

Chisholm School District School Board Meeting Agenda

Monday, June 14, 2021 at 5:00 PM
Regular Meeting
Chisholm School Board Room

I. Determination of Quorum and Call to Order	
II. Public Comment:	
Description: Welcome to this meeting of the Board of Education Independent School District #695, Chisholm School District. We are extremely pleased that you have shown an interest in school district affairs by attending this meeting. The Board of Education allows public participation at its meeting, but at the same time has the responsibility for conducting its business in an orderly fashion. We will provide the audience with an opportunity to request to speak. We request that before you speak to announce your name. Each speaker will be allowed five minutes unless the time limit is waived by a majority of the board members present. At a public meeting of the board, no person shall orally initiate charges or complaints against individual employees of the district or challenge instructional materials used in the district. All such charges, if presented to the board directly, shall be referred to the Superintendent for investigation and report. We would also like to remind the public that the school board is not allowed to comment on your concerns. If there are no questions, we will open the public comment section of the board meeting.	
III. Recognition of Guests and Visitors	
IV. Approve Agenda	
V. Approve Minutes	
A. Approve the May 24, 2021, Regular Meeting Minutes	4
Attachments:	
May 24, 2021, Regular Meeting Minutes	4
VI. Reports	
VII. Correspondence	
VIII. Consent Agenda	
IX. Action Agenda	
A. Approve Posting for a 1.0 FTE Social Studies Position for the 2021-2022 School Year	8
Attachments:	
2021-2022 Social Studies Teacher	8
B. Approve Confidential Financial Assistant Contract with Ashley	9

Breeden for 2021-2022

Attachments:

Ashley Breeden Contract 9

Description: Administration requests approval of Ashley Breeden as the Confidential Financial Assistant. The administration also requests that the board enter into this contract with the understanding that non-material amendments may be forthcoming due to the limited time available to draft the contract.

C. Approve 2021-2022 Contract for Services with Arrowhead Regional Computing Consortium (ARCC) 18

Attachments:

CHISHOLM 18

Description: ARCC provides the district support and training in payroll/HR, finance/accounting and other student systems.

D. Approve Lisa Aldrich's One Year Professional Leave of Absence Request Beginning June 8, 2021, through June 8, 2022 22

Attachments:

L.A. LoA 22

E. Approve Confidential Superintendent's Administrative Assistant Contract with Lisa Aldrich for July 1, 2021- June 30, 2022 23

Attachments:

Lisa Aldrich Contract 23

Description: Confidential Superintendent's administrative assistant contract with Lisa Aldrich for 2021-2022. The board should be aware of the possibility of an amendment to the contract that is not material in nature due to the limited timing of being able to produce this document.

F. Approve Vaaler's Insurance and Risk Management Proposal That Was Presented at the May 24, 2021, School Board Meeting. 32

Attachments:

FY 22 Insurance Proposal 32

Description: Fiscal Year 2022 insurance and risk management are provided by Vaaler Insurance.

G. Adopt the Preliminary 2021-2022 Budget 46

Attachments:

Adopted budget 2021.2022 - Adopted 21-22 46

Description: The Board of Education is required to adopt by law to adopt a preliminary budget by June 30, 2021.

Administration recommends approval of the preliminary 2021-2022 budget as presented.

H. Approve Mr. Adrian Norman as the District Identified Individual 47

Official with Authority IOwA for Chisholm Public School District 0695

Attachments:

Education Identity and Access Management Board Resolution 47

X. Discussion

XI. Information

A. May TOC Report 48

Attachments:

May TOC Board 48

XII. Adjourn

Chisholm School District School Board Meeting Minutes

Monday, May 24, 2021, at 5:00 PM

Regular Meeting

Chisholm School Board Room

I. Determination of Quorum and Call to Order

Attendance Taken at 5:26 PM. Corradi Simon: Present, Lappi: Present, Rahja: Present, Randa-Sauter: Present, Rice: Present, Sever: Present. Board Member Corradi Simon joined at 5:02p. Board Member Randa-Sauter joined the meeting at 5:26p.

II. Public Comment:

III. Recognition of Guests and Visitors

A. Mat Higgins

Mat Higgins asked the board to review the harassment/bullying policies and the enforcement of the policies.

B. 2021 Vaaler Insurance Proposal Presentation

Bruce Vaaler presented insurance information to board members.

C. Ingensa Presentation

Ingensa presented the Strategic Planning results.

IV. Approve Agenda

It was moved by Jaclyn Corradi Simon and seconded by Shelly Lappi to approve the agenda with additions. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

V. Approve Minutes

A. Approve May 10, 2021, Regular Meeting Minutes

It was moved by Cindy Rice and seconded by Shelly Lappi to approve May 10, 2021, regular meeting minutes. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

VI. Reports

A. Superintendent's Report

Mr. Morrison updated the board that June 2 there will be a kickball tournament involving students and employees, Mrs. Crotteau is organizing the event. He discussed the masks are still required in the schools until June 4. He discussed that at graduation could be opened with unlimited guests with a board vote. Mr. Morrison discussed the need for rearranging social studies and technology classes offered for the upcoming school year and the need for an additional social studies instructor.

VII. Correspondence

A. Thank you to Carousel Donation/You Matter Bags for the donation of food and supplies for the senior high school pantry.

The board thanked the Carousel Donation/You Matter Bags for their donation.

VIII. Consent Agenda

It was moved by Danielle Randa-Sauter and seconded by Jaclyn Corradi Simon to approve the consent agenda. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

A. Approve May 15 Payroll for \$255,398.07 and May 30 Payroll for an Estimated \$245,000 for a Total of \$500,398.07

B. Approve Accounts Payable \$231,957.33

IX. Action Agenda

A. Accept Proposal #1 from Rapp Strategies for \$7,000 for Referendum Planning

It was moved by Shelly Lappi and seconded by Jaclyn Corradi Simon to accept proposal #1 from Rapp Strategies for \$7,000 for referendum planning. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

B. Accept Tonya Enich's Resignation effective May 27, 2021

It was moved by Clarice Sever and seconded by Cindy Rice to accept Tonya Enich's resignation effective May 27, 2021. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

C. Approve Posting for ECFE/SR Program Assistant

It was moved by Clarice Sever and seconded by Jaclyn Corradi Simon to approve posting for ECFE/SR Program Assistant. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

D. Approve Debbie Jackson's Lane Change Request from MA/BA+40 (Semester) // BA/MA+60 (Quarter) to MA+20/BA+90 ACT 60 (Semester) // MA+30/BA+90 ACT 60 (Quarter)

It was moved by Clarice Sever and seconded by Jaclyn Corradi Simon to Approve Debbie Jackson's lane change request from MA/BA+40 (Semester) // BA/MA+60 (Quarter) to MA+20/BA+90 ACT 60 (Semester) // MA+30/BA+90 ACT 60 (Quarter). Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

E. Renewal of Food Service Management Contract with INAC, Inc. for the 2021-2022 Fiscal Year

It was moved by Jaclyn Corradi Simon and seconded by Shelly Lappi to approve the renewal of food service management contract with INAC, Inc. for the 2021-2022 fiscal year. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

F. Approve Chisholm Meal Price Increase of \$0.05 Requested for the 2021-2022 Fiscal Year

It was moved by Clarice Sever and seconded by Shelly Lappi to approve Chisholm meal price increase of \$0.05 requested for the 2021-2022 fiscal year. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

G. Approve Splitting the Pep Club Advisor Position Into a Co-Advisor Position and Posting for a Co-Advisor Position for the 2021-2022 School Year

It was moved by Clarice Sever and seconded by Jaclyn Corradi Simon to approve splitting the pep club advisor position into a co-advisor position and posting for a co-advisor position for the 2021-2022 school year. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

H. Approve Splitting the Close-Up Advisor Position into a Co-Advisor and Posting for a Co Advisor Position for the 2021-2022 School Year

It was moved by Shelly Lappi and seconded by Clarice Sever to approve splitting the Close-Up advisor position into a co-advisor and posting for a co advisor position for the 2021-2022 school year. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

I. Approve Teachers on Call Contract Renewal from July 1, 2021, to June 30, 2023

It was moved by Jaclyn Corradi Simon and seconded by Shelly Lappi to approve Teachers on Call contract renewal from July 1, 2021, through June 30, 2023. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

J. Accept the Resignation of Cheyenne Mikkola-Rahja the Confidential Superintendent's Administrative Assistant Effective May 27, 2021

It was moved by Jaclyn Corradi Simon and seconded by Danielle Randa-Sauter to accept the resignation of Cheyenne Mikkola-Rahja the Confidential Superintendent's Administrative Assistant effective May 27, 2021. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

K. Approve Posting for the Confidential Superintendent's Administrative Assistant Position

It was moved by Jaclyn Corradi Simon and seconded by Cindy Rice to approve posting for the Confidential Superintendent's Administrative Assistant position. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

L. Approve Melissa Cappel's Temporary Employment Consulting Agreement

It was moved by Shelly Lappi and seconded by Jaclyn Corradi Simon to approve Melissa Cappel's temporary employment consulting agreement beginning May 3, 2021. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

M. Approve Cheyenne Mikkola-Rahja's Temporary Employment Consulting Agreement
It was moved by Shelly Lappi and seconded by Cindy Rice to approve Cheyenne Mikkola-Rahja's temporary employment consulting agreement beginning June 1, 2021, through June 30, 2021, subject to amendment. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

N. Approve Adrian Norman's District Superintendent and Elementary Principal Contract for Employment

It was moved by Cindy Rice and seconded by Danielle Randa-Sauter to approve Adrian Norman's District Superintendent and Elementary Principal contract for employment. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

O. Approve Range Mental Health Contract to Continue Providing ADAPT Services in the School

It was moved by Danielle Randa-Sauter and seconded by Shelly Lappi to approve Range Mental Health Contract to continue providing ADAPT services in the school. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

P. Approve Unlimited Guests for 2021 Graduation

It was moved by Clarice Sever and seconded by Cindy Rice to approve unlimited guest attendance for 2021 graduation contingent on state mandates allowing for such an event at the time of graduation. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

X. Discussion

The board scheduled a working session for June 16, 2021, at 5p in the boardroom to discuss the budget.

A. Authorize Adrian Norman to work up to (10) ten days at his daily rate of pay starting June 17th, 2021

The board discussed allowing Adrian coming in as available before June 14 and beginning employment with the district June 14 at his daily rate of pay, \$483.87, not to exceed thirteen days. Days and times to be determined by Adrian.

XI. Information

XII. Adjourn

It was moved by Jaclyn Corradi Simon and seconded by Danielle Randa-Sauter to adjourn at 6:34p. Motion Passed.

Corradi Simon: Yea, Lappi: Yea, Rahja: Yea, Randa-Sauter: Yea, Rice: Yea, Sever: Yea

INDEPENDENT SCHOOL DISTRICT NO. 695
Chisholm, Minnesota

INTERNAL/EXTERNAL POSTING

Position: 1.0 FTE Social Studies/History Instructor

Qualifications: 1. Certified as a Minnesota Social Studies teacher.
2. Demonstrated experience in establishing and maintaining positive working relationships and communications with students, parents, and staff.

Duties: As assigned by building principal.

Rate of Pay: As per the master agreement

Terms of Contract: 2021-2022 school year

Due Date: June 29, 2021, at 3:00 pm. Applicants shall include a letter of application, resume, and a copy of current Minnesota Certificate to be emailed to Mr. Mark Morrison.

Please send applications to: Mr. Mark Morrison, High School Principal
mmorrison@chisholm.k12.mn.us

Posted: June 15, 2021

AN EQUAL OPPORTUNITY EMPLOYER

AGREEMENT BETWEEN
INDEPENDENT SCHOOL DISTRICT NO. 695

AND

Ashlee Breeden

CONFIDENTIAL FINANCIAL
ASSISTANT

July 1, 2021 - June 30, 2022

THIS AGREEMENT, ENTERED INTO BETWEEN THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NO. 695, HEREINAFTER REFERRED TO AS THE “EMPLOYER,” AND, KAYLA WAISANEN, CONFIDENTIAL FINANCIAL ASSISTANT, HEREINAFTER REFERRED TO AS THE “EMPLOYEE.” THE EMPLOYEE IS HIRED AS AN “AT-WILL” EMPLOYEE.

ARTICLE I
PURPOSE AND AGREEMENT

Section 1.

It is the intent and purpose of the parties hereto to set forth herein the basic Agreement covering rates of pay, hours of work, and selected conditions of employment to be observed by the parties hereto.

ARTICLE II
RESPONSIBILITIES OF PARTIES

Section 1.

Each of the parties of this Agreement hereby acknowledges the rights and responsibilities of the other parties and agrees to discharge its responsibilities under this Agreement.

ARTICLE III
EMPLOYMENT DATE

Section 1.

Employment date is to be determined on the basis of total length of continuous employment by the Employer. The Employee’s date of employment is June 28, 2021. There will be a 90 day probation period.

ARTICLE IV
NOTICE OF TERMINATION

Section 1.

Two weeks' written notice to terminate employment shall be given to the Employer by the Employee. If the Employee fails to do so, she shall forfeit all benefits including back pay for unused vacation provided by this Agreement.

The Employer, in the event of school district reorganization, shall endeavor to keep Employee in an equivalent position within the new school district organization.

Section 2. Notice of Separation.

The employee must provide in letter form a 90-day notice of separation from the district. The district will delay board action for 30-days before taking formal action. The employee may withdraw their notice anytime during the 30-day period. Withdrawal Notice must be in letter form and presented to the Superintendent's Office.

ARTICLE V
SICK LEAVE

Section 1.

The Employee shall earn sick leave at the rate of 2 working days for each month of service, accumulative to ninety (90) working days.

Section 2.

Sick leave with pay shall be allowed by the Employer whenever the Employee's absence is found to have been due to her illness which prevented her attendance at school and performance of duties on that day or days.

The Employer may require the Employee to furnish a medical certificate from the school health officer or a qualified physician as evidence of illness, indicating such absence was due to illness, to qualify for sick leave pay. However, the final determination as to the eligibility for payment of the Employee for sick leave is reserved to the Employer. In the event that a medical certificate will be required, the Employee will be so advised.

Sick leave allowed shall be deducted from the accrued sick leave days earned by the Employee. After the Employee has used all of her accumulated sick leave, she may be granted a leave of absence without pay not to exceed six (6) months without having her name removed from the payroll. After each six-month period has expired, the Employer shall review the case and decide whether any further leave shall be granted, not to exceed two (2) years, and subject to a doctor's

report for each six-month period. The Employee must request each leave of absence or extension in writing prior to eligibility.

Four (4) personal leave days shall be allowed for business, which cannot be conducted at any other time. One day (1) carryover will be allowed. These days may be taken either full days or half-days with prior approval from the Superintendent.

Section 3.

The Employer and the Employee agree to comply with the following Workmen's Compensation regulations. It is agreed that if the Employee of Independent School District No. 695 shall receive a compensable injury and have accrued benefits under either sick leave or vacation plan, the Employer shall pay the difference between the compensation received by the Employee and her regular monthly pay rate, same to be deducted from said accrued vacation or sick leave benefits; the School District will provide for the payments described in this section during the period of disability. It is understood that the additional payments made to the Employee over and above that paid by Workmen's Compensation shall not exceed the amount of credits which the Employee is entitled to from such accrued vacation or sick leave.

Section 4.

The Employer agrees to pay for the entire physical examination if required by law.

ARTICLE VI DEATH OR SERIOUS ILLNESS IN A FAMILY

Section 1.

In case of serious illness or death in the immediate family, three (3) days per occurrence will be allowed. According to the necessity and the distance traveled, extra time may be granted at the discretion of the Superintendent. Immediate family shall be defined as brother, sister, daughter, son, daughter-in-law, son-in-law, father, mother, wife or husband, grandchildren, grandparents, brother-in-law, and sister-in-law of either the Employee or her spouse. One day will be allowed for funerals of other close relatives - aunts, uncles, nieces, nephews, and first cousins of the employee or employee's spouse. All days used will be deducted from sick leave accumulation.

ARTICLE VII
HOLIDAYS

Section 1.

The Employee shall receive the following paid holidays:

New Year's Eve	New Year's Day	Easter Monday
Labor Day	President's Day	Memorial Day
Thanksgiving Day	Good Friday	Independence Day
Christmas Day	Christmas Eve	

The Employee will be given the Friday after Thanksgiving as a paid holiday. At such a time when Veteran's Day might become a school holiday in Chisholm, the Friday after Thanksgiving would no longer be given as a paid holiday.

Section 2.

The Employee when required to work on any of the above-mentioned holidays shall be compensated at time and one-half pay for her work that day in addition to her regular holiday pay.

Section 3.

When a paid holiday falls on the Employee's scheduled day off or during her vacation period, she shall receive an additional day's paid vacation.

Section 4.

To qualify for holiday pay for a holiday not worked, it is required that the Employee shall have worked her last scheduled workday or shift, prior to, and the first scheduled workday following the holiday, unless the Employee is absent before or after a holiday for such reasons as scheduled vacation, sick leave, jury duty or death in the immediate family. If the Employee is on sick leave prior to or after a holiday, the Employee must present a physician's statement certifying the illness.

ARTICLE VIII
VACATIONS

Section 1.

The Employee shall receive two (2) weeks of vacation annually with pay after one year of service; three (3) weeks of vacation annually after seven (7) years of service; and four (4) weeks of vacation annually after fourteen (14) years of service. Vacation time shall be computed on your anniversary date (All vacation time must be approved by the Superintendent.)

Section 2.

Upon termination of employment for any cause, the Employee shall be paid for any accumulated vacation credit, including prorated payments for periods of less than one year, unless he/she has failed to comply with Article IV, Section 1, or was unable to do so because of a serious emergency.

ARTICLE IX
HOURS OF WORK

Section 1.

The duty day is a basic eight (8) hour day, which may vary between the hours of 6:00 a.m. and 5:00 p.m, exclusive of lunch. The Confidential Financial Assistant will have a thirty (30) minute duty-free lunch period.

Section 2.

Some overtime may be required and must be approved by the superintendent. It will be cash pay in accordance with this Agreement except where the Employee wishes compensatory time in lieu of pay, subject to prior approval by the Employer. The Employee must indicate this prior to working overtime. She shall file a written request at least three (3) days in advance of the period for taking such compensatory time. Compensatory time taken in lieu of overtime, and approved by the superintendent will be at one and one-half (1 1/2) times the regular hours worked and if granted either used or compensated within the fiscal year earned.

Section 3.

In the event of the death of an employee, unused vacation and accumulated compensatory time not paid to the employee shall be paid to his/her beneficiary or the estate of the employee.

ARTICLE X
INSURANCE BENEFITS

Current District-Wide Medical Benefits

Note: District and employee contribution toward medical health insurance premiums will be established prior to the September 1, 2019 renewal.

Effective September 1, 2020, Veba Medical Benefits shall be as follows:

**VEBA #381
RETIREE HOSPITAL/MEDICAL BENEFITS
Effective rates as of 9/1/2020**

	TOTAL	DISTRICT SHARE	EMPLOYEE SHARE
<i>Family 65-</i>	\$2614.00	\$1508.67	\$1105.33
<i>Single 65-</i>	\$1064.50	\$719.75	\$344.75
<i>Single 65+</i>	\$1064.50	\$633.75	\$430.75
<i>Single RE Dependent</i>	\$1064.50	\$565.00	\$499.50

CONSUMER HEALTH DIRECTIVE PLAN (VEBA#831): Effective September 1, 2020, the District shall pay \$719.75 toward single premiums and \$1508.67 toward family premiums of the Consumer Health Directive Plan (CHDP) #831 VEBA. Also, effective September 1, 2020, the district will contribute 65% (\$1202.50) of the single deductible and 65% (\$2405) of the family deductible.

At the September 1, 2021 renewal any premium savings or increases will be applied 50/50 to the district and employee share.

Future contributions are to be negotiated with each new contract. The District shall make two (2) bi-annual contributions into the employee's VEBA account. The District shall make the first 50% contribution by September 1st of each year and the second 50% contribution by February 1st of each year. The employee must be a policyholder in order to qualify for any district contribution toward health insurance.

The District shall also allow for hardship requests from the employee who may incur a medical/prescription bill that exceeds the balance in an individual's VEBA account. The employee will have to provide evidence of charges by submitting the EOB (explanation of

benefit) statement receipt from the medical provider or pharmacy. Upon receipt of such proof, the District will take action to deposit an amount to cover the shortage or the balance of the annual contribution whichever is less. In no instance will the District contribute more than the prescribed annual allowance as stated in this section.

The District shall pay the monthly fee to administer VEBA accounts.

Section 2. Dental Insurance:

Effective July 1, 2020, the district will provide and pay 90% of the premium and the employee 10% of the premium for the dental health program.

Section 3. Life Insurance:

The Employer will provide and pay for the premiums for a Life Insurance Program for the Employee as follows:

Basic Insurance per employee \$50,000.00

Active Employees retain the option to purchase more life insurance at their own expense as per the policy of the insurance carrier.

Section 4. Long-Term Disability Policy: 100% paid by the School District. Copy of this policy is on file in the Business Office in the Sr. High.

Section 5. Health Care Savings Plan Contribution: The district agrees to contribute to the MN State Retirement System’s Health Care Savings Plan outlined under the following formula:

Continuous Yrs. Of Service	Contribution	Sick Leave Usage	Prorated on Annual
0-3 yrs.	\$0	0-8 sick days	100%
4-9 yrs.	\$500	9-13 sick days	75%
10-14 yrs.	\$1000	14-18 sick days	50%
15-19 yrs.	\$1500	19-23 sick days	25%
20-24 yrs.	\$2000	24+ days	0%
25+ yrs.	\$2500		

Sick Day exclusions: Maternity Leave, Parental Leave, and Workmen’s Compensation Claims.

Note: The district agrees to a one-time “held harmless” catch-up payment based on continuous years of service.

The maximum district contribution is capped at \$35,000.

The district reserves the right to determine the payment schedule.

ARTICLE XI
EMPLOYMENT AT WILL

Employee’s position with the District is as an employee at will. This employment agreement may be terminated by either party, by providing two weeks’ advance written notice to the other party.

In witness whereof I have subscribed by signature this ____ day of _____, 20__.

Confidential Financial Assistant

In witness whereof we have subscribed our signatures this ____ day of _____, 20__.

Clerk, Board of Education

Chairman, Board of Education

Salary and Other Benefits

July 1 , 2021	\$39,000

(Any days worked prior to July 1 would be pro rata - per board approval)



SPECIFIC SERVICES CONTRACT 2021-2022

This contract, between the Arrowhead Regional Computing Consortium (hereinafter ARCC) and Independent School District No. **0695 CHISHOLM** (hereinafter MEMBER), outlines that:

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

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

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

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

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

- Downloading of statewide student test results from the Minnesota Department of Education and importing that data to the Infinite Campus Student Information System
- Federal E-Rate support
- Minnesota Telecom Equity Aid support

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

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

a. Selected services are:

X	Finance/Accounting - Support and Training
X	Payroll/HR – Support and Training
	Infinite Campus – Support, Training, MARSS, Ed Fi & Student Data Reporting
X	Other Student Systems – Support, Training, MARSS Reporting

- b. Invoices for the above selected services will be due and payable on:
July 1, 2021 and January 1, 2022.
- c. Additional invoices, if any, during the year will contain detail sufficient to support the invoiced amounts of project services received and forms costs.

4. The ARCC Governance board has set 2021-2022 service rates, as follows:

Membership Fee	\$3,250.00 plus \$4.25 per Adjusted Pupil Unit (APU), final prior year count
Finance/Accounting Personnel/Payroll	\$15.25 per APU, final prior year count Based on prior February 1 through January 31 usage \$55.00 per payroll processed, plus \$.35 per Check, ESS or Direct Deposit processed, plus \$11.25 per APU, final prior year count
Student Records	Campus: \$10.00 per APU, final prior year count, including \$5,550.00 minimum, plus \$.50 per APU Campus Learning (required) Other Systems: \$2,450.00 MARSS editing/reporting
Project Services	\$50.00 per hour, upon request from MEMBER (example: bank reconciliation, report writing, data conversion, etc.)

5. The ARCC Governance Board retains the right to alter the established rates for computer services on or before June 30 of any year.
6. MEMBER understands that ARCC will assist them in filing for their federal discounts on telecommunication costs through the Universal Service Administrative Company (E-rates). Due to timing of the E-rate cycle, application for 2022-2023 discounts will be made in 2021-2022.
7. This contract shall be in effect on July 1, 2021, and shall remain in effect through June 30, 2022. Services selected in this contract allow for processing and reporting of 2021-2022 activity, as well as processing and reporting of 2020-2021 activity during the contract period. If services are desired for less than the full fiscal year, the MEMBER should notify ARCC and request a copy of the part year service policy.
8. MEMBER shall neither assign nor transfer services received under this contract without prior written approval of ARCC.
9. MEMBER agrees to indemnify and save and hold ARCC harmless from any and all claims or causes of action arising out of the performance of this contract by ARCC or ARCC staff or agents. This shall not be construed to bar any legal remedies MEMBER may have for ARCC's failure to fulfill its obligation pursuant to this contract.

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

ARCC:

Meeting Date Approved: May 20, 2021

By: Jennifer Drotts, Clerk/Treasurer of Board



MEMBER:

Meeting Date Approved: _____, 2021

By: _____ [Printed Name & Title of Signer]

_____ [Signature]



Cheyenne Mikkola-Rahja <cmikkola-rahja@chisholm.k12.mn.us>

Leave of Absence

Lisa Aldrich <laldrich@chisholm.k12.mn.us>

Tue, Jun 8, 2021 at 9:06 PM

To: Bob Rahja <brahja@chisholm.k12.mn.us>, Cheyenne Mikkola-Rahja <cmikkola-rahja@chisholm.k12.mn.us>

June 8, 2021

Dear Mr. Rahja.

I am respectfully requesting a one-year professional leave of absence from my paraprofessional duties with the Chisholm Schools. This leave begins today. I have accepted another position within the Chisholm school district and outside the AFSCME unit.

I am extremely excited about this new opportunity!

Lisa E. Aldrich

AGREEMENT BETWEEN
INDEPENDENT SCHOOL DISTRICT NO. 695

AND

Lisa Aldrich

CONFIDENTIAL SUPERINTENDENT'S Administrative
Assistant

July 1, 2021 – June 30, 2022

THIS AGREEMENT, ENTERED INTO BETWEEN THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NO. 695, HEREINAFTER REFERRED TO AS THE “EMPLOYER,” AND LISA ALDRICH CONFIDENTIAL SUPERINTENDENT’S ADMINISTRATIVE ASSISTANT, HEREINAFTER REFERRED TO AS THE “EMPLOYEE.” THE EMPLOYEE IS HIRED AS AN “AT WILL” EMPLOYEE.

ARTICLE I
PURPOSE AND AGREEMENT

Section 1.

It is the intent and purpose of the parties hereto to set forth herein the basic Agreement covering rates of pay, hours of work, and selected conditions of employment to be observed by the parties hereto.

ARTICLE II
RESPONSIBILITIES OF PARTIES

Section 1.

Each of the parties of this Agreement hereby acknowledges the rights and responsibilities of the other parties and agrees to discharge its responsibilities under this Agreement.

ARTICLE III
EMPLOYMENT DATE

Section 1.

Employment date is to be determined on the basis of total length of continuous employment by the Employer. The Employee’s date of employment is June 15, 2021.

ARTICLE IV
NOTICE OF TERMINATION

Section 1. Notice of Separation

The employee must provide in letterform a 90-day notice of separation from the district. The district will delay board action for 30-days before taking formal action. The employee may withdraw their notice anytime during the 30-day period. Withdrawal Notice must be in letterform and presented to the Superintendent Office.

If the Employee fails to do so, she shall forfeit all benefits including back pay for unused vacation provided by this Agreement.

Section 2. Notice of Termination

Upon termination of employment for any cause, the Employee shall be paid for any accumulated vacation credit, including pro rata payments for periods of less than one year, unless she has failed to comply with Article IV, Section 1, or was unable to do so because of a serious emergency.

ARTICLE V
SICK LEAVE

Section 1.

The Employee shall earn sick leave at the rate of two (2) working days for each month of service, accumulative to ninety (90) working days.

Section 2.

Sick leave with pay shall be allowed by the Employer whenever the Employee's absence is found to have been due to her illness which prevented her attendance at school and performance of duties on that day or days.

The Employer may require the Employee to furnish a medical certificate from the school health officer or from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay. However the final determination as to the eligibility for payment of the Employee for sick leave is reserved to the Employer. In the event that a medical certificate will be required, the Employee will be so advised.

Sick leave allowed shall be deducted from the accrued sick leave days earned by the Employee. After the Employee has used all of her accumulated sick leave, she shall be granted a leave of

absence without pay not to exceed six (6) months without having name removed from payroll. After each six-month period has expired, the Employer shall review the case and agree as to whether any further leave shall be granted, not to exceed five (5) years and subject to a doctor's report for each six-month period. The Employee must request each leave of absence or extension in writing prior to eligibility.

Four (4) personal leave days shall be allowed for business that cannot be conducted at any other time. Personal days may be taken as either full days or half days. Seventy-two (72) hours prior request and approval of the superintendent is required. One day shall be allowed for civic duties. Superintendent approval is required. Civic duties shall be determined by the Employee and Superintendent. Civic duty days can be taken in hourly increments.

Section 3.

The Employer and the Employee agree to comply with the following Workmen's Compensation regulations. It is agreed that if the Employee of Independent School District No. 695 shall receive a compensable injury and have accrued benefits under either sick leave or vacation plan, the Employer shall pay the difference between the compensation received by the Employee and her regular monthly pay rate, same to be deducted from said accrued vacation or sick leave benefits; the School District will provide for the payments described in this section during the periods of disability. It is understood that the additional payments made to the Employee over and above that paid by Workmen's Compensation shall not exceed the amount of credits, which the Employee is entitled to from such accrued vacation or sick leave.

Section 4.

The Employer agrees to pay for the employee's physical examination, as required by the Employer.

Section 5.

The Employee, if working during Christmas Break, will be allowed to come to work at 6:00 am to work and have both Christmas Eve and New Years' Eve day off.

ARTICLE VI
DEATH OR SERIOUS ILLNESS IN A FAMILY

Section 1.

In case of serious illness or death in the immediate family, three (3) days per occurrence will be allowed. According to the necessity and the distance traveled, extra time may be granted at the discretion of the Superintendent. Immediate family shall be defined as brother, sister, daughter, son, daughter-in-law, son-in-law, father, mother, wife or husband, grandchildren, grandparents, brother-in-law and sister-in-law of either the Employee or her spouse. One day will be allowed for funerals of other close relatives - aunts, uncles, nieces, nephews and first cousins of the employee or employee's spouse. All days used will be deducted from sick leave accumulation.

ARTICLE VII
HOLIDAYS

Section 1.

The Employee shall receive the following paid holidays:

New Year's Eve	New Year's Day	Easter Monday
Labor Day	President's Day	Memorial Day
Thanksgiving Day	Good Friday	Independence Day
Christmas Day	Christmas Eve	

The Employee will be given the Friday after Thanksgiving. At such a time when Veteran's Day might become a school holiday in Chisholm, the Friday after Thanksgiving would no longer be given as a paid holiday.

Section 2.

The Employee when required to work on any of the above-mentioned holidays shall be compensated at time and one-half pay for her work that day in addition to her regular holiday pay.

Section 3.

When a paid holiday falls on the Employee's scheduled day off or during her vacation period, she shall receive an additional day's paid vacation.

Section 4.

To qualify for holiday pay for a holiday not worked, it is required that the Employee shall have worked her last scheduled work day or shift, prior to, and the first scheduled work day following the holiday, unless the Employee is absent before or after a holiday for such reasons as scheduled vacation, sick leave, jury duty or death in the immediate family.

ARTICLE VIII
VACATIONS

Section 1.

The Employee shall receive two (2) weeks of vacation annually. Vacation time shall be earned on the first day of employment.. Use of all vacation time must be approved by the Superintendent.

ARTICLE IX
HOURS OF WORK

Section 1.

The duty day is a basic eight (8) hour day, which may vary between the hours of 6:00 a.m. and 5:00 p.m. exclusive of a 30-minute lunch break.

Section 2.

Some overtime may be required and must be approved by the superintendent. It will be cash pay in accordance with this Agreement except where the Employee wishes compensatory time in lieu of pay, subject to prior approval by the Employer. The Employee must indicate this prior to working overtime. She shall file a written request at least three (3) days in advance of the period for taking such compensatory time. Compensatory time taken in lieu of overtime, and approved by the superintendent will be at one and one-half (1 1/2) times the regular hours worked and if granted either used or compensated within the fiscal year earned. Overtime is capped at 40 hrs and the balance will be paid out annually on June 30th.

Section 3.

The Confidential Superintendent's Administrative Assistant's job description and salary includes school board meetings and election duties outside of the basic 8 hour day. The employee will be compensated under Section 2.

Section 4.

In the event of the death of an employee, all severance pay, unused vacation and accumulated compensatory time not paid to the employee shall be paid to his/her beneficiary or to the estate of the employee.

ARTICLE XI
INSURANCE BENEFITS

Current District-Wide Medical Benefits

Effective September 1, 2020, Veba Medical Benefits shall be as follows:

VEBA #381
RETIREE HOSPITAL/MEDICAL BENEFITS
Effective rates as of 9/1/2020

	TOTAL	DISTRICT SHARE	EMPLOYEE SHARE
<i>Family 65-</i>	\$2614.00	\$1508.67	\$1105.33
<i>Single 65-</i>	\$1064.50	\$719.75	\$344.75
<i>Single 65+</i>	\$1064.50	\$633.75	\$430.75
<i>Single RE Dependent</i>	\$1064.50	\$565.00	\$499.50

CONSUMER HEALTH DIRECTIVE PLAN (VEBA#831): Effective September 1, 2020, the District shall pay \$719.75 toward single premiums and \$1508.67 toward family premiums of the Consumer Health Directive Plan (CHDP) #831 VEBA. Also, effective September 1, 2020, the district will contribute 65% (\$1202.50) of the single deductible and 65% (\$2405) of the family deductible.

At the September 1, 2021 renewal any premium savings or increases will be applied 50/50 to the district and employee share.

Future contributions are to be negotiated with each new contract. The District shall make two (2) bi-annual contributions into the employee's VEBA account. The District shall make the first 50% contribution by September 1st of each year and the second 50% contribution by February 1st of each year. The employee must be a policyholder in order to qualify for any district contribution toward health insurance.

The District shall also allow for hardship requests from the employee who may incur a medical/prescription bill that exceeds the balance in an individual's VEBA account. The employee will have to provide evidence of charges by submitting the EOB (explanation of benefit) statement receipt from the medical provider or pharmacy. Upon receipt of such proof, the District will take action to deposit an amount to cover the shortage or the balance of the annual contribution whichever is less. In no instance will the District contribute more than the prescribed annual allowance as stated in this section.

The District shall pay the monthly fee to administer VEBA accounts.

Section 2. Dental Insurance:

The District will provide and pay 90% of the premiums and the employee 10% of premium for the single or family dental health care program.

Section 3. Life Insurance:

The Employer will provide and pay for the premiums for a Life Insurance Program for the Employee as follows:

Basic Insurance per employee \$50,000.00

Active Employees retain the option to purchase more life insurance at her own expense as per the policy of the insurance carrier.

Section 4. Long-Term Disability Policy: 100% paid by the School District. Copy of this policy is on file in the Business Office in the Sr. High.

Section 5. Health Care Savings Plan Contribution: The district agrees to contribute to the MN State Retirement System's Health Care Savings Plan outlined under the following formula:

Continuous Yrs. Of Service	Contribution	Sick Leave Usage	Prorated on Annual
0-3 yrs.	\$0	0-8 sick days	100%
4-9 yrs.	\$500	9-13 sick days	75%
10-14 yrs.	\$1000	14-18 sick days	50%
15-19 yrs.	\$1500	19-23 sick days	25%
20-24 yrs.	\$2000	24+ days	0%
25+ yrs.	\$2500		

Sick Day exclusions: Maternity Leave, Parental Leave and Workmen's Compensation Claims. The maximum district contribution is capped at \$35,000.

The district reserves the right to determine the payment schedule.

ARTICLE XII
DURATION OF AGREEMENT

Except as otherwise provided, this Agreement shall continue in full force and effect until June 30, 2019. If a successor agreement is not reached by the termination of this Agreement, then this agreement is to remain in effect until a new agreement has been reached.

In witness whereof I have subscribed by signature this ____ day of _____, 20__.

Confidential Superintendent's Administrative Assistant

In witness whereof we have subscribed our signatures this ____ day of _____, 20__.

Chairman, Board of Education

Clerk, Board of Education

APPENDIX "B"

SALARY SCHEDULES

	<u>Annual Salary</u>
Salary	
July 1, 2021-June 30, 2022	\$40,000

(Any days worked prior to July 1 would be pro rata - per board approval)



Insurance & Risk Management Proposal for Chisholm ISD #695



EFFECTIVE DATE: 7/1/2021

PRESENTED BY: Bruce D. Vaaler | Schools and Universities Division

OUR MISSION

To always act in our client's best interest while providing insurance and risk management products and services with professionalism, honesty, integrity, and enthusiasm.

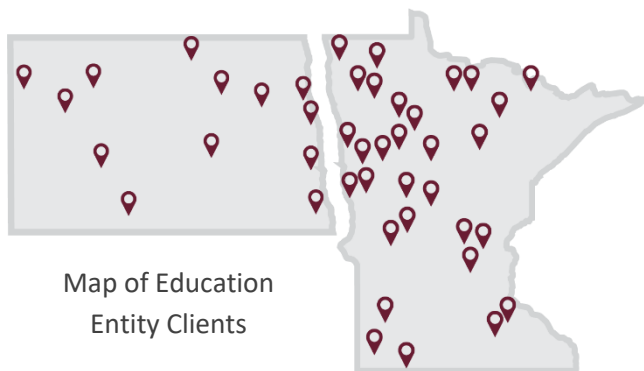
ABOUT VAALER INSURANCE/SCHOOLS & UNIVERSITIES DIVISION

Vaaler Insurance, Inc., combines over 70 years of experience with custom insurance and risk management services developed to provide exceptional service and value to our clients. Founded in 1947 and headquartered in Grand Forks, ND, Vaaler Insurance is one of the largest privately-owned independent insurance agencies in the Upper Midwest with \$85,000,000 in annual premiums and more than 5,000 clients. We provide consultative risk management and insurance services to many of the largest and most sophisticated businesses in our region. We have over 80 employees in Grand Forks, Fargo and Bismarck, North Dakota, and Fosston, Minnesota locations.



Vaaler Insurance Schools & Universities Division has over 35 public school districts and universities as clients. Our schools and universities team is known in the education industry for their knowledge, experience, and professionalism.

Vaaler Insurance Schools & Universities division understands how challenging it can be to cover hazards involved with educating today's youth and young adults. That is why our team is made up of insurance and risk advisors who are trained to assist your educational institution with this critical job. Our team of risk advisors will create an insurance program that will keep your educational institution in-sync with today's ever-changing schools & universities environment.



✓ EXPERIENCE THAT GIVES YOU PEACE OF MIND

If it happens in the education world, we have seen it before. That helps you feel secure, no matter what circumstances you face. We have proven time and again that our knowledge, resources, and innovation allow us to recognize and respond quickly to changes in the insurance market, bringing focused and creative solutions to each of our school district and higher education clients.

✓ KNOWLEDGE TO HELP YOU MAKE THE RIGHT CHOICES

The Vaaler Schools & Universities Division has a service team that understands the complex operation of educational institutions. This is all we do, every day!

✓ LOSS PREVENTION SERVICES

Vaaler provides complementary loss prevention services to our clients. These include loss control reviews, long-term workforce loss control and safety campaigns, risk transfer document reviews, and maximization of safety credits.

THE VAALER EDGE

At Vaaler Insurance our clients are not just a number to us, but rather every client is very important to our organization and we want our clients to feel the same way about us. Our mission is to always act in our client's best interest while providing insurance and risk management services with professionalism, honesty, integrity, and enthusiasm.

To differentiate ourselves from other brokers, Vaaler Insurance has established **The Vaaler Edge**. The Vaaler Edge consists of key areas that bring partnership value to our clients. Each area is an integral part of the insurance and risk management process.

- ✓ Industry Specialization
- ✓ Client Partnership
- ✓ Client Risk Transfer Strategy & Total Cost of Risk
- ✓ Loss Prevention/Risk Management
- ✓ Leveraging Insurance Company Relationships
- ✓ Creating Competition Among Insurance Companies
- ✓ Accountability and Communication
- ✓ Winning for the Client



Utilizing the core functions of **The Vaaler Edge** establishes an insurance and risk management advantage that creates value for each client. Our first objective is to always partner each client with an Insurance & Risk Advisor that has **Industry Specialization** in the niche of the client. Once the appropriate team is assembled, it leads us into **Client Partnership**, **Client Risk Transfer Strategy**, and **Total Cost of Risk** with our client. By establishing and understanding each client's strategy for risk tolerance and identifying their total cost of risk, our team of Insurance & Risk Advisors are then able to partner with the client in creating an insurance program that best fits their needs.

Upon identifying and creating the desired insurance program, **Loss Prevention** resources and **Risk Management** techniques will be utilized to either create risk avoidance or implement the proper risk transfer method. Our Insurance & Risk Advisors will then create a submission to **Leverage Insurance Company Relationships** and **Create Competition Among Insurance Companies** for the most desirable coverages, terms, and premiums on behalf of the client.

Through the entire insurance process, our Insurance & Risk Advisors will maintain **Accountability** and provide clear channels of **Communication** with the client. When we finalize **The Vaaler Edge** process, we will be accomplishing the most important task, **Winning for the Client**.

MREA Partnership with Vaaler Insurance

SCHOOLS & UNIVERSITIES DIVISION

ST. CLOUD, MINNESOTA – The Minnesota Rural Education Association (MREA) is pleased to announce that as of February 9, 2021, it has renewed its partnership with **Vaaler Insurance Schools & Universities Division** as their recommended property, casualty, and workers compensation insurance firm for MREA members.

Vaaler Insurance’s Schools & Universities Division combines over 50 years of experience with custom insurance and risk management products developed to provide exceptional value to their school district & higher education clients. With offices across Minnesota and North Dakota, Vaaler Insurance is one of the largest privately-owned independent insurance agencies in the Upper Midwest.

“The partnership with MREA is an excellent fit for us,” said Casey Holland, Schools & Universities Division Manager for Vaaler Insurance. *“It is important that Greater Minnesota school districts and higher education institutions have an insurance advisor they can rely on, and that can also provide access to the top companies insuring educational institutions in Minnesota today.”*

Minnesota Rural Education Association Executive Director, Bob Indihar, states, *“By partnering with Vaaler’s Schools & Universities Division, we believe this gives all MREA members access to highly regarded insurance professionals that can bring value to our members.”*

The Minnesota Rural Education Association advocates exclusively for Greater Minnesota School districts by putting learners first, supporting legislation that achieves education equity & accountability, and encouraging collaboration to meet the needs of learners and communities.

For more information regarding the insurance services and products offered by Vaaler Insurance Schools & Universities Division, contact **Division Manager, Casey Holland** (cholland@vaaler.com or 800-553-4291) or **MREA Executive Director, Bob Indihar** (info@mreavoices.org or 833-668-6423).

FEATURED COVERAGES PROVIDED BY VAALER INSURANCE:

- Blanket Property Coverage
- Sexual Abuse & Molestation
- Educators Legal Liability
- Flood & Earthquake
- Crime Insurance
- Auto Insurance
- Equipment Breakdown
- Umbrella/Excess Liability
- Audio Visual Equipment
- Musical Instruments & Uniforms
- Grounds Maintenance Equipment
- Cyber Insurance
- Tenant User Liability Insurance
- Student Accident Insurance
- International Travel Insurance
- Worker Compensation Insurance



MEET YOUR TEAM



Bruce Vaaler

CPCU
CEO | President
Senior Insurance & Risk Advisor

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☎ 701.787.3222



Heidi Cash

Account Manager

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Sarah Atkinson

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Rick Lawrence

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Senior Coverage Analyst

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Eric Ness

MEHS, ARM, CWCA
Senior Loss Control Specialist

✉ ENess@vaaler.com
☎ 763.202.5732

Coverages	7/1/20 - 7/1/21		7/1/21 - 7/1/22	
	School Program		School Program	
	Limit/Exposure	Premium	Limit/Exposure	Premium
Property Insurance	Liberty Mutual Ins.	\$62,216.43	Liberty Mutual Ins.	\$71,023.00
Blanket Limit - Buildings & Business Personal Property	\$67,180,445		\$66,415,737	
- See Attached Statement of Values				
-Deductible	\$5,000		\$5,000	
Replacement Cost - Special Peril	Yes		Yes	
Loss of Income	\$2,000,000		\$2,000,000	
Extra Expense	Included Above		Included Above	
Building Ordinance or Law				
-Coverage A - Loss to Undamaged Portion of Building	Building Limit		\$1,000,000	
-Coverage B - Demolition Costs	\$1,000,000		\$1,000,000	
-Coverage C - Increased Cost of Construction	\$1,000,000		\$1,000,000	
Equipment Breakdown Coverage	Included Above		Included Above	
Property Off Premises	\$100,000		\$50,000	
Property In Transit	\$100,000		\$50,000	
School Property Enhancement Endorsement	Included		Included	
General Liability Insurance	Liberty Mutual Ins.	\$15,282.00	Liberty Mutual Ins.	\$13,129.00
General Aggregate Limit	\$2,000,000		\$2,000,000	
Products-Completed Operations Aggregate Limit	\$2,000,000		\$2,000,000	
Personal & Advertising Injury Aggregate Limit	\$1,000,000		\$1,000,000	
Each Occurrence Limit	\$1,000,000		\$1,000,000	
Damages to Premises Rented to You	\$500,000		\$500,000	
Medical Expenses	\$15,000		\$15,000	
Student Medical Expense	Excluded		Excluded	
Sexual Misconduct Liability Each Loss / Aggregate Limit	\$1,000,000		\$1,000,000	
-Deductible	\$5,000		\$5,000	
Employee Benefits Liability - Claims Made	\$1,000,000		\$1,000,000	
Employee Benefits Liability Aggregate	\$3,000,000		\$3,000,000	
-Deductible	\$1,000		\$1,000	
Employee Benefit Retroactive Date	7/1/2009		7/1/2009	
Adverse/Violent Event Response Coverage - Aggregate	\$300,000		\$300,000	
Law Enforcement Liability (Separate coverage)	\$1,000,000		\$1,000,000	
-Deductible (Retroactive Date: 7/1/2020)	\$0		\$1,000	
School Leaders Errors & Omissions Liability		Included in GL Above		\$3,563.00
School Leaders Errors & Omissions Retroactive Date	7/1/1986		7/1/1986	
Each Wrongful Act Limit / Aggregate Limit	\$1K/\$2,000,000		\$1K/\$2,000,000	
-Deductible	\$2,500		\$2,500	
Non-Monetary Defense Limit	\$100,000		\$100,000	
-Deductible	\$2,500		\$2,500	
Inland Marine Insurance (Mobile Equipment)	Liberty Mutual Ins.	\$4,873.00	Liberty Mutual Ins.	\$4,873.00
Buildings & Grounds	\$97,023		\$97,000	
Athletic Equipment	\$260,000		\$260,000	
Musical Instruments	\$105,000		\$105,000	
Electronic Data Processing Equipment - Included Software	\$492,000		\$492,000	
Portable Computers	\$123,000		\$123,000	
Audio Visual Equipment	\$221,240		\$221,240	
- Deductible All Equipment shown directly above	\$500		\$500	
Fine Arts-Actual Cash Value	\$100,000		\$100,000	
-Deductible	\$1,000		\$1,000	

Coverages	7/1/20 - 7/1/21		7/1/21 - 7/1/22	
	School Program		School Program	
	Limit/Exposure	Premium	Limit/Exposure	Premium
Crime Insurance Coverages	Liberty Mutual Ins.	\$3,490.00	Liberty Mutual Ins.	\$4,453.00
Employee Dishonesty	\$500,000		\$500,000	
Forgery & Alteration	\$100,000		\$100,000	
Money & Securities- Inside & Outside Premises	\$50,000		\$50,000	
Computer Fraud (2021 - Funds Transfer Fraud Combined Limit)	\$100,000		\$200,000	
-Deductible	\$500		\$500	
Funds Transfer Fraud	\$100,000		Included above	
-Deductible (All Above Crime limits)	\$500		\$500	

Auto Insurance Coverages	Liberty Mutual Ins.	\$12,892.00	Liberty Mutual Ins.	\$14,775.00
Combined Liability Limit - Bodily Injury / Property Damage	\$1,000,000		\$1,000,000	
Personal Injury Protection	Statutory		Statutory	
Uninsured & Underinsured Motorist Coverage	\$1,000,000		\$1,000,000	
Hired & Non-Owned Liability Insurance	Included		Included	
Comprehensive & Collision Physical Damage Deductibles	See Schedule		\$500/\$500	
Glass Coverage	Repair Only		Repair Only	
Garagekeepers Liability Coverage	75,000		\$75,000	
- Deductible	\$500/\$2500		\$500/\$2500	
Replacement Cost - Buses 5 Plus years or newer	Included		Included	

Umbrella Insurance	Liberty Mutual Ins.	\$3,613.00	Liberty Mutual Ins.	\$4,036.00
Per Occurrence Limit	\$3,000,000		\$3,000,000	
Aggregate Limit	\$3,000,000		\$3,000,000	
Underlying Primary Coverage included below:				
General Liability, Educators Legal Liability, Auto Liability & Employers Liability				

Volunteer Accident (Limited) Medical Insurance	Philadelphia Indemnity	Not applicable	Philadelphia Indemnity	Available Upon Request
Accident Medical Expense / Maximum Benefit - Zero Deductible	\$100,000	Not applicable	\$100,000	Not applicable
Accidental Death-Dismemberment-Paralysis	\$25K/\$50K/\$50K	Not applicable	\$25K/\$50K/\$50K	Not applicable

Cyber Liability Insurance	Lloyds of London	\$3,503.36	Lloyds of London	\$4,508.00
Cyber Liability Insurance*	\$1,000,000		\$1,000,000	
-Deductible	\$2,500		\$2,500	
*Specific Sublimits may apply				

Workers Compensation Insurance	SFM Select Insurance	\$62,231.00	SFM Select Insurance	\$52,318.00
Experience Modification Factor	0.84		0.67	
Employers Liability	\$500,000		\$500,000	
Payroll - 8868 - School Professional Employees	\$4,600,000		\$4,700,000	
Payroll - 9101 - School All Other Employees	\$763,000		\$780,000	
Payroll - 8385 - Garage Mechanics	\$48,000		\$50,000	
Payroll - 7382 - Bus Drivers	\$109,000		\$115,000	
Board Member payrolls not included above or in coverage				
TOTAL ANNUAL PREMIUM		\$168,100.79		\$172,678.00

Optional Quotes
Umbrella Limit - Limit to \$4,000,000. - Additional Premium \$4,856.
Cyber Liability Limit - \$2,000,000- Additional Premium of \$1,828.96
Violent Event Response - Limit to \$500,000- Additional Premium \$647.; Increase limit to \$1,000,000- Additional Premium \$999.
Group Volunteer Accident - Limited Medical; Estimated premium: \$300. Application completed and reviewed.

Terrorism Included in Liberty Mutual Premiums, but coverage can be declined with return premium. If declining coverage, form will need to be signed.
Terrorism is Included at no additional premium on Cyber Liability Policy, but terrorism form will need to be signed
Required to Bind:
Re-Signed Cyber Application within 30 days of binding
Terrorism Forms (2 Separate forms: Liberty Mutual and Lloyds of London)
Signed Liberty Mutual Statement of Values
38

Higher liability limits may be available. Please let us know if you would like a quote for higher limits

STATEMENT OF INSURED PROPERTY VALUES

Effective 7/1/2021 to 7/1/2022

THIS DOCUMENT PROVIDES A SUMMARY OF YOUR INSURED PROPERTY VALUES. PLEASE REVIEW THE LOCATIONS AND VALUES LISTED BELOW. INDICATE ON THIS DOCUMENT IF ANY CORRECTIONS, ADDITIONS, OR DELETIONS NEED TO BE MADE. PLEASE SIGN, DATE, AND RETURN THE FORM TO OUR OFFICE BY 3/22/2021.

Updated Building and Business Personal Property Values for the renewal term.

LOC 0 – BLDG 0:450208000

Blanket-all school owned premises listed below:
Chisholm MN 55719

Subjects of Insurance	Limits	Valuation	Changes
Blanket-Building & Personal Property	\$66,415,737.		
Business Income with Extra Expense and Rental Value	\$2,000,000		

LOC 1 – BLDG 1: Chisholm Elementary (Main School)

300 SW Third Ave
Chisholm MN 55719

Subjects of Insurance	Limits	Valuation	Changes
Building	\$15,942,750.	Replacement Cost	
Business Personal Property	\$2,534,500.	Replacement Cost	

LOC 1 – BLDG 2: Boiler Room & Greenhouse (Addition)

300 SW Third Ave
Chisholm MN 55719

Subjects of Insurance	Limits	Valuation	Changes
Building	\$1,194,200.	Replacement Cost	
Business Personal Property	\$191,100.	Replacement Cost	

LOC 1 – BLDG 3: Carpenter Shop/Storage Garage

300 SW Third Ave
Chisholm MN 55719

Subjects of Insurance	Limits	Valuation	Changes
Building	\$450,000	Replacement Cost	
Business Personal Property	\$50,000.	Replacement Cost	

LOC 1 – BLDG 4: PIO-Paving/Flag Pole

300 SW Third Ave
Chisholm MN 55719

Subjects of Insurance	Limits	Valuation	Changes
Property In The Open	\$208,000	Replacement Cost	

LOC 2 – BLDG 1: Sr & Jr High /Auditorium/Gym

301 4th St SW
Chisholm MN 55719

Subjects of Insurance	Limits	Valuation	Changes
Building	\$27,585,500.	Replacement Cost	
Business Personal Property	\$4,409,102.	Replacement Cost	

LOC 2 – BLDG 2: Statue
301 4th St SW
Chisholm MN 55719

Subjects of Insurance	Limits	Valuation	Changes
Property In The Open	\$53,560	Replacement Cost	

LOC 3 – BLDG 1: Vaughan Steffensrud Elementary
1000 First Ave NE
Chisholm MN 55719

Subjects of Insurance	Limits	Valuation	Changes
Building	\$10,407,000.	Replacement Cost	
Business Personal Property	\$1,640,000.	Replacement Cost	

LOC 3 – BLDG 2: PIO-Playground Equipment
1000 First Ave NE
Chisholm MN 55719

Subjects of Insurance	Limits	Valuation	Changes
Property In The Open	\$312,000	Replacement Cost	

LOC 4 – BLDG 1: Bus Garage
409 Second Ave SW
Chisholm MN 55719

Subjects of Insurance	Limits	Valuation	Changes
Building	\$1,130,625	Replacement Cost	
Business Personal Property	\$180,900.	Replacement Cost	

LOC 5 – BLDG 1: Field House
First St NW
Chisholm MN 55719

Subjects of Insurance	Limits	Valuation	Changes
Business Personal Property	\$126,500.	Replacement Cost	

DISCLAIMER: THE LOCATION INFORMATION AND VALUES WERE REVIEW AND UPDATED IN 2021 BY YOU AND SHOULD BE CAREFULLY REVIEWED AND/OR APPRAISED TO ENSURE THEY ARE ADEQUATE TO MEET YOUR COINSURANCE PROVISION.

Signature of Authorized Representative

Date

SCHEDULED EQUIPMENT FLOATER

THIS DOCUMENT PROVIDES A LIST OF YOUR INSURED INLAND MARINE & EQUIPMENT FLOATER ITEMS. INDICATE ON THIS DOCUMENT IF ANY CORRECTIONS, ADDITIONS OR DELETIONS NEED TO BE MADE. IF THE VALUE OF AN ITEM HAS DECREASED OR INCREASED, MAKE THOSE ADJUSTMENTS ON THIS DOCUMENT. PLEASE SIGN, DATE, AND RETURN THE FORM TO OUR OFFICE BY 7/1/2021.

DESCRIPTION OF ITEM	SERIAL NUMBER	ACTUAL CASH VALUE
2013 Lawn Tractor (Building/Grounds Equipment)	Need Serial number	25,000
2004 Lawn Tractor/Broom/Snowblower (Building/Grounds Equipment)	117916	23,573
Audio Visual Equipment (Misc.Articles)		221,240
Athletic Equipment		260,000
EDP equipment (\$492,000) Incl Software		492,000
Musical Instruments Incl Band Uniforms		210,000
Fine Arts		100,000
Portable Computers		123,000
Kubota Tractor w/ loader & bucket (Building/Grounds Equipment)	KBUMFCDCVK8J82737	48,450

ACV = Actual Cash Value = is the cost to repair or replace damaged property, minus depreciation; or damaged property's fair market value.

RC = Replacement Cost = is the cost to repair or replace damaged property with like kind and quality without any deduction for depreciation.

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE

VEHICLE SCHEDULE

VEH #	YEAR	MAKE/MODEL	VIN NUMBER	GARAGED LOCATION	COMP DED	COLL DED
1	2003	Chevrolet Suburban	1GNEC16Z73J258823	Chisholm, MN	\$500	\$500
2	2008	Chevrolet Suburban	3GNFC16088G144960	Chisholm, MN	\$500	\$500
3	2001	Dodge Ram	3B6MF36591M575110	Chisholm, MN	\$500	\$500
4	2012	Chevrolet Suburban	1GN5C5E09CR167633	Chisholm, MN	\$500	\$500
5	2015	Dodge Van Grand Caravan	2C4RDGBG3FR623870	Chisholm, MN	\$500	\$500
6	2010	Ford F250	1FTNF2B59AEB11417	Chisolm, MN	\$500	\$500
7	1999	Ford Van	1FTRE1424XHA05188	Chisholm, MN	\$500	\$500
8	2010	IC Bus Bus	4DRBUAAP4AB182091	Chisholm, MN	\$500	\$500
9	2015	IC Bus Bus	4DRBUAAP8FB037885	Chisholm, MN	\$500	\$500
10	2015	IC Bus Bus	4DRBUAAP1FB037887	Chisholm, MN	\$500	\$500
11	2007	International Bus	4DRBUAAP77B458093	Chisholm, MN	\$500	\$500
12	2019	IC BUS CE 71 Pass	4DRBUC8P1KB562251	Chisholm, MN	\$500	\$500
13	2011	International Bus	4DRBUAAP6CB421093	Chisholm, MN	\$500	\$500
14	2018	Ram Pro-master Wind Handicap & Lift	3C7WRVPG4JE137647	Chisholm, MN	\$500	\$500
15	2012	United Trailer	48BTE0818DA129525	Chisholm, MN	\$500	\$500
16	2020	IC CE Bus 71 Passenger	4DRBUC8P4LB563248	Chisholm, MN	\$500	\$500
17	2019	IC BUS CE 71 Pass	4DRBUC8P3KB562252	Chisholm, MN	\$500	\$500
18	2020	Dodge Grand Caravan	2C4RDGBGBLR215196	Chisholm, MN	\$500	\$500
19	2020	Ford Transit Van	1FMZK2Y80LKA49730	Chisholm, MN	\$500	\$500
20	2021	IC BUS CE 71 Pass	4DRBUC8P2MB868023	Chisholm, MN	\$500	\$500

DISCLAIMER

GENERAL OUTLINE—NOT AN INSURANCE POLICY

This document is **NOT** a policy of insurance. You must refer to the actual policies for any specific terms, conditions, limitations, and exclusions that will govern in the event of a loss. If there are any conflicts between this document and the insurance policy, the provisions contained in the policy will govern.

The contents of this document reflect a general outline of coverage proposed by Vaaler Insurance; it is not a legal contract. All coverage is subject to the terms, conditions, exclusions, and limitations in the policies themselves. *Not all exclusions are shown.* It is necessary to refer to your policies for a full understanding of all terms, conditions, coverages, and exclusions. Specimen copies of these policies are available for your view prior to the binding of coverage—Please request any policy form you are interested in reviewing prior to binding.

Remember: To bind coverage, you must speak directly to a licensed employee of Vaaler Insurance.

EXPOSURE EVALUATION

In evaluating your exposures to loss as well as the rates included, we have depended upon information provided by you. If there are other areas that need to be evaluated prior to binding coverage, please bring these to our attention. Should any of your exposures change after your coverage is bound, such as new operations, hiring employees in additional states, buying more property, etc., please let us know so proper coverage can be discussed.

HIGHER LIMITS & VALUATION

Higher limits may be available upon request—please let us know if you would like a quote for higher limits. Let us know if you would like assistance with your determination of values you decide to insure. However, it is ultimately your responsibility to decide on your limits of insurance and the values we use are provided by you—you should carefully review the values used and/or obtain appraisals to ensure they are adequate.

LEASE & CONTRACT REVIEWS

In the course of your business you may sign leases, contracts, and other agreements which transfer financial obligations to you. If you have provided our agency with a contract, lease, or other agreement, we can review and comment on only the insurance-related portions. It is suggested that you have an attorney review these so that you can let us know what changes are necessary in your insurance program in order to properly treat these exposures.

CLAIMS

Claims or potential claims need to be reported to Vaaler Insurance by the next business day. Failure to report claims in a timely manner may, in some cases, jeopardize coverage.

If you experience a claim after business hours, please call or text 218.779.2542 or email nsporberty@vaaler.com.

AM BEST RATING

COVERAGE	CARRIER	AM BEST RATING
Package-Auto-Educators Legal-Umbrella	Liberty Mutual Insurance Co	A
Workers Compensation	SFM Insurance Co	A
Cyber Liability	Underwriters @ Lloyds, London	Not AM Best Rated

(A Best’s Financial Strength Rating (FSR) is an independent opinion of the insurer’s financial strength and ability to meet its ongoing insurance policy and contract obligations)

GUIDE TO AM BEST'S FINANCIAL STRENGTH RATINGS – (FSR)

A Best's Financial Strength Rating (FSR) is an independent opinion of an insurer's financial strength and ability to meet its ongoing insurance policy and contract obligations. An FSR is not assigned to the specific insurance policies or contracts and does not address any other risk, including, but not limited to, an insurer's claims-payment policies or procedures; the ability of the insurer to dispute or deny claims payment on grounds of misrepresentation or fraud; or any specific liability contractually borne by the policy or contract holder. An FSR is not a recommendation to purchase, hold, or terminate any insurance policy, contract, or any other financial obligation issued by an insurer, nor does it address the suitability of any particular policy or contract for a specific purpose or purchaser. In addition, an FSR may be displayed with a rating identifier, modifier, or affiliation code that denotes a unique aspect of the opinion.

AM Best's Financial Strength Rating (FSR) Scale

Rating Categories	Rating Symbols	Rating Notches*	Category Definitions
Superior	A+	A++	Assigned to insurance companies that have, in AM Best's opinion, a superior ability to meet their ongoing insurance obligations.
Excellent	A	A-	Assigned to insurance companies that have, in AM Best's opinion, an excellent ability to meet their ongoing insurance obligations.
Good	B+	B++	Assigned to insurance companies that have, in AM Best's opinion, a good ability to meet their ongoing insurance obligations.
Fair	B	B-	Assigned to insurance companies that have, in AM Best's opinion, a fair ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
Marginal	C+	C++	Assigned to insurance companies that have, in AM Best's opinion, a marginal ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
Weak	C	C-	Assigned to insurance companies that have, in AM Best's opinion, a weak ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
Poor	D	-	Assigned to insurance companies that have, in AM Best's opinion, a poor ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.

* Each Best's Financial Strength Rating Category from "A+" to "C" includes a Rating Notch to reflect a gradation of financial strength within the category. A Rating Notch is expressed with either a second plus "+" or a minus "-".

Financial Strength Non-Rating Designations

Designation Symbols	Designation Definitions
E	Status assigned to insurers that are publicly placed via court order into conservation or rehabilitation, or the international equivalent, or in the absence of a court order, clear regulatory action has been taken to delay or otherwise limit policyholder payments.
F	Status assigned to insurers that are publicly placed via court order into liquidation after a finding of insolvency, or the international equivalent.
S	Status assigned to rated insurance companies to suspend the outstanding FSR when sudden and significant events impact operations and rating implications cannot be evaluated due to a lack of timely or adequate information; or in cases where continued maintenance of the previously published rating opinion is in violation of evolving regulatory requirements.
NR	Status assigned to insurance companies that are not rated; may include previously rated insurance companies or insurance companies that have never been rated by AM Best.

Rating Disclosure – Use & Limitations

A Best's Credit Rating (BCR) is a forward-looking independent and objective opinion regarding an insurer's, issuer's, or financial obligation's relative creditworthiness. The opinion represents a comprehensive analysis consisting of a quantitative and qualitative evaluation of balance sheet strength, operating performance, business profile, and enterprise risk management or, where appropriate, the specific nature and details of a security. Because a BCR is a forward-looking opinion as of the date it is released, it cannot be considered as a fact or guarantee of future credit quality and therefore cannot be described as accurate or inaccurate. A BCR is a relative measure of risk that implies credit quality and is assigned using a scale with a defined population of categories and notches. Entities or obligations assigned the same BCR symbol developed using the same scale, should not be viewed as completely identical in terms of credit quality. Alternatively, they are alike in category (or notches within a category), but given there is a prescribed progression of categories (and notches) used in assigning the ratings of a much larger population of entities or obligations, the categories (notches) cannot mirror the precise subtleties of risk that are inherent within similarly rated entities or obligations. While a BCR reflects the opinion of AM Best Rating Services, Inc. (AM Best) of relative creditworthiness, it is not an indicator or predictor of defined impairment or default probability with respect to any specific insurer, issuer, or financial obligation. A BCR is not investment advice, nor should it be construed as a consulting or advisory service, as such; it is not intended to be utilized as a recommendation to purchase, hold, or terminate any insurance policy, contract, security, or any other financial obligation, nor does it address the suitability of any particular policy or contract for a specific purpose or purchaser. Users of a BCR should not rely on it in making any investment decision; however, if used, the BCR must be considered as only one factor. Users must make their own evaluation of each investment decision. A BCR opinion is provided on an "as is" basis without any expressed or implied warranty. In addition, the BCR may be changed, suspended, or withdrawn at any time for any reason at the sole discretion of AM Best.

For the most current version, visit [Guide to Best's Credit Ratings](#). BCRs are distributed via the AM Best website at www.ambest.com. For additional information regarding the development of a BCR and other rating-related information and definitions, including outlooks, modifiers, identifiers and affiliation codes, please refer to the report titled "[Guide to Best's Credit Ratings](#)" available at no charge on the AM Best website. BCRs are proprietary to AM Best Company, Inc. and may not be reproduced without permission.

Based on information contained in *Version 121719 of the AM Best Company, Inc.'s Guide to Best's Financial Strength Ratings (FSR)*.

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Adopt 2021-2022 (FY 22) Budget June 14, 2021				
FUND	REVENUE	EXPENDITURE	-OVER/+UNDER	
(1) GENERAL	\$8,989,931.00	\$9,342,108.00	-\$352,177.00	
(2) FOOD SERVICE	\$296,584.00	\$296,435.00	\$149.00	
(3) PUPIL TRANSPORTATION	\$315,050.00	\$247,635.00	\$67,415.00	
(4) COMMUNITY SERVICE	\$199,385.00	\$172,143.00	\$27,242.00	
(5) CAPITAL EXPENDITURES	\$521,524.00	\$602,427.00	-\$80,903.00	
(6) BUILDING CONSTRUCTION	\$0.00	\$286,781.00	-\$286,781.00	
(7) DEBT SERVICE	\$286,545.00	\$295,631.00	-\$9,086.00	
(9) TRUST FUND	\$0.00	\$0.00	\$0.00	
(11) STUDENT ACTIVITY	\$0.00	\$0.00	\$0.00	
(18) SCHOLARSHIPS	\$6,000.00	\$6,000.00	\$0.00	
(45) OPEB IRREVOCABLE TRUST	\$150,000.00	\$281,734.00	-\$131,734.00	
(47) OPEB DEBT SERVICE	\$760,218.00	\$738,509.00	\$21,709.00	
Totals	\$11,525,237.00	\$12,269,403.00	-\$744,166.00	
General Education Aid Increase = 0%				
Reflects student count of 662				
CARES Act Allocation = only reflects IT Director				
Food service = reflects pricing increase				
Transportation = decrease due to fuel purchase prior year				
Revised 2020-2021 Budget March 22, 2021				
FUND	REVENUE	EXPENDITURE	-OVER/+UNDER	
(1) GENERAL	\$9,223,795.00	\$9,373,979.00	-\$150,184.00	
(2) FOOD SERVICE	\$290,233.00	\$290,233.00	\$0.00	
(3) PUPIL TRANSPORTATION	\$345,385.00	\$313,085.00	\$32,300.00	
(4) COMMUNITY SERVICE	\$207,217.00	\$175,479.00	\$31,738.00	
(5) CAPITAL EXPENDITURES	\$631,514.00	\$985,682.00	-\$354,168.00	
(6) BUILDING CONSTRUCTION	\$0.00	\$75,000.00	-\$75,000.00	
(7) DEBT SERVICE	\$822,819.00	\$813,681.00	\$9,138.00	
(9) TRUST FUND	\$0.00	\$0.00	\$0.00	
(11) STUDENT ACTIVITY	\$0.00	\$0.00	\$0.00	
(18) SCHOLARSHIPS	\$0.00	\$0.00	\$0.00	
(45) OPEB IRREVOCABLE TRUST	\$60,000.00	\$285,820.00	-\$225,820.00	
(47) OPEB DEBT SERVICE	\$496,238.00	\$495,948.00	\$290.00	
Totals	\$12,077,201.00	\$12,808,907.00	-\$731,706.00	



Education Identity and Access Management Board Resolution

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOWA) for each local educational agency that uses the Education Identity Access Management (EDIAM) system. The IOWA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOWA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOWA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local educational agency or organization (typically the superintendent or director) is designated as the IOWA. If the local educational agency or organization assigns this role to more than one person, identify each designated person in this board resolution.

NOTE: Please complete the following board resolution language using your organization's letterhead.

Designation of the Identified Official with Authority for Education Identity Access Management

Organization Name: Chisholm Public School District #695

6-Digit or 9-Digit Organization Number (e.g., 1234-01 or 1234-01-000): _____

The Director recommends the Board authorize the below named individual(s) to act as the Identified Official with Authority (IOWA) for this organization:

Print Name: Mr. Adrian Norman

Title: Superintendent

Board Member Signature:

Name: _____

Date: _____

Once the EDIAM Board Resolution is completed, scan and send it to: useraccess.mde@state.mn.us

TOC REPORT
5/1/21-5/31/21

	DAYS	AMOUNT
CERTIFIED		\$119.70
S/L	59 \$	7,062.30
PERSONAL LEAVE	28 \$	1,330.00
1/2 pd PL Deduct		\$ 665.00
OTHER	21 \$	2,513.70
TOTAL	108	\$ 10,906.00

	DAYS	AMOUNT
PARA PROF		\$81.90
S/L	77.5 \$	6,347.25
ALL OTHER	34 \$	2,784.60
TOTAL		\$ 9,131.85

	DAYS	AMOUNT
SECRETARY		\$100.80
S/L	6 \$	604.80
ALL OTHER	2 \$	201.60
TOTAL	8	\$ 806.40

TOTAL \$ **20,844.25**

RUNNING TOTALS

August	\$1,008.00
September	\$4,901.33
October	\$12,385.65
November	\$14,839.58
December	\$3,351.60
January	\$2,712.15
February	\$6,897.35
March	\$14,977.90
April	\$13,675.10
May	\$20,844.25