13/2020 | 4,391.93 |
| 0316 | 1 | | 47839 | 79207 | Check | 1 | 5464 | MCDONALD, JUDITH | Yes | No | No | USD | 05/13/2020 | 45.00 |
| 0316 | 1 | | 47827 | 79208 | Check | 1 | 1682 | PAN O GOLD BAKING CO | Yes | No | No | USD | 05/13/2020 | 554.70 |
| 0316 | 1 | | 47829 | 79209 | Check | 1 | 32529 | RAPIDS WELDING SUPPLY | Yes | No | No | USD | 05/13/2020 | 99.75 |
| 0316 | 1 | | 47830 | 79210 | Check | 1 | 33500 | SANDSTROM'S | Yes | No | No | USD | 05/13/2020 | 3,209.85 |
| 0316 | 1 | | 47835 | 79211 | Check | 1 | 4463 | SMITH, AMY | Yes | No | No | USD | 05/13/2020 | 87.65 |
| 0316 | 1 | | 47833 | 79212 | Check | 1 | 40100 | UPPER LAKES FOODS INC | Yes | No | No | USD | 05/13/2020 | 10,366.65 |
| 0316 | 1 | | 47836 | 79213 | Check | 1 | 4660 | WILLIAMS SCOTSMAN, INC | Yes | No | No | USD | 05/13/2020 | 2,731.25 |
| 0316 | 1 | | 47841 | 79214 | Check | 1 | 2547 | CITY OF BOVEY | Yes | No | No | USD | 05/13/2020 | 72.44 |
| 0316 | 1 | | 47840 | 79215 | Check | 1 | 22400 | CITY OF MARBLE | Yes | No | No | USD | 05/13/2020 | 457.00 |
| 0316 | 1 | | 47888 | 79216 | Check | 1 | 5480 | ADAMSON, JEFFREY | Yes | No | No | USD | 05/15/2020 | 2.45 |
| 0316 | 1 | | 47882 | 79217 | Check | 1 | 5474 | BLUE, JULIE | Yes | No | No | USD | 05/15/2020 | 34.80 |
| 0316 | 1 | | 47860 | 79218 | Check | 1 | 4620 | BUSH, TRISHA | Yes | No | No | USD | 05/15/2020 | 14.20 |
| 0316 | 1 | | 47887 | 79219 | Check | 1 | 5479 | CARLSON, TAMMY | Yes | No | No | USD | 05/15/2020 | 10.80 |
| 0316 | 1 | | 47883 | 79220 | Check | 1 | 5475 | CASTELLANO, SHANE | Yes | No | No | USD | 05/15/2020 | 31.35 |
| 0316 | 1 | | 47842 | 79221 | Check | 1 | 07809 | CITY OF COLERAINE | Yes | No | No | USD | 05/15/2020 | 10,020.48 |

Greenway ISD #316 Payment Reg by Bank and Check

| Co | Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Print | Recon | Void | Curr | Pay/Void | Amount |
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| | | | | | | | | | | | | | Date | |
| 0316 | 1 | | 47855 | 79222 | Check | 1 | 22400 | CITY OF MARBLE | Yes | No | No | USD | 05/15/2020 | 3,000.00 |
| 0316 | 1 | | 47861 | 79223 | Check | 1 | 4837 | CONSOLIDATED COMMUNICATIONS | Yes | No | No | USD | 05/15/2020 | 690.76 |
| 0316 | 1 | | 47886 | 79224 | Check | 1 | 5478 | DUQUETTE, DOROTHY | Yes | No | No | USD | 05/15/2020 | 33.10 |
| 0316 | 1 | | 47863 | 79225 | Check | 1 | 5104 | FOSS, LAURA | Yes | No | No | USD | 05/15/2020 | 69.65 |
| 0316 | 1 | | 47845 | 79226 | Check | 1 | 14700 | GREENWAY JOINT RECREATION ASSI | Yes | No | No | USD | 05/15/2020 | 25,715.00 |
| 0316 | 1 | | 47846 | 79227 | Check | 1 | 15627 | HAWKINS INC | Yes | No | No | USD | 05/15/2020 | 48.06 |
| 0316 | 1 | | 47885 | 79228 | Check | 1 | 5477 | HENDRICKSON, ANGIE | Yes | No | No | USD | 05/15/2020 | 5.90 |
| 0316 | 1 | | 47847 | 79229 | Check | 1 | 15823 | HERC-U-LIFT | Yes | No | No | USD | 05/15/2020 | 155.96 |
| 0316 | 1 | | 47848 | 79230 | Check | 1 | 16150 | HILLYARD/HUTCHINSON | Yes | No | No | USD | 05/15/2020 | 896.00 |
| 0316 | 1 | | 47857 | 79231 | Check | 1 | 3457 | IASC | Yes | No | No | USD | 05/15/2020 | 47,356.70 |
| 0316 | 1 | | 47871 | 79232 | Check | 1 | 5218 | INNOVATIONAL WATER SOLUTIONS | Yes | No | No | USD | 05/15/2020 | 425.71 |
| 0316 | 1 | | 47849 | 79233 | Check | 1 | 17065 | ISD #0118 - NORTHLAND COMMUNIT | Yes | No | No | USD | 05/15/2020 | 5,000.00 |
| 0316 | 1 | | 47850 | 79234 | Check | 1 | 17220 | ISD #0317 - DEER RIVER | Yes | No | No | USD | 05/15/2020 | 239.93 |
| 0316 | 1 | | 47852 | 79235 | Check | 1 | 17300 | ISD #0318 - GRAND RAPIDS | Yes | No | No | USD | 05/15/2020 | 6,828.46 |
| 0316 | 1 | | 47851 | 79236 | Check | 1 | 17225 | ISD #0319 - NASHWAUK-KEEWATIN | Yes | No | No | USD | 05/15/2020 | 2,500.00 |
| 0316 | 1 | | 47853 | 79237 | Check | 1 | 18750 | ITASCA COMMUNITY COLLEGE | Yes | No | No | USD | 05/15/2020 | 68,366.18 |
| 0316 | 1 | | 47864 | 79238 | Check | 1 | 5113 | JAMAR COMPANY | Yes | No | No | USD | 05/15/2020 | 3,534.67 |
| 0316 | 1 | | 47854 | 79239 | Check | 1 | 19504 | KANGAS, BONNIE | Yes | No | No | USD | 05/15/2020 | 625.00 |
| 0316 | 1 | | 47889 | 79240 | Check | 1 | 5481 | KATUZNY, NATHAN | Yes | No | No | USD | 05/15/2020 | 17.50 |
| 0316 | 1 | | 47866 | 79241 | Check | 1 | 5168 | MAAE | Yes | No | No | USD | 05/15/2020 | 100.00 |
| 0316 | 1 | | 47867 | 79242 | Check | 1 | 5168 | MAAE | Yes | No | No | USD | 05/15/2020 | 100.00 |
| 0316 | 1 | | 47868 | 79243 | Check | 1 | 5168 | MAAE | Yes | No | No | USD | 05/15/2020 | 100.00 |
| 0316 | 1 | | 47869 | 79244 | Check | 1 | 5168 | MAAE | Yes | No | No | USD | 05/15/2020 | 250.00 |
| 0316 | 1 | | 47870 | 79245 | Check | 1 | 5204 | MARTIN'S SNOWPLOW AND EQUIPME | Yes | No | No | USD | 05/15/2020 | 779.98 |
| 0316 | 1 | | 47858 | 79246 | Check | 1 | 3535 | NK-G TRANSPORTATION, INC | Yes | No | No | USD | 05/15/2020 | 47,545.75 |
| 0316 | 1 | | 47874 | 79247 | Check | 1 | 5348 | NORDLUM, ALICE | Yes | No | No | USD | 05/15/2020 | 5.30 |
| 0316 | 1 | | 47856 | 79248 | Check | 1 | 28695 | NORTHEAST SERVICE COOPERATIVE | Yes | No | No | USD | 05/15/2020 | 183.50 |
| 0316 | 1 | | 47844 | 79249 | Check | 1 | 1330 | NORTHERN BUSINESS PRODUCTS | Yes | No | No | USD | 05/15/2020 | 2,009.40 |
| 0316 | 1 | | 47880 | 79250 | Check | 1 | 5472 | PFLUEGER, SHARON | Yes | No | No | USD | 05/15/2020 | 36.85 |
| 0316 | 1 | | 47862 | 79251 | Check | 1 | 5041 | RJ'S MARKET | Yes | No | No | USD | 05/15/2020 | 175.53 |
| 0316 | 1 | | 47877 | 79252 | Check | 1 | 5468 | ROWE, TRACI | Yes | No | No | USD | 05/15/2020 | 133.85 |
| 0316 | 1 | | 47884 | 79253 | Check | 1 | 5476 | SHEVICH, KRISTA | Yes | No | No | USD | 05/15/2020 | 2.00 |
| 0316 | 1 | | 47876 | 79254 | Check | 1 | 5455 | SMITH, TANJA | Yes | No | No | USD | 05/15/2020 | 115.00 |
| 0316 | 1 | | 47859 | 79255 | Check | 1 | 4508 | SPEECH PARTNERS, LLC | Yes | No | No | USD | 05/15/2020 | 2,567.50 |
| 0316 | 1 | | 47875 | 79256 | Check | 1 | 5412 | TRBOYEVICH, DENISE | Yes | No | No | USD | 05/15/2020 | 19.75 |
| 0316 | 1 | | 47865 | 79257 | Check | 1 | 5148 | TROMCO ELECTRIC, LLC | Yes | No | No | USD | 05/15/2020 | 986.00 |
| 0316 | 1 | | 47873 | 79258 | Check | 1 | 5323 | UNESCO, INC | Yes | No | No | USD | 05/15/2020 | 248,639.00 |
| 0316 | 1 | | 47881 | 79259 | Check | 1 | 5473 | VEKICH, ANGELA | Yes | No | No | USD | 05/15/2020 | 12.05 |
| 0316 | 1 | | 47879 | 79260 | Check | 1 | 5471 | WARWAS, SHAWN | Yes | No | No | USD | 05/15/2020 | 27.00 |

Greenway ISD #316 Payment Reg by Bank and Check

| Co | Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Print | Recon | Void | Curr | Pay/Void | Amount |
|------|------|-------|--------|----------|----------|----------|-------|--------------------------------|-------|-------|------|------|-------------|--------------|
| | | | | | | | | | | | | | Date | |
| 0316 | 1 | | 47843 | 79261 | Check | 1 | 1170 | WASTE MANAGEMENT WI-MN | Yes | No | No | USD | 05/15/2020 | 2,535.60 |
| 0316 | 1 | | 47878 | 79262 | Check | 1 | 5470 | WEBER, JODI | Yes | No | No | USD | 05/15/2020 | 6.00 |
| 0316 | 1 | | 47872 | 79263 | Check | 1 | 5235 | WELLS FARGO BANK-CTS PAYMENT F | Yes | No | No | USD | 05/15/2020 | 6,631.25 |
| 0316 | 1 | | 47908 | 79264 | Check | 1 | 5405 | ANY WAY YOU WANT IT MOVING | Yes | No | No | USD | 05/19/2020 | 5,800.00 |
| 0316 | 1 | | 47892 | 79265 | Check | 1 | 07037 | CDW GOVERNMENT INC | Yes | No | No | USD | 05/19/2020 | 235.11 |
| 0316 | 1 | | 47901 | 79266 | Check | 1 | 4091 | CENTURYLINK | Yes | No | No | USD | 05/19/2020 | 860.73 |
| 0316 | 1 | | 47900 | 79267 | Check | 1 | 3724 | EDUCATORS BENEFIT CONSULTANTS | Yes | No | No | USD | 05/19/2020 | 115.41 |
| 0316 | 1 | | 47894 | 79268 | Check | 1 | 14598 | GRAND RAPIDS NEWSPAPERS INC | Yes | No | No | USD | 05/19/2020 | 70.00 |
| 0316 | 1 | | 47895 | 79269 | Check | 1 | 17300 | ISD #0318 - GRAND RAPIDS | Yes | No | No | USD | 05/19/2020 | 982.74 |
| 0316 | 1 | | 47896 | 79270 | Check | 1 | 2091 | JOSTENS | Yes | No | No | USD | 05/19/2020 | 327.27 |
| 0316 | 1 | | 47899 | 79271 | Check | 1 | 2771 | LOFFLER - 131511 | Yes | No | No | USD | 05/19/2020 | 362.70 |
| 0316 | 1 | | 47907 | 79272 | Check | 1 | 4862 | MCGRAW HILL EDUCATIONAL HOLDIN | Yes | No | No | USD | 05/19/2020 | 16,979.25 |
| 0316 | 1 | | 47906 | 79273 | Check | 1 | 4822 | MEI TOTAL ELEVATOR SOLUTIONS | Yes | No | No | USD | 05/19/2020 | 171.39 |
| 0316 | 1 | | 47898 | 79274 | Check | 1 | 2743 | MINNESOTA ENERGY RESOURCES CC | Yes | No | No | USD | 05/19/2020 | 7,284.14 |
| 0316 | 1 | | 47897 | 79275 | Check | 1 | 25600 | MINNESOTA POWER | Yes | No | No | USD | 05/19/2020 | 9,037.10 |
| 0316 | 1 | | 47893 | 79276 | Check | 1 | 1330 | NORTHERN BUSINESS PRODUCTS | Yes | No | No | USD | 05/19/2020 | 47.32 |
| 0316 | 1 | | 47902 | 79277 | Check | 1 | 4367 | SCHOOL SPECIALTY | Yes | No | No | USD | 05/19/2020 | 159.97 |
| 0316 | 1 | | 47903 | 79278 | Check | 1 | 4508 | SPEECH PARTNERS, LLC | Yes | No | No | USD | 05/19/2020 | 2,041.00 |
| 0316 | 1 | | 47905 | 79279 | Check | 1 | 4749 | TOSHIBA FINANCIAL SERVICES | Yes | No | No | USD | 05/19/2020 | 473.09 |
| 0316 | 1 | | 47904 | 79280 | Check | 1 | 4671 | WDSE-WRPT | Yes | No | No | USD | 05/19/2020 | 255.90 |
| | | | | | | | | | | | | | Bank Total: | \$817,365.84 |
| 0316 | 11 | | 47712 | 1737 | Check | 1 | 30938 | POPLERS MUSIC INC | Yes | No | No | USD | 04/22/2020 | 454.00 |
| 0316 | 11 | | 47713 | 1738 | Check | 1 | 5363 | VEX ROBOTICS | Yes | Yes | No | USD | 04/22/2020 | 410.96 |
| 0316 | 11 | | 47748 | 1739 | Check | 1 | 5416 | ANDERSON, BRIANNA | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47749 | 1740 | Check | 1 | 5417 | CARPENTER, JASON | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47750 | 1741 | Check | 1 | 5418 | CHUPURDIA, SARA | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47751 | 1742 | Check | 1 | 5419 | DAOUST, LORI ANN | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47752 | 1743 | Check | 1 | 5420 | DE CHAMPEAU, ANDREA | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47753 | 1744 | Check | 1 | 5421 | EIDEN, TRISHA | Yes | No | No | USD | 05/01/2020 | 38.00 |
| 0316 | 11 | | 47754 | 1745 | Check | 1 | 5422 | ELLIS, AMY | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47755 | 1746 | Check | 1 | 5423 | ERICKSON, AMY | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47756 | 1747 | Check | 1 | 5424 | FLEISCHMAN, DEBRA | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47757 | 1748 | Check | 1 | 5425 | GIBEAU, MARIA | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47758 | 1749 | Check | 1 | 5426 | GOLLNOW, JULIE | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47759 | 1750 | Check | 1 | 5427 | GRELL, LISA | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47760 | 1751 | Check | 1 | 5428 | GRIGGS, CARMEN | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47762 | 1752 | Check | 1 | 5430 | HANNAH, PATRICK | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47761 | 1753 | Check | 1 | 5429 | HANSON, TASHA | Yes | No | No | USD | 05/01/2020 | 8.00 |

Greenway ISD #316

Payment Reg by Bank and Check

| Co | Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Print | Recon | Void | Curr | Pay/Void | Amount |
|------|------|-------|--------|----------|----------|----------|-------|---------------------|-------|-------|------|------|------------|--------|
| | | | | | | | | | | | | | Date | |
| 0316 | 11 | | 47763 | 1754 | Check | 1 | 5431 | HEINRICH, ELIZABETH | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47764 | 1755 | Check | 1 | 5432 | HICKS, JODY | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47765 | 1756 | Check | 1 | 5433 | HOCKING, JASON | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47766 | 1757 | Check | 1 | 5434 | HRON, JUSTIN | Yes | No | No | USD | 05/01/2020 | 16.00 |
| 0316 | 11 | | 47767 | 1758 | Check | 1 | 5435 | JOHNS, JEFF | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47768 | 1759 | Check | 1 | 5436 | KING, GINA | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47769 | 1760 | Check | 1 | 5437 | KORTEKAAS, JENNIE | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47770 | 1761 | Check | 1 | 5438 | SWEDEEN, RICK | Yes | No | No | USD | 05/01/2020 | 8.00 |
| 0316 | 11 | | 47776 | 1762 | Check | 1 | 5440 | KREUTZ, SAMANTHA | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47777 | 1763 | Check | 1 | 5441 | KUJALA, JENNY | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47778 | 1764 | Check | 1 | 5442 | LAFOND, KRISTINA | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47775 | 1765 | Check | 1 | 4583 | MADDY, CHRISTINE | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47774 | 1766 | Check | 1 | 4560 | MALLUM, JOEL | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47779 | 1767 | Check | 1 | 5443 | MANN, AMY | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47780 | 1768 | Check | 1 | 5444 | OVIATT, RODNEY | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47781 | 1769 | Check | 1 | 5445 | PETERSON, ERIC | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47771 | 1770 | Check | 1 | 30480 | PETERSON, JERI | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47782 | 1771 | Check | 1 | 5446 | PLACKNER, JESSIKA | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47783 | 1772 | Check | 1 | 5447 | PLACKNER, VALERIE | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47784 | 1773 | Check | 1 | 5448 | RAJALA, ANNA | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47785 | 1774 | Check | 1 | 5449 | REED, LESLIE | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47786 | 1775 | Check | 1 | 5450 | RICHARDS, ABBY | Yes | No | No | USD | 05/04/2020 | 16.00 |
| 0316 | 11 | | 47787 | 1776 | Check | 1 | 5451 | ROSS, RENEE | Yes | No | No | USD | 05/04/2020 | 19.00 |
| 0316 | 11 | | 47788 | 1777 | Check | 1 | 5452 | RUST, TINA | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47789 | 1778 | Check | 1 | 5453 | RUTHERFORD, GWEN | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47790 | 1779 | Check | 1 | 5454 | SACCOMAN, BECKY | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47773 | 1780 | Check | 1 | 4463 | SMITH, AMY | Yes | No | No | USD | 05/04/2020 | 19.00 |
| 0316 | 11 | | 47791 | 1781 | Check | 1 | 5455 | SMITH, TANJA | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47792 | 1782 | Check | 1 | 5456 | SWANSON, SHARI | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47793 | 1783 | Check | 1 | 5457 | SWICK, RACHEL | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47794 | 1784 | Check | 1 | 5458 | THOENNES, COREY | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47795 | 1785 | Check | 1 | 5459 | WARWAS, REBECCA | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47772 | 1786 | Check | 1 | 4439 | WEBB, KIRSTEN | Yes | No | No | USD | 05/04/2020 | 8.00 |
| 0316 | 11 | | 47796 | 1787 | Check | 1 | 5461 | WENGER, JAKE | Yes | No | No | USD | 05/04/2020 | 19.00 |
| 0316 | 11 | | 47806 | 1788 | Check | 1 | 5333 | BOYS & GIRLS CLUBS | Yes | No | No | USD | 05/05/2020 | 461.82 |
| 0316 | 11 | | 47805 | 1789 | Check | 1 | 2841 | GT GRAPHICS | Yes | No | No | USD | 05/05/2020 | 774.25 |
| 0316 | 11 | | 47807 | 1790 | Check | 1 | 5408 | KARTAK, JONATHAN | Yes | No | No | USD | 05/05/2020 | 54.42 |
| 0316 | 11 | | 47804 | 1791 | Check | 1 | 1450 | WALMART | Yes | No | No | USD | 05/05/2020 | 186.49 |
| 0316 | 11 | | 47890 | 1792 | Check | 1 | 5219 | REGION II MAAE | Yes | No | No | USD | 05/15/2020 | 100.00 |

Greenway ISD #316

Payment Reg by Bank and Check

| Co | Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Print | Recon | Void | Curr | Pay/Void Date | Amount |
|------|------|-------|--------|----------|----------|----------|-----|------------------|-------|-------|------|------|---------------|--------|
| 0316 | 11 | | 47891 | 1793 | Check | 1 5462 | | U OF M CROOKSTON | Yes | No | No | USD | 05/15/2020 | 100.00 |

Bank Total:

Report Total:

Greenway ISD #316

Payment Reg by Bank and Check

| Co | Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Print | Recon | Void | Curr | Pay/Void Date | Amount |
|------|------|-------|--------|----------|----------|----------|-----|--------------------------------|-------|-------|------|------|------------------|------------|
| 0316 | 1 | | 47723 | | Wire | 1 4322 | | NORTHEAST SERVICE COOP, INSURA | No | Yes | No | USD | 04/27/2020 | 168,101.50 |
| 0316 | 1 | | 47724 | | Wire | 1 88889 | | BC/BS SEN GOLD BANK TRANSFER R | No | Yes | No | USD | 04/27/2020 | 45,690.00 |
| 0316 | 1 | | 47808 | | Wire | 1 4098 | | RAM MUTUAL INS CO | No | Yes | No | USD | 04/30/2020 | 3,301.58 |

Bank Total: \$217,093.08

Report Total: \$217,093.08

Approve resignation of Grant Clifton, Head Hockey Coach, at the end of the 2019-20 school year.

Approve resignation of Nathan MacDowell, Special Education Paraprofessional, effective May 29, 2020

Approve creation of three .5 FTE Temporary (Summer) Food Service Aide Positions.

Approve internal hire of Janet Casey for .5 FTE Temporary (Summer) Food Service Aide Position, effective June 1, 2020.

Approve internal hire of Rose Maki for .5 FTE Temporary (Summer) Food Service Aide Position, effective June 1, 2020.

Approve internal hire of Kelly Nyberg for .5 FTE Temporary (Summer) Food Service Aide Position, effective June 1, 2020.

Approve probationary termination of Sadie Barret, Special Education Paraprofessional, effective May 18, 2020

Approve resignation of Lew Smiley, Head Girls Tennis Coach, at the end of the 2019-20 season.

Approve hire of John Kruse, Industrial Arts Teacher, effective September 2, 2020, BA 2, \$43,682*

Approve hire of Megan Falardeau, Special Education Teacher, effective September 2, 2020, MA3, \$54,811*

Approve hire of Caitlyn Coons, 1.0 FTE Special Education Teacher, effective September 2, 2020, BA2, \$43,682 * **

Approve resignation of Chris Granley, Assistant Girls Tennis Coach, effective at the end of the 2019-20 season.

* Pending successful licensure

** Pending background check

* or the correct portion thereof. New hires will start at \$2.00 less per hour with a \$.50 increase for every 6 months worked until they reach the full salary at two years.

Donations to Class of 2020 Student Account for Banners

| | | |
|--------------------------|----|--------|
| City of Marble | \$ | 100.00 |
| A-Z Electric | \$ | 100.00 |
| The Hub- Hook and Ladder | \$ | 100.00 |
| Ryan and Kristine Stish | \$ | 30.00 |
| Greenway Hydrant Hogs | \$ | 300.00 |
| Dawn Jenkins | \$ | 20.00 |
| Linda Johns | \$ | 200.00 |
| Aron Schnauser | \$ | 20.00 |
| Paula Miller | \$ | 20.00 |
| Iron Oaks Fencing | \$ | 150.00 |
| Barb Gibeau | \$ | 100.00 |
| Barb Nelson | \$ | 100.00 |
| Jeff & Paula Troumbly | \$ | 100.00 |
| Loren and Laurie Eide | \$ | 100.00 |
| Lisa Strom | \$ | 20.00 |
| Cindy Mjolsness | \$ | 60.00 |
| Theresa Berg | \$ | 100.00 |
| Renee Gibbons | \$ | 100.00 |
| Muriel Harbin | \$ | 50.00 |
| Jason Thurm | \$ | 100.00 |
| Kaycee Newman | \$ | 100.00 |
| City of Coleraine | \$ | 100.00 |
| Clare Peterson | \$ | 20.00 |
| Jill Hyduke | \$ | 20.00 |
| Will and Amie Florsheim | \$ | 40.00 |
| Jeff & Melanie Britten | \$ | 100.00 |
| Sharon Nelson | \$ | 40.00 |
| Hook & Ladder | \$ | 100.00 |
| Anonymous Donation | \$ | 30.00 |
| Megan Hannah | \$ | 40.00 |
| Annette Adler | \$ | 20.00 |
| Greenway Alumni | \$ | 200.00 |
| Four Seasons Market | \$ | 200.00 |

Revised

**RESOLUTION RELATING TO THE TERMINATION AND
NONRENEWAL OF THE TEACHING CONTRACT
OF [See Below],**

A PROBATIONARY TEACHER

WHEREAS, [see below] is a probationary teacher in Independent School District No. 316.

BE IT RESOLVED, by the School Board of Independent School District No. 316, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of [see below], a probationary teacher in Independent School District No. 316, is hereby terminated at the close of the current 2019-2020 school year.

BE IT FURTHER RESOLVED, that written notice be sent to said teacher regarding termination and non-renewal of their contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION AND NON-RENEWAL

Dear [see below],

You are hereby notified that at a meeting of the School Board of Independent School District No. 316 held on May 27, 2020, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2019-2020 school year. Said action of the board is taken pursuant to M.S. 122A.40 Subd. 5.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract.

SCHOOL BOARD OF INDEPENDENT
SCHOOL DISTRICT NO. 316

LaNea Randall-Johnson
Clerk of the School Board

Member _____ moved the adoption of the resolution just read and would include the following teachers:

Jenna Olson

Member _____ seconded the resolution. Upon vote being taken thereon, the following voted in favor thereof:

Against:

Whereupon said resolution was declared duly passed and adopted.

Adopted: 4/29/2020

ISD 316 Greenway Policy 534

Revised: _____

534 Telemedicine

Version: 1.0

Effective Date: 3-24-2020

Policy Statement

This telemedicine policy provides a comprehensive protocol for the use of web based telemedicine services to students within the Greenway Independent School District # 316 .

Telemedicine is the application of telecommunications technology for the delivery of professional services at a distance by linking a professional to a client for assessment, intervention, and/or consultation.

Reason for the policy

Telemedicine services are provided to students for the purpose of consultation, evaluation, and service delivery in the areas of Occupational Therapy, Physical Therapy, Mental Health, School Psychology and Speech/Language Pathology.

These policies address the following assurances

A. Patient safety before, during, and after the telemedicine service is provided:

The IEP states that a student has access to an adult to assure safety during a telemedicine session. Student movement to and from the session shall be the same as other students receiving face to face services.

B. Statement addressing when and how to discontinue telemedicine services:

Students who have been determined appropriate candidates for telemedicine services, will follow the same MN State criteria for entrance and exit from services as students receiving face to face services.

C. Privacy and Security

The professional must ensure client confidentiality when telemedicine services are utilized. This includes demonstrating knowledge of:

- Health Insurance Portability and Accountability Act (HIPAA)
- Health Information Technology for Economic and Clinical Health Act of 2009 (HITEH; U.S. Department of Health and Human Services, n.d.-a.)
- Family Education Rights and Privacy Act of 1974 (FERPA; U.S. Department of Education, n.d.)
- State and federal regulations pertaining to electronic storage of consumer information for local
 - computer servers and local areas networks
 - Type of technology utilized
 - Knowledge of the telemedicine software and hardware applications

D. Required Documentation

- **Type of service provided.**
 - This information is documented in the IEP, and on the MA Billing activity logs.
- **Time service begins and time service ends**
 - This information is documented on the MA activity logs.
- **Description of provider's basis for determining telemedicine is appropriate**

- Clinical services are based on the unique needs of each individual client, telemedicine may not be appropriate in all circumstances or for all students. Candidacy for receiving services via telemedicine will be assessed prior to initiating services. The client's education, culture, age, and ability will be used to determine eligibility.
- Code of Ethics: Providers who hold the appropriate licensure or equivalent shall evaluate the effectiveness of services provided, technology employed and products dispensed, and they shall provide services or dispense products only when benefit can be expected.

Providers shall make use of technology and instrumentation consistent with accepted professional guidelines in their areas of practice. If proper technology is not available, an appropriate referral may be made.

- **Mode of transmission**
- The Greenway ISD 316 will determine the appropriate web-based platform utilized to transmit telemedicine services that meet state and federal regulations. Providers shall ensure that all technology and instrumentation used to provide services or to conduct research and scholarly activities are in proper working order and properly calibrated.
- **Location of originating and distant site**
The originating site is the location of the student at the time the provider is providing the service via a telemedicine session. Documentation of the site occurs on the IEP and on the MA activity log.

The distant site is the location where the licensed provider is located while providing the telemedicine service. Documentation of location occurs on the IEP and on the MA activity log.

Applicability

This policy applies to all providers utilizing a web-based platform to deliver telemedicine services.

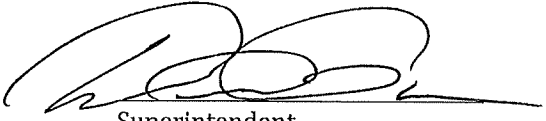
Roles and Responsibilities

Greenway ISD providers who deliver telemedicine services must possess specialized knowledge and skills in selecting assessments and interventions that are appropriate to the technology and take into consideration client and disorder variables.

Assessment and therapy procedures and materials may need to be modified or adapted to accommodate the lack of physical contact with the client. These modifications are reflected in the interpretation and documentation of the service.

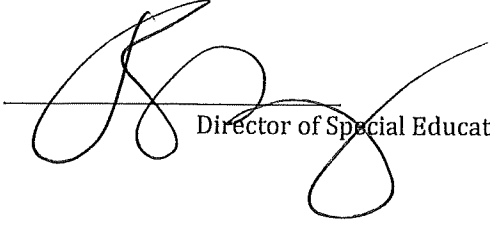
The administrative body is responsible for defining telemedicine-based services in a school that will:

- Ensure the telemedicine professional meet all state requirements to practice in the school
- Ensure the telemedicine professional have knowledge, skills and training in the use of telemedicine



Superintendent

District: 314



Director of Special Education

Graduation/Commencement Celebration Guidance

Graduation is an important milestone in a student's academic journey and deserves to be celebrated. With graduation season upon us, schools are seeking clarification and guidance on how they can safely observe and honor the occasion in alignment with public health guidance to prevent the spread of COVID-19 in the community. This guidance document, which was developed in consultation with school leaders and the Minnesota Department of Health, outlines different options for school districts, charter schools, and colleges and universities to consider while they contemplate how to best honor their graduates.

The safety and well-being of Minnesota's students and their families, as well as school staff, is our number one priority. We know how much students in the class of 2020 have sacrificed this year, and how disappointing it is not to participate in the milestones or traditions they had imagined. These guidelines were made with public health protection in mind, and adhering to them is how we will both celebrate our students and move safely through this challenge together.

The safest way to observe graduation/commencement is for everyone to stay home. Indoor graduations and ceremonies held outside in stadiums and football fields are not permitted.

A ceremony that can be conducted remotely (e.g., virtually) and ensures attendees do not need to leave their homes is our top recommendation. If you chose to honor graduates virtually, please keep equity in mind so all students and families can participate. Remember that COVID-19 is a highly contagious virus that is fatal, especially the elderly and those with underlying conditions, and is still spreading throughout Minnesota. Staying home is a crucial way to slow the spread of COVID-19 and to collectively protect our community.

We know that many schools have considered ceremonies outside in stadiums or football fields. In-person social gatherings with people from multiple households, even in situations where ample space between attendees could be accommodated, does not comply with social distancing practices and introduces a great deal of contact unpredictability and increases the potential for disease transmission. **These gatherings are not considered safe at any size and will not be permitted. Likewise, indoor graduations/commencement ceremonies will also not be permitted.**

Some schools have indicated they are considering delaying graduation ceremonies until later in the summer to allow for a more traditional event. While we recognize the desire to honor this rite-of-passage in the more traditional way, we cannot offer a timeline for when public health guidance will be changed to accommodate large gatherings.

Outlined below are parameters for hosting a graduation/commencement ceremony or other celebration (e.g., car parade, parking lot ceremony) outside the home, which increases the level of predictability and decreased risk of disease transmission.

If your school is considering hosting a graduation/commencement ceremony or other celebration outside of the home (e.g., car parade, parking lot ceremony) please:

- Remember the safest option right now is for everyone to stay home.
- Consider whether having an event encourages people in high-risk groups (particularly older adults and people with underlying health conditions) or ill individuals to come out rather than stay at home. People may come out because of their desire to celebrate this significant milestone and not wanting to be “left out.”
- Consider what accommodations need to be made to ensure equitable participation (e.g., students and families without access to a vehicle).

If your school decides to host a graduation/commencement ceremony or other celebration outside of the home (e.g., car parade, parking lot ceremony):

- Each household should be in a separate car; carpooling does not comply with social distancing.
- Make it clear that people with COVID-19 symptoms (cough, fever, shortness of breath, etc.) should not attend – no matter what.
- Attendees should remain in their individual cars.
 - If attendees are in cars with the windows up for the entirety of the ceremony, cars may park immediately adjacent to one another.
 - If attendees are in cars with windows down, cars should park 6 feet apart.
 - Provide clear messaging that individuals may not walk to the ceremony or participate outside of vehicles.
 - Create a traffic flow plan for how vehicles enter and exit the event.
- Make the event brief.
- Do not serve food or beverages at the event.
- There should not be passing of objects or physical contact between households.
 - Graduation caps should not be thrown in the air outside as this may encourage attendees to leave the vehicle.
- Do not provide public or portable bathrooms; this creates a risk of transmission.
- Limit the number of speakers to the smallest number possible and ensure they avoid close contact (e.g., within 6 feet) of others. Speakers should not congregate, and should return to their vehicles following presentations.
 - Whenever possible, use individual microphones if multiple speakers will participate. If a microphone must be shared, consider cleaning between speakers or leaving it untouched on a stand.
- Partner with local public safety officials.

If your school decides to distribute materials (e.g., diplomas, cap and gown) via delivery or pick-up:

- Practice contactless delivery or pick-up whenever possible, with staff wearing cloth face coverings and gloves (work gloves are permissible).
- In curbside pick-up, social distancing guidelines apply. Individuals picking up materials should wear cloth face coverings and should not leave their car whenever possible.
- In delivery, items should be deposited outside an individual's residence.
- Develop clear signage and communication between staff distributing and individuals receiving materials.
- If payment is required, contact-less payment should be used in every possible scenario; if money is exchanged, the participants must use gloves.

Minnesota Department of Education
1500 Highway 36 West
Roseville MN 55113
651-582-8200
education.mn.gov

Minnesota Department of Health
625 Robert Street North
PO Box 64975 St. Paul, MN 55164-0975
651-201-5414
www.health.state.mn.us

Minnesota Office of Higher Education
1450 Energy Park Drive, Suite 350
St. Paul, MN 55108-5227
651-642-0567
www.ohe.state.mn.us

05/08/2020

For more information, visit [Coronavirus Disease 2019 \(COVID-19\) \(health.state.mn.us/diseases/coronavirus/index.html\)](https://health.state.mn.us/diseases/coronavirus/index.html), or call the COVID-19 hotline at 651-201-3920 or 1-800-657-3903.

To obtain this information in a different format, call 651-201-5414.

STATE OF MINNESOTA

Executive Department



Governor Tim Walz

Emergency Executive Order 20-56

Safely Reopening Minnesota's Economy and Ensuring Safe Non-Work Activities during the COVID-19 Peacetime Emergency

I, Tim Walz, Governor of the State of Minnesota, by the authority vested in me by the Constitution and applicable statutes, issue the following Executive Order:

The COVID-19 pandemic continues to present an unprecedented and rapidly evolving challenge to our State. Since the World Health Organization (“WHO”) characterized the COVID-19 outbreak as a pandemic on March 11, 2020, confirmed cases of COVID-19 in Minnesota have rapidly increased. On March 15, 2020, Minnesota detected the first confirmed cases caused by “community spread”—infections not epidemiologically linked to overseas travel. By March 17, 2020, all fifty states had reported a confirmed case of COVID-19, and on March 21, 2020, the Minnesota Department of Health (“MDH”) announced the first confirmed fatality due to COVID-19 in Minnesota.

Minnesota has taken proactive steps to ensure that we are ahead of the curve on COVID-19 prevention and response. On March 13, 2020, I issued Executive Order 20-01 and declared a peacetime emergency because this pandemic, an act of nature, threatens the lives of Minnesotans, and local resources are inadequate to address the threat. After notifying the Legislature, on April 13, 2020 and again on May 13, 2020, I issued Executive Orders extending the peacetime emergency declared in Executive Order 20-01.

The need to slow the spread of the virus required the closure of certain non-critical businesses in our economy. Consistent with national trends, over 650,000 Minnesotans have applied for unemployment insurance since March 16, 2020. In Executive Order 20-33, seeking to balance public health needs and economic considerations, I directed the Commissioners of Health, Employment and Economic Development, and Labor and Industry to begin planning to allow more Minnesota workers to return to work when it is safe to do so. I explained that such a plan must include guidelines and requirements for appropriate social distancing, hygiene, and public health best practices. Executive Order 20-38 expanded exemptions related to outdoor recreational activities and facilities. Executive Orders 20-40 and 20-48 allowed for certain non-critical businesses to reopen after they had planned for and provided a safe work environment.

In light of our increased preparedness to treat those most vulnerable to COVID-19 and mitigate these ongoing economic impacts, this Executive Order continues our plan to safely reopen our economy by allowing even more non-critical businesses to reopen, provided that they follow guidance from MDH, the Department of Employment and Economic Development (“DEED”), and the Department of Labor and Industry (“DLI”). In particular, such businesses must ensure compliance with the Minnesota Occupational Safety and Health Act of 1973, Minnesota Statutes 2019, Chapter 182 (“Minnesota OSHA Standards”), in addition to guidelines related to COVID-19 set forth by MDH and the Centers for Disease Control and Prevention (“MDH and CDC Guidelines”).

Despite the progress we have made since declaring the COVID-19 peacetime emergency, certain establishments—including those in which people gather and linger, those with communal facilities, and those in which close physical contact is expected—continue to pose a public health risk. We must continue to carefully consider and prepare for the reopening of such businesses.

Likewise, certain non-work activities outside of the home are conducive to social distancing and hygiene, while others raise significant public health risks. Large social and other gatherings of people for extended time periods raise the risk of COVID-19 transmission from household to household. The risks of such transmission are diminished in transitory settings, such as retail establishments, where individual interactions and contact are more limited in duration.

In Minnesota Statutes 2019, section 12.02, the Minnesota Legislature conferred upon the Governor emergency powers “in order to (1) ensure that preparations of this state will be adequate to deal with disasters, (2) generally protect the public peace, health, and safety, and (3) preserve the lives and property of the people of the state.” Pursuant to Minnesota Statutes 2019, section 12.21, subdivision 1, the Governor has general authority to control the state’s emergency management as well as carry out the provisions of Minnesota’s Emergency Management Act.

Minnesota Statutes 2019, section 12.21, subdivision 3(7), authorizes the Governor to cooperate with federal and state agencies in “matters pertaining to the emergency management of the state and nation.” This includes “the direction or control of . . . the conduct of persons in the state, including entrance or exit from any stricken or threatened public place, occupancy of facilities, and . . . public meetings or gatherings.” Pursuant to subdivision 3 of that same section, the Governor may “make, amend, and rescind the necessary orders and rules to carry out the provisions” of Minnesota Statutes 2019, Chapter 12. When approved by the Executive Council and filed in the Office of the Secretary of State, such orders and rules have the force and effect of law during the peacetime emergency. Any inconsistent rules or ordinances of any agency or political subdivision of the state are suspended during the pendency of the emergency

For these reasons, I order as follows:

1. Executive Order 20-48 is rescinded as of Sunday, May 17, 2020 at 11:59 pm.
2. Paragraphs 6 through 8 of this Executive Order are effective as of Sunday, May 17, 2020 at 11:59 pm and remain in effect through Sunday, May 31, 2020 at 11:59 pm.
3. **Masks and face coverings strongly encouraged.** I strongly encourage all Minnesotans to wear a manufactured or homemade cloth face covering when they

leave their homes and travel to any public setting where social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies) and to follow face covering guidelines issued by MDH and the CDC until this Executive Order is rescinded. Such face masks and coverings are for source control (to help limit the person wearing the covering from infecting others). They are not yet known to be protective of the wearer and therefore are not personal protective equipment.

4. **At-risk persons.** All persons currently living within the State of Minnesota who are at risk of severe illness from COVID-19, as defined by Executive Order 20-55, are strongly urged to stay at home or in their place of residence and follow the provisions of Executive Order 20-55.

5. **Definitions.**

- a. “Home” and “homes” and “residence” and “residences” are broadly defined to include mobile homes, hotels, motels, shared rental units, shelters, and similar facilities, to the extent they are used for lodging.
- b. “Worker” and “workers” are broadly defined to include owners, proprietors, employees, contractors, vendors, volunteers, and interns.
- c. “Business” and “businesses” are broadly defined to include entities that employ or engage workers, including private-sector entities, public-sector entities, non-profit entities, and state, county, and local governments.
- d. “Critical Businesses” are all businesses whose workers qualified for a Critical Sector exemption under paragraph 6 of Executive Order 20-48.
- e. “Non-Critical Businesses” are all businesses that are not Critical Businesses and are not closed under Executive Orders 20-04, as amended by Executive Orders 20-08 and 20-18.

6. **Activities outside of the home.** Mindful that we must continue to limit social interactions to protect public health, individuals may leave their homes for activities, subject to the requirements and guidelines set forth below. These requirements may be clarified, as deemed necessary by the Governor, to ensure the health, safety, and security of all Minnesotans. Clarifications will be available for public review at the State’s COVID-19 website (<https://mn.gov/covid19/>).

- a. **Guidelines.** Individuals engaging in activities outside of the home must follow the requirements of this Executive Order and MDH and CDC Guidelines. Individuals engaging in outdoor activities must follow the Minnesota Department of Natural Resources (“DNR”) and MDH guidelines on outdoor recreation and guidelines for facilities and the public (“Outdoor Recreation Guidelines”) available at DNR’s website (<https://www.dnr.state.mn.us/covid-19.html>).

- b. **Unnecessary travel strongly discouraged.** Consistent with federal guidance and to protect our neighbors, Minnesotans are encouraged to stay close to home and are strongly discouraged from engaging in unnecessary travel.
- c. **Gatherings.** All gatherings of more than 10 people are prohibited. Gatherings are groups of individuals, who are not members of the same household, congregated together for a common or coordinated social, civic, community, faith-based, leisure, or recreational purpose—even if social distancing can be maintained. This prohibition includes planned and spontaneous gatherings, public and private gatherings, and indoor and outdoor gatherings. Examples of prohibited gatherings include, but are not limited to, social, civic, community, faith-based, or leisure events, sporting or athletic events, performances, concerts, conventions, fundraisers, parades, fairs, and festivals that bring together more than 10 people from more than one household. Prohibited gatherings do not include commercial activity by workers and customers of Critical and Non-Critical Businesses.
 - i. **Legislative and other governmental meetings.** The limits on gatherings in this Executive Order do not apply to legislative and other governmental meetings. Remote meetings are strongly encouraged whenever possible.
 - ii. **The Judicial Branch.** The limits on gatherings in this Executive Order do not apply to proceedings held by the Minnesota Judicial Branch. Proceedings held by the Judicial Branch are subject to the policies established by the chief justice and will occur as directed by court order. Individuals may appear as directed by a Minnesota state court, including to serve as a juror, appear as a party, as a witness, or as legal counsel on behalf of a party, or otherwise to comply as directed by a court order, subpoena, or summons.
 - iii. **Federal activities.** Nothing in this Executive Order will be construed to limit, prohibit, or restrict in any way the operations of the federal government or the movement of federal officials in Minnesota while acting in their official capacity, including federal judicial, legislative, and executive staff and personnel.
 - iv. **Drive-in gatherings.** To enable safe congregation of more than 10 people, drive-in gatherings are permitted, provided that all participants remain within their own vehicles and follow guidelines provided by MDH and available at MDH’s website (<https://www.health.state.mn.us/diseases/coronavirus/>).

d. **Tribal Activities and Lands.**

- i. Activities by tribal members within the boundaries of their tribal reservations are exempt from the restrictions in this Executive Order but may be subject to restrictions by tribal authorities.
- ii. Activities within the boundaries of federal land held in trust for one of the 11 Minnesota Tribal Nations are exempt from the restrictions in this Executive Order but may be subject to restrictions by tribal authorities.
- iii. Activities by tribal members to exercise their federal treaty rights within the boundaries of their treaty territory (also known as “ceded territory”) are exempt from the restrictions in this Executive Order but may be subject to restrictions by applicable tribal authorities.
- iv. Tribal members may travel to and from their tribal reservations in accordance with applicable tribal law.

7. **Workers and businesses.** Workers and businesses are subject to the requirements set forth below.

- a. **Extension of temporary closure of bars, restaurants, and other places of public accommodation.** The closure of bars, restaurants, and other public accommodations set forth in Executive Order 20-04, as amended by Executive Orders 20-08 and 20-18, is extended until May 31, 2020 at 11:59 pm. Barbershops and salons may continue to conduct retail product sales in accordance with the requirements for Non-Critical Businesses set forth below.
- b. **Plan to reopen bars, restaurants, and other places of public accommodation.** The Commissioners of Health, Employment and Economic Development, and Labor and Industry are directed to develop a phased plan to achieve the limited and safe reopening of bars, restaurants, and other places of public accommodation beginning on June 1, 2020. This plan will be ready for presentation to the public no later than May 20, 2020.
- c. **Continue to work from home whenever possible.** Any worker who can work from home must do so.
- d. **Critical Businesses.** Businesses whose workers qualified for a Critical Sector exemption under paragraph 6 of Executive Order 20-48 may continue to operate in the same manner as provided in Executive Order 20-48.
 - i. **Child care businesses and youth programming.** Child care providers and other businesses providing care and programming to children and youth of Critical Businesses, including workers in child care centers, family child care, certified centers, youth summer programming (including day camps but not overnight camps), and

other activities and facilities, are Critical Businesses. These businesses are encouraged to prioritize enrollment for workers in Critical Businesses according to guidance provided by the Children’s Cabinet and other agencies. This category continues to include workers in a personal home, such as family, friend, and neighbor care necessary for workers to continue to perform their duties. These settings must adhere to MDH and CDC Guidelines.

- e. **Non-Critical Businesses.** If it has not done so already, a Non-Critical Business choosing to open or remain open must establish and implement a COVID-19 Preparedness Plan (“Plan”). Each Plan must provide for the business’s implementation of Minnesota OSHA Standards and MDH and CDC Guidelines in their workplaces. These requirements are set forth in guidance published by DEED and DLI (“Plan Guidance”) available on DEED’s website (<https://mn.gov/deed/safework/>).

 - i. **Required Plan content.** As set forth in the Plan Guidance, at a minimum, each Plan must adequately address the following areas:
 - A. **Require work from home whenever possible.** All Plans must ensure that all workers who can work from home continue to do so.
 - B. **Ensure that sick workers stay home.** All Plans must establish policies and procedures, including health screenings, that prevent sick workers from entering the workplace.
 - C. **Social distancing.** All Plans must establish social distancing policies and procedures.
 - D. **Worker hygiene and source control.** All Plans must establish hygiene and source control policies for workers.
 - E. **Cleaning, disinfection, and ventilation protocols.** All Plans must establish cleaning, disinfection, and ventilation protocols for areas within the workplace.
 - ii. **Customer facing businesses.** All Non-Critical Businesses that are customer facing (*i.e.*, businesses that have in-person customer interactions) must include additional Plan provisions to keep the public and workers safe as set forth in the Plan Guidance available on DEED’s website (<https://mn.gov/deed/safework/>). This includes requirements that workers and customers must maintain physical distancing of 6 feet and that store occupancy must not exceed 50 percent of the normal occupant capacity as determined by the fire marshal. In customer facing businesses that share common areas, such as malls, all Plans must similarly include a facility occupancy that

must not exceed 50 percent of the normal occupant capacity as determined by the fire marshal and provide an enhanced sanitizing, cleaning, and disinfecting regimen consistent with Minnesota OSHA Standards and MDH and CDC Guidelines for those common areas. All Plans must also include signage in common areas to discourage gathering.

- iii. **Household services businesses.** All Non-Critical Businesses that provide household services (*e.g.*, housecleaning, maid services, and piano tuners) must also develop Plan provisions intended to keep customers and workers safe as set forth in the Plan Guidance available on DEED’s website (<https://mn.gov/deed/safework/>).
- iv. **Optional template.** A template COVID-19 Preparedness Plan, which covers the above requirements, is available as part of the Plan Guidance, available on DEED’s website (<https://mn.gov/deed/safework/>).
- v. **Certification and signature.** Senior management responsible for implementing the Plan must sign and certify the Plan, affirming their commitment to implement and follow the Plan.
- vi. **Dissemination and posting.** Each Non-Critical Business must provide its Plan, in writing, to all workers, and the Plan must be posted at all of the business’s workplaces in locations that will allow for the Plan to be readily reviewed by all workers. Where physical posting is impracticable, the Plan can be posted electronically, provided that the Plan is received by all workers and remains available for their review.
- vii. **Training.** Each Non-Critical Business must ensure that training is provided to workers on the contents of its Plan and required procedures, so that all workers understand and are able to perform the precautions necessary to protect themselves and their co-workers. This training should be easy to understand and available in the appropriate language and literacy level for all workers. Businesses should also take steps to supervise workers and ensure that workers understand and adhere to necessary precautions to prevent COVID-19 transmission. Documentation demonstrating compliance with this training requirement must be maintained and made available to regulatory authorities and public safety officers, including DLI, upon request.
- viii. **Compliance.** Employees and management must work together to ensure compliance with the Plan, implement all protocols, policies, and procedures, and create a safe and healthy work environment.
- ix. **Availability to regulatory authorities and public safety officers.** Non-Critical Businesses do not need to submit their Plans for

preapproval. Upon request, Non-Critical Businesses must make their Plans available to regulatory authorities and public safety officers, including DLI.

- x. In the event of a complaint or dispute related to a Non-Critical Business's Plan, DLI is authorized to determine whether the Plan adequately implements Minnesota OSHA Standards and MDH and CDC Guidelines in its workplaces.

- f. Executive Order 20-54 remains in full force and effect. All work must be conducted in a manner that adheres to Minnesota OSHA Standards and MDH and CDC Guidelines, including social distancing and hygiene practices. Under existing law and authority, DLI may issue citations, civil penalties, or closure orders to places of employment with unsafe or unhealthy conditions, and DLI may penalize businesses that retaliate against employees who raise safety and health concerns.

8. **Outdoor recreational activities and associated facilities.** Notwithstanding Executive Orders 20-04, 20-08, and 20-18, the below facilities are permitted to be open and do business, provided that they adhere to paragraph 6 of this Executive Order and the Outdoor Recreation Guidelines available at DNR's website (<https://www.dnr.state.mn.us/covid-19.html>). This permission **does not extend to** charter boats, launches, or facilities that involve prohibited gatherings or people in groups or close proximity (*e.g.*, mini golf, pools, commercial outdoor racetracks, and concert venues). **Indoor facilities** associated with outdoor recreational facilities covered by Executive Orders 20-04, 20-08, and 20-18, must comply with those Executive Orders, and all indoor facilities associated with outdoor recreational facilities must also conform with the provisions of paragraph 7 of this Executive Order. I encourage public outdoor recreational facilities be open for families and children, and direct all individuals utilizing such facilities to follow the Outdoor Recreation Guidelines. All outdoor recreational activities and facilities must comply with Minnesota law, including but not limited to license and permit requirements, invasive species regulations, and park rules.

- a. Minnesota State Parks, Trails, State Forests, State Recreation Areas, Wildlife Management Areas, Scientific and Natural Areas, and other State managed recreational lands.
- b. Locally, regionally, and privately managed parks and trails.
- c. State, regional, or local public water accesses.
- d. Public and private marinas and docks that provide storage, docking, and mooring services to slip owners, seasonal renters, and the general public, as well as facilities that provide safety-related services including fueling, emergency dockage, and sanitary pump-out stations.

- e. Public and private golf courses and outdoor driving ranges.
 - f. Ski areas.
 - g. Off-highway vehicles, snowmobiles, and watercraft repair shops, sales facilities, and showrooms.
 - h. Lake service providers to install, repair, and remove docks, boatlifts, and other water related equipment or deliver boats.
 - i. Bait and tackle shops.
 - j. Outdoor shooting ranges and game farms.
 - k. Outdoor recreational equipment rental outlets. Equipment may be rented but only if the equipment can be effectively sanitized between uses. Such outlets must implement clear check-in and check-out procedures that minimize contact between customers and workers. Any rentals must be conducted in accordance with the Outdoor Recreation Guidelines.
 - l. Dispersed and remote camping sites for single household use. A dispersed campsite is a single campsite, not in a developed campground, used for overnight camping. A remote campsite is a designated backpack or watercraft campsite, not in a developed campground, used for overnight camping. Both private and public developed campgrounds remain closed to recreational camping.
 - m. Outdoor tournaments, competitions, practices, and sports that allow for social distance, do not require group gatherings prohibited by paragraph 6.c, and that adhere to the Outdoor Recreation Guidelines.
 - n. Small one-on-one or one-on-two person guided and instructional activities such as guided fishing, birding, or outdoor fitness training. Guided and instructional activities must be conducted in accordance with the Outdoor Recreation Guidelines.
 - o. Any other outdoor recreation activities and facilities that may be designated in the Outdoor Recreation Guidelines.
9. Minnesotans must respect the efforts of employers or businesses to protect the safety of their workers and customers by complying with those businesses' social distancing and hygiene instructions. Employers must post social distancing and hygiene instructions at entrances and in locations that can be easily seen by customers and visitors.
10. I urge all Minnesotans to voluntarily comply with this Executive Order. Pursuant to Minnesota Statutes 2019, section 12.45, an individual who willfully violates this Executive Order is guilty of a misdemeanor and upon conviction must be punished by

a fine not to exceed \$1,000 or by imprisonment for not more than 90 days. Any business owner, manager, or supervisor who requires or encourages any of their employees, contractors, vendors, volunteers, or interns to violate this Executive Order is guilty of a gross misdemeanor and upon conviction must be punished by a fine not to exceed \$3,000 or by imprisonment for not more than a year. In addition to those criminal penalties, the Attorney General, as well as city and county attorneys, may seek any civil relief available pursuant to Minnesota Statutes 2019, section 8.31, for violations of this Executive Order, including civil penalties up to \$25,000 per occurrence from businesses and injunctive relief. Nothing in this Executive Order is intended to encourage or allow law enforcement to transgress individual constitutional rights.

Pursuant to Minnesota Statutes 2019, section 4.035, subdivision 2, and section 12.32, this Executive Order is effective immediately upon approval by the Executive Council. It remains in effect until the peacetime emergency declared in Executive Order 20-01 is terminated or until it is rescinded by proper authority.

A determination that any provision of this Executive Order is invalid will not affect the enforceability of any other provision of this Executive Order. Rather, the invalid provision will be modified to the extent necessary so that it is enforceable.

Signed on May 13, 2020.



Tim Walz
Governor

Filed According to Law:



Steve Simon
Secretary of State

Approved by the Executive Council on May 13, 2020:



Alice Roberts-Davis
Secretary, Executive Council

Filed May 13, 2020
Office of the Minnesota
Secretary of State,
Steve Simon

RESOLUTION

RESOLVED, by the Executive Council of the State of Minnesota, at its emergency meeting on May 13, 2020, that it approves Emergency Executive Order 20-56 pursuant to Minnesota Statutes 12.31 and 12.32.

Safely Reopening Minnesota's Economy and Ensuring Safe Non-Work Activities during the COVID-19 Peacetime Emergency.

Approved by Executive Council

DATE: May 13, 2020

BY: *A Roberts Davis*

Filed May 13, 2020
Office of the Minnesota
Secretary of State,
Steve Simon

Congratulations!

I can think of no better word to use as the salutation for this letter! Congratulations are definitely in order for our graduating seniors, but congratulations to all of you who have played an integral role in helping each of them to this very important step that launches them into the rest of their lives!

I could spend much of this letter on the frustrations we are all experiencing, but the time is for celebration and final preparation for the Class of 2020 and graduation! Below are important steps to be prepared for graduation at 11:00 am on May 30th and specific directions to follow to assure all who participate stay safe.

Per the MN Dept. of Health and Education graduation will consist of a drive-up event. To allow participation of each graduate immediate parents and/or guardians only 1 car per family will be allowed. If there is a second household you are to contact the school at 218-245-1287, ext. 26206 and speak to Gwen Geisler regarding your attendance. Each household should be in a separate car; carpooling does not comply with social distancing. People with COVID-19 symptoms (cough, fever, shortness of breath, etc.) should not attend – no matter what. All attendees are to remain in their individual cars. Cars will be parked adjacent to one another requiring all windows to be closed for the entirety of the event. Individuals may not walk to the ceremony or participate outside of vehicles. We are not allowed to provide public or portable bathrooms as this would create a risk of transmission.

Parking will be on a first come first serve basis and will begin at 10:00 with the ceremony commencing at 11:00. Area streets will be blocked off and entrance will be to Roosevelt St. and the parking lot on an individual car by car basis to assure all guidelines are followed. It is encouraged that all attending follow recommended safety practices and wear a mask. A map of the north side of Greenway High School including Roosevelt Street and the parking lot to the north are included on the back of this letter for reference.

Entrance for vehicles will take place on Clemson Ave. starting with the school side of Roosevelt Street (reserving two spots in front for the student commencement speakers) followed by the opposite side of the street. Cars will also enter into the parking lot via the Clemson Ave. entrance and start parking closest to the school row by row until filled. Upon approach to either Roosevelt Street or the parking lot you will be directed by staff and/or law enforcement to the next available parking spot. Entrance will only be allowed if a graduate is present in each individual car or if due to a second household prior notification was made and the vehicle is listed.

The ceremony will be broadcast via an FM station that you will be able to tune into through your car radio. The station will be communicated to you upon arrival. All vehicles must be enclosed with windows shut throughout the ceremony. Attendees may not exit the vehicle or exchange any items with vehicles adjacent to them. No attendees may be sitting in truck beds or outside their vehicle.

Once all are in place at 11:00 am, the program will begin with the playing of the National Anthem followed by the commencement speeches. Next, all students names will be announced followed by a direction for all students to turn their tassels. The superintendent will announce the graduation proclamation which will conclude this portion of the program.

Cars will then be directed to exit and turn South up Kerr Ave. where they will stop and diplomas along with their class flower, vinyl sign and other items will be handed to them. Please do not exit your vehicles at anytime during this processional and please follow the directions of the parking attendants to assure safe exit. No mailing will take place of diplomas or the additional items. If you choose not to pick them up you will have to arrange for a later pick up.

Greenway graduations have a long standing tradition of decorum and although the current environment is requiring additional safety practices and alternative methods we are confident this same experience will be had by all. A virtual component will be finalized with pictures and video from the actual graduation program and will be pushed out via a link that will be made public to all on Youtube that will be listed on our Facebook page and the website later in the day.

Thank you for your cooperation and again Congratulations to you all!

**INDIVIDUAL
AGREEMENT
BETWEEN**

THE SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT #316
COLERAINE, MINNESOTA

AND

Food Service Department Coordinator

JULY 1, 2020 – JUNE 30, 2021

ARTICLE 1 – PURPOSE

SECTION 1: PARTIES

The School Board of Independent School District No. 316, Marble, Minnesota enters into this agreement with Carol Barnett, who agrees to perform the duties of Food Service Department Coordinator commencing on July 1, 2020 through June 30, 2021

ARTICLE II – BASIC PROVISIONS

SECTION 1: BASIC SERVICE

The Food Service Department Coordinator shall faithfully perform the services prescribed by the School Board whether such services are specifically described in this contract or in a general job description, and abide by the rules, regulations and policies as established by the School Board.

SECTION 2: DUTY YEAR

The Food Service Department Coordinator is a full time (1.0 FTE) with duty year defined as a twelve month contract year (July to June) with 200 work days as provided herein. Any reduction of this position to less than 1.0 will result in all benefits prorated accordingly.

The Superintendent may request that additional days be worked at pro-rated daily pay rate during the contract year if determined necessary due to increased programming.

SECTION 3: VACATION

The Food Service Department Coordinator shall earn vacation as follows:

| | |
|------------------------------|-------------------|
| July 1, 2020 – June 30, 2021 | 8.5 days per year |
|------------------------------|-------------------|

Employee will be allowed to carryover a maximum of 10 days' vacation which must be consumed within six months or December 31, following the end of the then fiscal year (June 30).

SECTION 4: HOLIDAYS

The Food Service Department Coordinator shall be entitled to twelve (12) paid holidays each contract year as follows:

Independence Day, Labor Day, Thanksgiving Day, the Friday following Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, President's Day, Good Friday, Easter Monday and Memorial Day.

SECTION 5: SALARY

The Food Service Department Coordinator shall be paid on an annual basis at:

~~\$50,306 FY 21~~

Employee's salary is based on the duty requirements and basic work year requirements set forth in this agreement. Employee shall be paid in equal installments, approximately the 15th and the end of the month, during the period of this Agreement.

ARTICLE III BENEFITS

SECTION 1: HEALTH, HOSPITALIZATION AND DENTAL

The School District shall pay eighty percent (80%) of the premium for health and medical insurance, and the employee shall pay twenty percent (20%) of the premium.

Dental Insurance: The School District shall pay eighty percent (80%) of the premium for dental insurance, and the employee shall pay twenty percent (20%) of the premium.

SECTION 2: LIFE INSURANCE

Group Life Insurance: The Board shall pay the entire premium for the present group life insurance for \$50,000 and an equal accidental death and dismemberment benefit.

SECTION 3: LONG TERM DISABILITY INSURANCE

The Board shall provide and pay the entire premium for long term disability insurance which provides 66% of salary, 60 waiting days, and \$50,000 maximum annual covered salary.

SECTION 4: CLAIMS AGAINST THE SCHOOL DISTRICT

The parties agree that any description of insurance benefits contained in this section are intended to be informational only and eligibility of any employee for benefits shall be governed by the terms of the insurance policy purchased by the School District pursuant to this section. It is understood that the School District's only obligation is to purchase the insurance policy and pay such amounts as agreed herein and no claims shall be made against the school district as a result of a denial of insurance benefits by insurance carrier.

SECTION 5: TAX SHELTERED ANNUITIES

The Food Service Department Coordinator shall be eligible to participate in a tax-sheltered annuity plan established pursuant to United States Public Law No. 87-370, M.S. 123.35 Subd. 12. The Food Service Department Coordinator shall be eligible to enroll in the Greenway 403B at up to \$2500.00 matching annually.

SECTION 6: CONFERENCES AND MEETINGS

The School District shall pay all legally valid expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by the Superintendent or Business Manager.

SECTION 7: CAR EXPENSE

The School District shall compensate the Food Service Department Coordinator for business use of their private automobile at the rate approved under district policy.

ARTICLE IV – LEAVES OF ABSENCE

SECTION 1: SICK LEAVE

The Food Service Department Coordinator shall earn sick leave at the rate of ten (10) days for each working year (July to June). Sick leave may accumulate to a maximum of sixty (60) days. Days not used as sick time during employment have no cash value (payout) at the time of termination.

SECTION 2: EMERGENCY LEAVE

The Food Service Department Coordinator may be granted emergency leave during the contract year at the discretion of the Superintendent.

SECTION 3: PERSONAL LEAVE

Upon prior approval of the Superintendent or Business Manager, at the beginning of each year (July-June) two (2) personal leave days will be granted. Leave for personal days do not accumulate or carry-over.

SECTION 4: BEREAVEMENT LEAVE

Absence of three days or more if needed, without loss of pay shall be allowed in the case of death in the immediate family. Immediate family shall be defined as a brother, sister, son, daughter, father, mother, guardian, wife, husband, father-in-law, mother-in-law, grandchildren, and grandparents of either the employee or his/her spouse, or others with prior approval of the Superintendent.

EXTENSIONS OR MODIFICATIONS TO AGREEMENT

Any extensions of, or modifications to, this agreement, or to any provision contained herein, must be in writing, and approved by a vote of the School District's board, and signed and executed by the parties.

AT WILL AGREEMENT

This is an at-will agreement and Employee shall be subject to termination at any time without reason or cause. The parties agree that this employment relationship will automatically end on June 30, 2021, unless the contract or agreement is renewed or extended in writing and upon approval of School District's Board.

ARTICLE V – DOCUMENT AUTHORIZATION

This contract shall be effective only upon signature of the officers of the School Board after authorization for such signature was taken by the School Board in appropriate action recorded in its minutes.

IN WITNESS THEREOF I have subscribed my signature this 18 day of May, 2020.



Food Service Department Coordinator

Independent School District #316
499 Powell Ave
Coleraine, MN 55722

Authorized Signature

Dated this 18 day of May, 2020.

Dated this ____ day of _____, 2020.

**INDIVIDUAL
AGREEMENT
BETWEEN**

THE SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT #316
COLERAINE, MINNESOTA

AND

Mark Backman

MAINTENANCE SUPERVISOR

July 1, 2020– JUNE 30, 2023

ARTICLE 1 – PURPOSE

SECTION 1: PARTIES

The School Board of Independent School District No. 316, Coleraine, Minnesota enters into this agreement with Mark Backman, who agrees to perform the duties of Maintenance Supervisor effective July 1, 2020- June 30, 2023

ARTICLE II – BASIC PROVISIONS

SECTION 1: BASIC SERVICE

The Maintenance Supervisor shall faithfully perform the services prescribed by the School Board whether such services are specifically described in this contract or in a general job description, and abide by the rules, regulations and policies as established by the School Board. This position reports directly to the Superintendent of Schools.

SECTION 2: DUTY YEAR

The Maintenance Supervisor is full time (1.0 FTE) with duty year defined as a twelve month contract fiscal year (July to June – 260 days) as provided herein. Any reduction of this position to less than 1.0 will result in all benefits prorated accordingly.

The Maintenance Supervisor shall perform services on those legal holidays on which the School District is authorized to conduct school if the Superintendent so determines. The Maintenance Supervisor shall be on duty during any emergency, natural or unnatural, unless excused by the Superintendent.

SECTION 3: HOLIDAYS

The Maintenance Supervisor shall be entitled to twelve (12) paid holidays each contract year as follows:

Independence Day, Labor Day, Thanksgiving Day, the Friday following Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, President's Day, Good Friday, Easter Monday and Memorial Day.

SECTION 4: SALARY

The Maintenance Supervisor shall be paid an annual contract salary as follows:

FY21 - \$77,476
FY22 - \$79,607
FY23 - \$81,796

Salary for this position may not be reduced except specific to reduction in FTE or defined reduction in position responsibility.

Payroll will be semi-monthly throughout the period of this contract. Services shall be performed as prescribed by the Superintendent whether or not such services are specifically described in this contract. The salary is inclusive of attendance and duties at meetings of the Board and/or committees.

ARTICLE III BENEFITS

SECTION 1: HEALTH, HOSPITALIZATION AND DENTAL

Hospital and Medical Insurance: The District's Health Insurance Premium contributions with the District's Health Insurance Plan are 80% for single or family coverage with 20% the responsibility of the employee.

Dental Insurance: The School District shall pay 80% of the premium for single or family dental insurance.

SECTION 2: LIFE INSURANCE

Group Life Insurance: The Board shall pay the entire premium for the present group life insurance for \$50,000 and an equal accidental death and dismemberment benefit.

SECTION 3: LONG TERM DISABILITY INSURANCE

The school district shall provide a long-term disability insurance plan for the Maintenance Supervisor. District shall contribute a sum equal to 100% of the premium cost for the disability coverage. The Maintenance Supervisor position is covered under the class as defined in the District's LTD policy. Coverage is provided at 2/3rds of covered salary with elimination period of 60 consecutive calendar days.

SECTION 4: VACATION

The Maintenance Supervisor shall earn vacation as follows:

| | | |
|-------------------------------|---|-------|
| July 1, 2020- June 30, 2021: | 4 | weeks |
| July 1, 2021 – June 30, 2022: | 4 | weeks |
| July 1, 2022 – June 30, 2023: | 4 | weeks |

Employee will be allowed to carryover a maximum of 10 days of vacation which must be consumed by within six months or December 31, following the end of the then fiscal year (June 30).

SECTION 5: CLAIMS AGAINST THE SCHOOL DISTRICT

The parties agree that any description of insurance benefits contained in this section are intended to be informational only and eligibility of any employee for benefits shall be governed by the terms of the insurance policy purchased by the School District pursuant to this section. It is understood that the School District's only obligation is to purchase the insurance policy and pay such amounts as agreed herein and no claims shall be made against the school district as a result of a denial of insurance benefits by insurance carrier.

SECTION 6: TAX SHELTERED ANNUITIES

The Maintenance Supervisor shall be eligible to participate in a tax sheltered annuity plan established pursuant to United States Public Law No. 87-370, M.S. 123.35 Subd. 12. The Maintenance Supervisor shall be eligible to enroll in the Greenway 403B up to \$2500 matching annually. The enrollee will become vested upon completion of three years of combined service with Greenway

SECTION 7: CONFERENCES AND MEETINGS

The School District shall pay all legally valid expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by the Superintendent.

SECTION 8: CAR EXPENSE

The School District shall compensate the Maintenance Supervisor for business use of their private automobile at the rate approved by the Internal Revenue Service pursuant to M.S. 471.665, Subd. 1.

SECTION 9: CELL PHONE EXPENSE

The Maintenance Supervisor shall be enrolled in ISD 316'S Communication Device Stipend Plan for business use of their personal cell phone.

ARTICLE IV – LEAVES OF ABSENCE

SECTION 1: SICK LEAVE

The Maintenance Supervisor shall earn sick leave at the rate of twelve (12) days for each working year (July to June). Sick leave may be accumulated to a maximum of sixty (60) days per fiscal year. Earned sick leave shall be accrued at the rate of 8 hours per month. Days not used as sick time during employment have no cash value (payout) at the time of termination.

SECTION 2: EMERGENCY LEAVE

The Maintenance Supervisor may be granted emergency leave during the contract year at the discretion of the Superintendent.

SECTION 3: PERSONAL LEAVE

At the beginning of each year (July-June) two (2) personal leave days will be granted. Leave for personal days do not accumulate or carry-over.

SECTION 4: BEREAVEMENT LEAVE

Absence of three days or more if needed, without loss of pay shall be allowed in the case of death in the immediate family. Immediate family shall be defined as a brother, sister, son, daughter, father, mother, guardian, wife, husband, father-in-law, mother-in-law, grandchildren, and grandparents of either the employee or his/her spouse, or others with prior approval of the Superintendent.

ARTICLE V – TERMINATION DURING THE TERM

This contract may be terminated during the term of this contract by either party by written notice.

This is an at-will agreement and Employee shall be subject to termination at any time without reason or cause. The parties agree that this employment relationship will automatically end on June 30, 2023, unless the contract or agreement is renewed or extended in writing and upon approval of School District's Board.

ARTICLE VI – DOCUMENT AUTHORIZATION

This contract shall be effective only upon signature of the officers of the School Board after authorization for such signature was taken by the School Board in appropriate action recorded in its minutes.

IN WITNESS THEREOF I have subscribed my signature this _____ day of _____, 2020.

Independent School District #316
PO Box 227
Coleraine, MN 55722


Maintenance Supervisor

Authorized Signature

Dated this 14 day of 5, 2020.

Dated this _____ day of _____, 2020.

**INDIVIDUAL
AGREEMENT
BETWEEN**

THE SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT #316
COLERAINE, MINNESOTA

AND

HUMAN RESOURCES/PAYROLL COORDINATOR
DANEA RUTHERFORD

JULY 1, 2020– JUNE 30, 2023

ARTICLE 1 – PURPOSE

SECTION 1: PARTIES

The School Board of Independent School District No. 316, Coleraine, Minnesota enters into this agreement with Danae Rutherford, who agrees to perform the duties of Human Resources/Payroll Coordinator commencing on July 1, 2020 through June 30, 2023.

ARTICLE II – BASIC PROVISIONS

SECTION 1: BASIC SERVICE

The Human Resources/Payroll Coordinator shall faithfully perform the services prescribed by the School Board whether such services are specifically described in this contract or in a general job description, and abide by the rules, regulations and policies as established by the School Board.

SECTION 2: DUTY YEAR

The Human Resources/Payroll Coordinator is a full time (1.0 FTE) with duty year defined as a twelve month contract year (July to June) as provided herein. Any reduction of this position to less than 1.0 will result in all benefits prorated accordingly.

The Human Resource/Payroll Coordinator shall perform services on those legal holidays on which the School District is authorized to conduct school if the Superintendent so determines. The Human Resource/Payroll Coordinator shall be on duty during any emergency, natural or unnatural, unless excused by the Superintendent.

SECTION 3: VACATION

The Human Resources/Payroll Coordinator shall earn vacation as follows:

| | | |
|-------------------------------|---|-------|
| July 1, 2020– June 30, 2021: | 4 | weeks |
| July 1, 2021 – June 30, 2022: | 4 | weeks |
| July 1, 2022 – June 30, 2023: | 4 | weeks |

Employee will be allowed to carryover a maximum of 10 days' vacation which must be consumed by within six months or December 31, following the end of the then fiscal year (June 30).

SECTION 4: HOLIDAYS

The Human Resources/Payroll Coordinator shall be entitled to twelve (12) paid holidays each contract year as follows:

Independence Day, Labor Day, Thanksgiving Day, the Friday following Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, President's Day, Good Friday, Easter Monday and Memorial Day.

SECTION 5: SALARY

The Human Resources/Payroll Coordinator be paid an annual contract salary as follows:

FY21 - \$71,679

FY22 - \$73,650

FY23 - \$75,676

Payroll will be semi-monthly throughout the period of this contract. Services shall be performed as prescribed by the Superintendent whether or not such services are specifically described in this contract. The salary is inclusive of attendance and duties at all meetings of the Board and/or committees.

ARTICLE III BENEFITS

SECTION 1: HEALTH, HOSPITALIZATION AND DENTAL

Hospital and Medical Insurance: Employee agrees to shared 80%/20% Health Insurance Premium contributions with the District Health Insurance Plan (currently the VEBA 831). The employee agrees to pay 20% of the health insurance premium with the district's share at 80% for both Single and Family coverage.

VEBA CONTRIBUTION: The District agrees to pay 80% of the VEBA Contribution with the Employee's responsibility of 20% each year.

Dental Insurance: The employee agrees to pay 20% of the dental insurance premium with the district's share at 80% for both Single and Family coverage.

SECTION 2: LIFE INSURANCE

Group Life Insurance: The Board shall pay the entire premium for the present group life insurance for \$50,000 and an equal accidental death and dismemberment benefit.

SECTION 3: LONG TERM DISABILITY INSURANCE

The school district shall provide a long-term disability insurance plan for the Human Resources/Payroll Coordinator. District shall contribute a sum equal to 100% of the premium cost for the disability coverage. The Human Resources/Payroll Coordinator position is covered under the class as defined in the District's LTD policy. Coverage is provided at 2/3rds of covered salary with elimination period of 60 consecutive calendar days.

SECTION 4: CLAIMS AGAINST THE SCHOOL DISTRICT

The parties agree that any description of insurance benefits contained in this section are intended to be informational only and eligibility of any employee for benefits shall be governed by the terms of the insurance policy purchased by the School District pursuant to this section. It is understood that the School District's only obligation is to purchase the insurance policy and pay such amounts as agreed herein and no claims shall be made against the school district as a result of a denial of insurance benefits by insurance carrier.

SECTION 5: TAX SHELTERED ANNUITIES

The administrative assistant shall be eligible to participate in a tax sheltered annuity plan established pursuant to United State Public Law 87-370, M.SS 123.35 Sub 12. The Human Resources/Payroll Coordinator shall be

eligible to enroll in the Greenway 403B at up to \$3000 matching annually. The enrollee will become vested upon completion of the three years of service.

SECTION 6: CONFERENCES AND MEETINGS

The School District shall pay all legally valid expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by the Superintendent.

SECTION 8: CAR EXPENSE

The School District shall compensate the Human Resources/Payroll Coordinator for business use of their private automobile at the rate approved by the Internal Revenue Service pursuant to M.S. 471.665, Subd. 1.

ARTICLE IV – LEAVES OF ABSENCE

SECTION 1: SICK LEAVE

The Human Resources/Payroll Coordinator shall earn sick leave at the rate of twelve (12) days for each working year (July to June). Sick leave may be accumulated to a maximum of sixty (60) days per fiscal year. Earned sick leave shall be accrued at the rate of 8 hours per month. Days not used as sick time during employment have no cash value (payout) at the time of termination.

SECTION 2: EMERGENCY LEAVE

The Human Resources/Payroll Coordinator may be granted emergency leave during the contract year at the discretion of the Superintendent.

SECTION 3: PERSONAL LEAVE

Upon prior approval of the Superintendent, at the beginning of each year (July-June) three (3) personal leave days will be granted. Leave for personal days do not accumulate or carry-over.

SECTION 4: MEDICAL LEAVE

If the Human Resources/Payroll Coordinator is unable to perform her duties because of illness or disability and has exhausted all sick leave credit available, the Human Resources/Payroll Coordinator may request a medical leave of absence of up to one (1) year in duration without pay. The Human Resources/Payroll Coordinator, when on medical leave of absence, is eligible to continue participation in group insurance programs as permitted under the insurance policy provisions, but shall pay the entire premium for such programs as the Human Resources/Payroll Coordinator wishes to retain, commencing with the beginning of the leave.

Section 5: BEREAVEMENT LEAVE

Absence of three days or more if needed, without loss of pay shall be allowed in the case of death in the immediate family. Immediate family shall be defined as a brother, sister, son, daughter, father, mother, guardian, wife, husband, father-in-law, mother-in-law, grandchildren, and grandparents of either the employee or his/her spouse, or others with prior approval of the Superintendent.

EXTENSIONS OR MODIFICATIONS TO AGREEMENT

Any extensions of, or modifications to, this agreement, or to any provision contained herein, must be in writing, and approved by a vote of the School District's board, and signed and executed by the parties.

AT WILL AGREEMENT

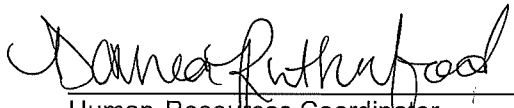
This is an at-will agreement and Employee shall be subject to termination at any time without reason or cause. The parties agree that this employment relationship will automatically end on June 30, 2023, unless the contract or agreement is renewed or extended in writing and upon approval of School District's Board.

ARTICLE V – DOCUMENT AUTHORIZATION

This contract shall be effective only upon signature of the officers of the School Board after authorization for such signature was taken by the School Board in appropriate action recorded in its minutes.

IN WITNESS THEREOF I have subscribed my signature this 28 day of May, 2020.

Independent School District #316
499 Powell Ave
Coleraine, MN 55722



Human Resources Coordinator

Authorized Signature

5/18/20

Date

Date

CONTRACT FOR COMMUNITY EDUCATION PROGRAMMER
INDEPENDENT SCHOOL DISTRICT NO. 316
GREENWAY PUBLIC SCHOOLS

2020-2021 School Year

The School Board of Independent School District #316, Greenway Public Schools enters into this Agreement with **Chelsey Dagen** who agrees to perform the duties of **Community Education Programmer** in the public schools of the District for the 2020-2021 school year effective July 1, 2020

This is an at-will agreement and Employee shall be subject to termination at any time without reason or cause. The parties agree that this employment relationship will automatically end on June 30, 2021, unless the contract or agreement is renewed or extended in writing and upon approval of School District's Board.

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

I. Basic Services

Said Community Education Programmer shall faithfully perform the services prescribed by the School Board whether or not such services are specifically described in this contract or in general job descriptions, abide by the rules, regulations and policies as established by the School Board, the State Board of Education and the Itasca County and any addition or amendments thereto, for the annual salaries indicated below.

II. Duty Year

The duty year shall be 50 weeks a year. September – May: 30 hours per week (38 weeks), June- August: 15 hours per week (12 weeks) (.75 FTE)

III. Insurance

1. The School District shall pay eighty percent (80%) of the premium for health and medical insurance, and the employee shall pay twenty percent (20%) of the premium (or the correct portion thereof). *
2. The School District shall pay eighty percent (80%) of the premium for dental insurance, and the employee shall pay twenty percent (20%) of the premium. (or the correct portion thereof) *
3. **Life Insurance:** The School District will pay the premium, not to exceed \$100.00 per year for \$50,000 term life insurance under the existing group life insurance coverage.
4. **Long-term Disability Insurance:** The School District will pay the premium for long-term disability under the existing group insurance plan.
*Proration of all benefits based on a 1.0 FTE.

5. Other Benefits

a. Expenses:

- i. Expenses shall be paid according to School District policy when the Community Education Programmer is required to attend meetings outside of the district.
- ii. Mileage: per District policy.

6. Salary

The salary for the 2020-2021 school year shall be:
\$16.32 per hour

IN WITNESS THEROF, I have subscribed my signature this 6 day of May, 2020.

Chelsey Dagen

Chelsey Dagen
Community Education Programmer

IN WITNESS THEROF, I have subscribed my signature this ___ day of _____, 2020.

School Board Chair

School Board Clerk

**INDIVIDUAL
AGREEMENT
BETWEEN**

THE SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT #316
COLERAINE, MINNESOTA

AND

DISTRICT TECHNOLOGY COORDINATOR

JULY 1, 2020 – JUNE 30, 2023

ARTICLE 1 – PURPOSE

SECTION 1: PARTIES

The School Board of Independent School District No. 316, Marble, Minnesota enters into this agreement with Brandon Trbojevich, who agrees to perform the duties of District Technology Coordinator commencing on July 1, 2020 through June 30, 2023

ARTICLE II – BASIC PROVISIONS

SECTION 1: BASIC SERVICE

The District Technology Coordinator shall faithfully perform the services prescribed by the School Board whether such services are specifically described in this contract or in a general job description, and abide by the rules, regulations and policies as established by the School Board.

SECTION 2: DUTY YEAR

The District Technology Coordinator is a full time (1.0 FTE) with duty year defined as a twelve month contract year (July to June) as provided herein. Any reduction of this position to less than 1.0 will result in all benefits prorated accordingly.

SECTION 3: VACATION

The District Technology Coordinator shall earn vacation as follows:

July 1, 2020 – June 30, 2023: 4 weeks each year

Employee will be allowed to carryover a maximum of 10 days' vacation which must be consumed within six months or December 31, following the end of the then fiscal year (June 30).

SECTION 4: HOLIDAYS

The District Technology Coordinator shall be entitled to twelve (12) paid holidays each contract year as follows:

Independence Day, Labor Day, Thanksgiving Day, the Friday following Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, President's Day, Good Friday, Easter Monday and Memorial Day.

SECTION 5: SALARY

The District Technology Coordinator shall be paid on an annual basis at:

\$51,216 FY 21
\$52,625 FY 22
\$54,072 FY 23

Employee's salary is based on the duty requirements and basic work year requirements set forth in this agreement. Employee shall be paid in equal installments, approximately the 15th and the end of the month, during the period of this Agreement.

ARTICLE III BENEFITS

SECTION 1: HEALTH, HOSPITALIZATION AND DENTAL

The School District shall pay eighty percent (80%) of the premium for health and medical insurance, and the employee shall pay twenty percent (20%) of the premium.

Dental Insurance: The School District shall pay eighty percent (80%) of the premium for dental insurance, and the employee shall pay twenty percent (20%) of the premium.

SECTION 2: LIFE INSURANCE

Group Life Insurance: The Board shall pay the entire premium for the present group life insurance for \$50,000 and an equal accidental death and dismemberment benefit.

SECTION 3: LONG TERM DISABILITY INSURANCE

The Board shall provide and pay the entire premium for long term disability insurance which provides 66% of salary, 60 waiting days, and \$50,000 maximum annual covered salary.

SECTION 4: CLAIMS AGAINST THE SCHOOL DISTRICT

The parties agree that any description of insurance benefits contained in this section are intended to be informational only and eligibility of any employee for benefits shall be governed by the terms of the insurance policy purchased by the School District pursuant to this section. It is understood that the School District's only obligation is to purchase the insurance policy and pay such amounts as agreed herein and no claims shall be made against the school district as a result of a denial of insurance benefits by insurance carrier.

SECTION 5: TAX SHELTERED ANNUITIES

The District Technology Coordinator shall be eligible to participate in a tax-sheltered annuity plan established pursuant to United States Public Law No. 87-370, M.S. 123.35 Subd. 12. The District Technology Coordinator shall be eligible to enroll in the Greenway 403B at up to \$2500.00 matching annually. The enrollee will become vested upon completion of three years of service.

SECTION 6: CONFERENCES AND MEETINGS

The School District shall pay all legally valid expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by the Superintendent or Business Manager.

SECTION 7: CAR EXPENSE

The School District shall compensate the District Technology Coordinator for business use of their private automobile at the rate approved under district policy.

ARTICLE IV – LEAVES OF ABSENCE

SECTION 1: SICK LEAVE

The District Technology Coordinator shall earn sick leave at the rate of twelve (12) days for each working year (July to June). Sick leave may accumulate to a maximum of one hundred (100) days. Earned sick leave shall be accrued at the rate of 8 hours per month. Days not used as sick time during employment have no cash value (payout) at the time of termination.

SECTION 2: EMERGENCY LEAVE

The District Technology Coordinator may be granted emergency leave during the contract year at the discretion of the Superintendent.

SECTION 3: PERSONAL LEAVE

Upon prior approval of the Superintendent or Business Manager, at the beginning of each year (July-June) two (2) personal leave days will be granted. Leave for personal days do not accumulate or carry-over.

SECTION 4: BEREAVEMENT LEAVE

Absence of three days or more if needed, without loss of pay shall be allowed in the case of death in the immediate family. Immediate family shall be defined as a brother, sister, son, daughter, father, mother, guardian, wife, husband, father-in-law, mother-in-law, grandchildren, and grandparents of either the employee or his/her spouse, or others with prior approval of the Superintendent.

EXTENSIONS OR MODIFICATIONS TO AGREEMENT

Any extensions of, or modifications to, this agreement, or to any provision contained herein, must be in writing, and approved by a vote of the School District's board, and signed and executed by the parties.

AT WILL AGREEMENT

This is an at-will agreement and Employee shall be subject to termination at any time without reason or cause. The parties agree that this employment relationship will automatically end on June 30, 2023, unless the contract or agreement is renewed or extended in writing and upon approval of School District's Board.

IASC SHARED SERVICES AGREEMENT

As a member of IASC, ISD #316 participates with IASC in the sharing of technology services. The Technology Coordinator position is a shared position within the IASC organization. District #316 has the right to assign duties within its district as well as to other member districts in IASC. Member districts

being that of Deer River, Floodwood, Greenway, Grand Rapids, Hill City, Nashwauk-Keewatin, Northland Community Schools and Itasca Community College.

ARTICLE V – DOCUMENT AUTHORIZATION

This contract shall be effective only upon signature of the officers of the School Board after authorization for such signature was taken by the School Board in appropriate action recorded in its minutes.

IN WITNESS THEREOF I have subscribed my signature this 26 day of 05, 2020.

Independent School District #316
499 Powell Ave
Coleraine, MN 55722



District Technology Coordinator

Authorized Signature

Dated this 26 day of 05, 2020

Dated this ____ day of _____, 2020.

Secondary Level Grades 5-12

- A huge thank you to Melissa Sutherland for her organization of the awards night, thanks to the Greenway Alumni Foundation for all of their behind the scenes work, thanks for all of the individuals and organizations for their scholarship awards and congratulations to our many seniors who were recognized for their efforts and provided with support for their next steps after high school.
- Great work on the 2019-20 MS and HS yearbooks led by Paula Miller and Shari Nelson and the many students who put countless hours into the creation of these memories.
- Thanks to the 5th grade staff for their work on coordinating a moving on up video to the incoming 4th grade class and connecting with a fair share of them along with their 4th grade teachers in a live Webex yesterday to field any questions and to give answers.
- Additional thank you to the PBIS team for continuing their efforts of keeping students engaged even through distance learning and all of the staff for their efforts in still sending out Raider PRIDE cards to students.
- Thank you's to Gwen Geisler and Patti Rychart in advance for their meticulous planning and organization of the graduation ceremony this Saturday at 11:00. As this has definitely been a challenging year, their focus and ability to stay on point with the adjustments that allow us to keep what traditions we could keep per the MDH and MDE guidelines and still honor and acknowledge the Class of 2020 has been especially appreciated. Additionally a huge thank you to Mr. Pace for his guidance and support throughout this as navigating the everchanging landscape we've all encountered throughout the distance learning period has definitely had it's challenges.
- Special acknowledgement to the Class of 2020 as they take their final steps on Saturday and well wishes from all of Greenway in their next endeavors.
- A huge thank you to all of our paras for their work during distance learning...the additional tasks and their willingness to be flexible in these various asks was much appreciated.
- Thanks to the teaching staff for their ability to continually reinvent themselves to keep kids engaged during a time that none of us have experienced before. Albeit, we look forward to a return to in person, onsite instruction, the experiences we've all had will allow us to embed new strategies and many new effective methods of engagement that will not get put on the shelf for the "next" time. Connections with students were definitely first and foremost and from the many contacts with parents something that was greatly appreciated from our parents and guardians.
- Last but definitely not least, a huge thank you to our students and families for their engagement and follow-through over this period. This was definitely an additional strain on most if not all families and their ability to work with their families and the school staff shows how we are stronger together.

[Welcome to Kindergarten](#)

Who We Are

Greenway Public Schools is an independent school district located in Itasca County, MN. The district serves 1,067 students from early childhood education through high school with the mission to *provide a safe, educational environment which embraces diversity and equips learners with lifelong skills enabling them to succeed, to think independently, and to act respectfully when meeting the challenges of a changing society.*

The Greenway Wellness Committee is well established, and has been active in the district for many years. In addition to active participation by school staff, the committee also include representation from University of Minnesota Extension Supplemental Nutrition Assistance Program Education (SNAP-ED), Get Fit Itasca, and a public health nurse.

Wellness Committee Members

Kelly Payne, Carol Barnett, Susan Hoeft, Naesa Myers, Danae Rutherford, Anna Johnson, Austin Hajanen, & Jodi Nordlund

Our Plan

The Greenway Wellness Committee completed the School Health Index, and identified several priorities to improve student and staff wellness during the 2019-2020 school year. These include:

- **Facilitate community wide health promotion events**
- Professional development for physical education teachers
- Update and implement local school wellness policies
- Promote healthy food and beverage choices and school meals using Smarter Lunchroom techniques
- **Increase availability of before and after school physical activity programs**
- Create health emergency response plans

This year Greenway has made progress on many of these priorities. See how the highlighted accomplishments build on the **priorities in bold above.**

What We've Accomplished: *More Ways to be Active*

As a way to provide students with more ways to be physically active during the school year, Greenway purchased a set of classroom Nordic skis for students at Vandyke Elementary School. With the help and support of physical education staff, 187 students were able to experience Nordic skiing where only 2 had ever skied before. Greenway Wellness Committee member Sue Hoeft also trained two third-grade students to help younger students learn how to put on and take off skis, which led to a student developed instruction video that will be used for future instruction. With the success of skiing this year, Greenway plans to make Nordic skiing a fixture in the physical education curriculum beginning in the 2020-2021 school year.



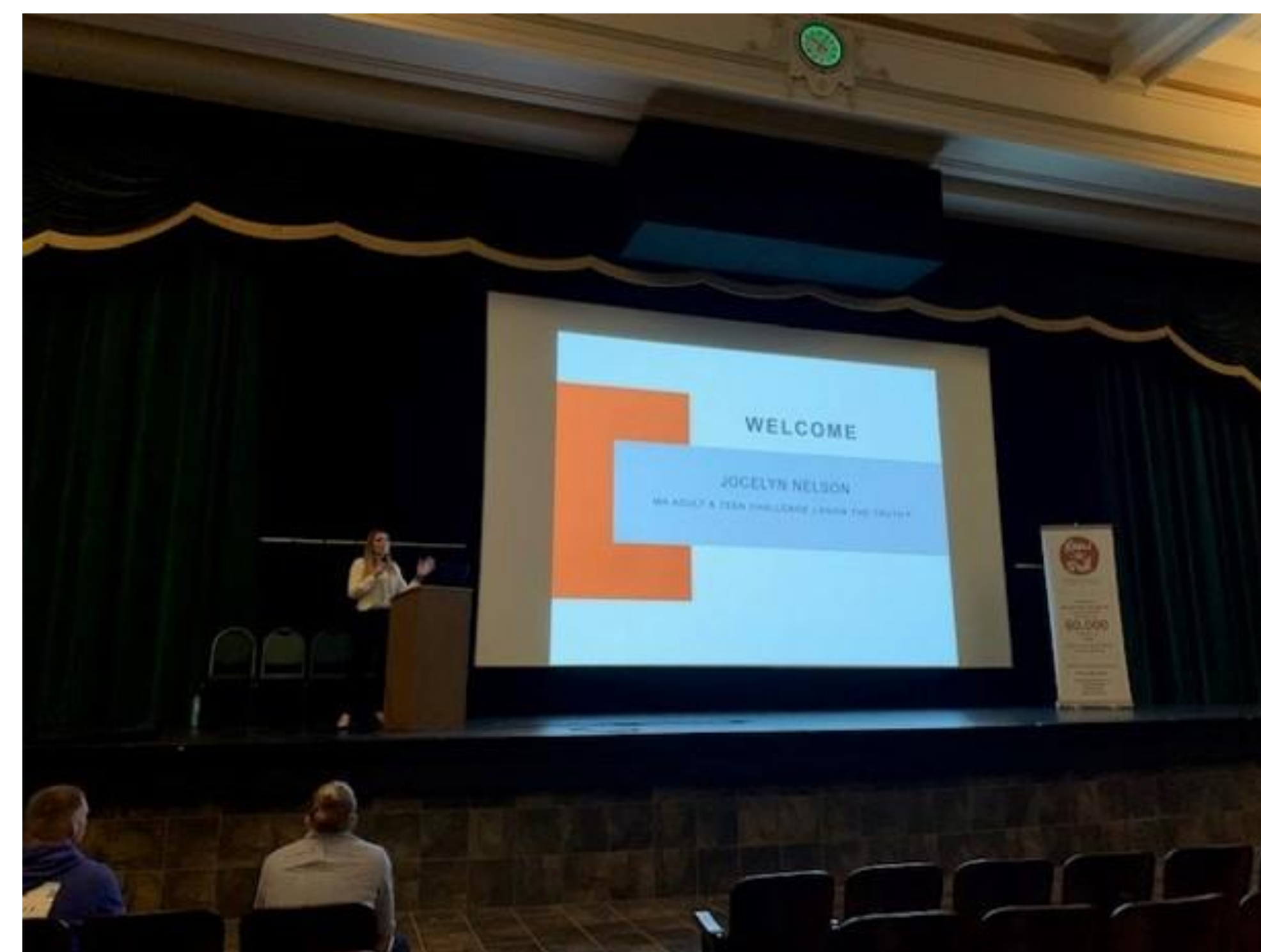
Grade 3 student Hadley's "how to" video for Greenway's Nordic skis.

Greenway Wellness Committee 2019- 2020 Highlights

What We've Accomplished: *Prevention Programming*

In March 2020, Greenway wellness committee members partnered with local non-profit Minnesota Adult and Teen Challenge (MNTC) to host a series of events geared toward substance use prevention. These included two Know the Truth™ presentations for students during the school day. Through this prevention program, students learned from and engaged with prevention advocates close in age to Greenway students. These trained prevention advocates shared targeted information about substance use, addressed common misconceptions of drugs and alcohol, and discussed healthy coping mechanisms and life-skills with students. Prevention advocates also spoke to students about their experiences with substances and active recovery.

The event continued into the evening with a Community Supper hosted by the Greenway Wellness Committee in conjunction with MNTC staff and volunteers. A similar presentation was facilitated for adult community members in attendance, with a free meal provided. With the success of these events, Greenway hopes to continue their partnership with MNTC and host similar events in the future.

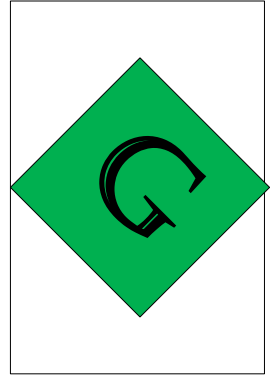
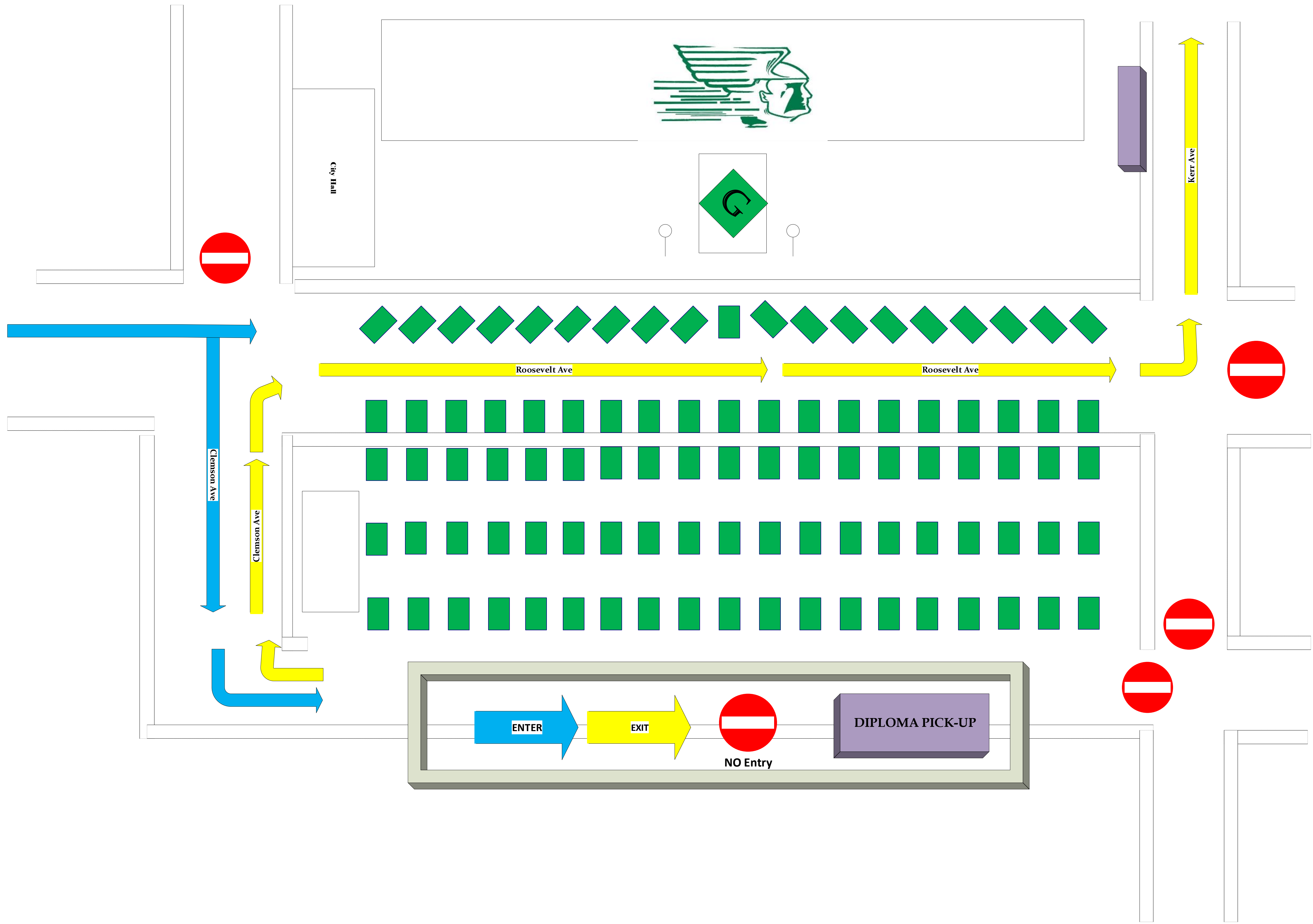


What We've Accomplished: *Promoting Healthy Eating and Mental Wellbeing during Crisis*

In response to COVID-19, Greenway food service staff have been planning, preparing, and distributing meals to Greenway students via a Grab and Go Lunch Distribution program. With several pick-up locations across Itasca County, the program provides nutritious meals to students in need. Additionally, Greenway recently announced that the program will continue through June 2020 in the hopes of providing meals for students all summer long.

Staff have also created cards with words of encouragement that are being included in each grab and go lunch. The hope is that these positive messages help to boost students' moods and provide some support for their mental health and wellbeing even in the midst of a pandemic.





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