

Chisholm School District School Board Meeting Agenda

Monday, February 14, 2022 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. Reports

A. Superintendent's Report 5

Attachments:

Moderization Enablement strategy 5

SCHOOLGY INFO 7

High Reliability Schools 8

1.

- Marzano High-Reliability Schools survey update
- Schoology update in your documents
- Lindenwood survey went out to teachers for PD interest
- ISD 695 Strategies document for your review
- Check-N-Connect coordinator update

2.

VI. Consent Agenda	
A. Motion to Approve Consent Agenda	10
A. Travis Vake, board approved three-year LOA 4/1/2020. Returning for the 2022/2023 school year. Letter on file in HR dated November 30, 2021.	
B. Payrolls for the month of January - \$584,194.441 Accounts payable for the month of January - \$387,033.35	
C. Minutes of the January 24, 2022, Regular Meeting.	
Attachments:	
January Payroll	10
January AP	11
2022	18
VII. Action Agenda	
A. Motion to approve the posting, Job #190, 1.0 FTE HS Social Studies, Activities Director and Technology support, effective February 14, 2022.	23
Attachments:	
JOB #190 INTERNAL TEACHER POSTING	23
B. Motion to accept the resignation of Keith Spicer, Bus Driver/Custodian Chisholm Elementary, effective February 15, 2022.	24
Attachments:	
K. Spicer Resignation	24
C. Motion to approve the posting, Job #192, Custodian/Bus Driver, Chisholm Elementary afternoon shift, effective February 2, 2022.	25
Attachments:	
Job #192 Custodian/Bus driver	25
D. Motion to approve the hiring, Gena Sleen, para-Professional, Chisholm Elementary, effective February 11, 2022. Time of hire:	26
Attachments:	
Para Hires 2/14/2022	26
E. Motion to approve the hiring, Katrina Hanson, Para-Professional, Chisholm Elementary, effective February 14, 2022. Time of hire:	27
Attachments:	
Para Hires 2/14/22	27
F. Motion to approve the hiring, Lakota Weiland, 26-hour Para-Professional, Headstart, effective February 14, 2022. Time of hire:	28
Attachments:	

Para hires 2/14/2022	28
G. Motion to approve the hiring, Adam Nori, Para-Professional, Vaughan Steffensrud, effective February 14, 2022. Time of hire:	29
Attachments:	
Para hire 2/14/2022	29
H. Motion to accept the resignation of Katriina Swalby, Speech coach, effective February 8, 2021.	30
Attachments:	
K.Swalby resignation from Speech	30
I. Motion to approve the lane change of Nico Stish, from Lane B to Lane C effective February 7, 2022.	
J. Motion to approve the Lane Change of Jessica Rice from Lane B to Lane C effective February 7, 2022.	
K. Motion to approve the Lane Change of Tara Anderson from Lane B to Lane C effective February 7, 2022.	
L. Motion to accept the resignation of Clarice Sever as a Director of the ISD No. 695 Board of Education effective February 14, 2022.	31
Attachments:	
C. SEVER Resignation	31
M. Motion to approve payment of \$6,883.10 to United Truck Body Co. Inc. for snowplow and assembly.	32
Attachments:	
United Truck Body Invoice	32
N. Motion to approve the consultant agreement between Costin Group Minnesota, Inc. and Chisholm Public Schools for the amount of \$2,500, monthly retainer fee, for the period of February 1, 2022, through January 31, 2023.	33
Attachments:	
Costin Group MN consulting agreement	33
O. Motion to approve the purchase of services for the Indian Home School Liaison from Hibbing Public Schools for \$1,296.86 per month from February 22, 2022, through August 31, 2023.	36
Attachments:	
Indian Home School Liaison Service Agreement	36
P. Motion to approve the resolution to accept donations.	41
Attachments:	

January Donations	41
Q. Motion to approve the 2022/2023 School Calendar as amended. (Memorial Day added)	42
Attachments:	
2023 School Calendar	42
R. Motion to approve the Letter of Understanding between Chisholm Schools and AFSCME for additional monthly compensation for Chief Duties at \$500.00 per month, Assistant Chief Duties at \$250.00 per month, and Pool Maintenance at \$100.00 per month until the hire of a new Chief Boiler.	43
Attachments:	
LOU AFSCME	43
S. Motion to discuss then approve the best option moving forward for Bus #8. Brian Vajdl will provide information.	
VIII. Discussion	
IX. Information	
A. IEA Site Evaluation of the Chisholm Elementary	44
Attachments:	
IEA site Evaluation CE	44
B. Enrollment numbers	47
Attachments:	
Enrollment #'s 2021 - Sheet1	47
X. Adjourn	

ISD #695 Chisholm Public Schools

Modernization Enablement Strategy

Phase One - Vision and Organization

The future of our Chisholm Public School district will require an invested modernization in various aspects of our education system. When it comes to teaching and learning, our ability to be nimble and adapt, focus on social-emotional well-being, engage young minds, and operate in efficient ways have become paramount. This global revolution in education calls us to modernize and stay relevant with what we do and how we do it.

Aspects in Need of Modernization	Current	Vision
Facilities	Boiler needs replacing to a high efficiency closed loop system Campus-Wide Inefficiencies Unsecured Entrances	Campus Reconfiguration Building upgrades/face lifts <ul style="list-style-type: none"> ● Efficient Heating and Air Quality Controls ● Education Adequacy ● Secure Entrances and Safety ● Expanded Opportunities
Education Technology/ Infrastructure	Student and Teacher Devices Textbooks Outdated Curriculums Google Tools for Education Powerschool	<ul style="list-style-type: none"> ● Schoology (Learning Management System) ● New Website (Aptegy) ● Mobile School Apps for families (Thrillshare Platform) ● Improving communication with families ● Digital Design Tools for Teachers ● Modernized Curriculum Adoption Cycle
Student Support	504 IEP	<ul style="list-style-type: none"> ● PBIS (Positive Behavioral Intervention & Supports) ● MTSS (Multi-tiered System of Supports) ● Check and Connect (Student Engagement & Intervention Model)

		<ul style="list-style-type: none"> ● NLC Enrollment process ● Teachers trained in emergency safety protocols (A.L.I.C.E.) ● E-Sports 2021-22 ● Gifted & Talented Programs ● Work Based Learning Programs ● Expand Career & Technical Education Opportunities ● SEL - Social Emotional Learning
<p>Data Analytics</p>	<p>Powerschool Attendance and Grades</p> <p>Surveys</p>	<ul style="list-style-type: none"> ● High Reliability Schools Model <ul style="list-style-type: none"> ○ Book Study ○ Levels 1-5 ● PLCs (Professional Learning Communities) ● Standards-Based Instruction and Assessment ● Formal modes of giving voice to all stakeholders: <ul style="list-style-type: none"> ○ Community members, families, students, teachers ○ Regular and frequent data collection <ul style="list-style-type: none"> ○ PLCs ○ Surveys ○ Check N Connect ○ Ingensa ○ High Reliability Schools Polls ● Research Committees <ul style="list-style-type: none"> ○ Informing current instructional best-practices ○ Designing brain-friendly Learning environments and culture ○ Personalizing learning opportunities for all students.



February 9, 2022

Dear Parents/Guardians,

The Chisholm School District will be transitioning to Schoology, an integrated learning management solution that provides course management, mobile learning, and support for system-wide communication. Schoology will enable our students, parents, and teachers to engage with learning materials and their school community from the classroom and beyond.

We look forward to using Schoology in our classrooms, district-wide, beginning **September 2022**, to enhance connectivity and communication across our district. With Schoology, students will be able to:

- view course materials
- digitally submit assignments
- review grades
- participate in interactive discussions
- work collaboratively with others
- receive announcements and feedback
- take tests
- and more!

As a parent/guardian, you will be able to:

- View your child(ren)'s courses and groups
- View your child(ren)'s grades
- View your child(ren)'s profile, including portfolios and badges
- View recent grades, overdue assignments, and upcoming assignments
- View your child(ren)'s Schoology calendar
- View teacher provided materials, posts, and comments
- View media albums
- Sign up to receive notifications/reports

You and your child will be given login credentials during the Fall Semester of 2022 to access the Chisholm School District Schoology system. We value your participation in your child's education, and we encourage you to read Schoology's Privacy Policy & Terms of Use at <https://www.schoology.com/privacy>. Student progress and activity will be monitored by faculty to ensure a safe, secure, and controlled environment.

If you have questions or feedback regarding Schoology, please email Robbi Albert at ralbert@chisholm.k12.mn.us or Teresa Allen at tallen@chisholm.k12.mn.us.

Sincerely,

Robbi Albert, MEd.
Elementary Curriculum Coordinator

Teresa Allen, MAT
Secondary Curriculum Coordinator

HIGH RELIABILITY SCHOOLS:

Chisholm School District is excited to begin the implementation of Dr. Robert Marzano's High Reliability Schools (HRS) framework. Based on 40 years of research, the Marzano High Reliability Schools (HRS) framework serves as a long term strategic planning guide for schools and districts. Rather than constantly seeking new initiatives, the framework encourages educators and administrators to concentrate their efforts on five key areas of operation:

1. Safe, Supportive, and Collaborative Culture

We know from years of educational research that a physically hungry student is not ready to learn. Their body is too focused on that basic need to focus on other things. This level is reflective of that same principle; If a person or student feels unsafe or unsupported, they will not be able to operate at 100%. This level covers the traditional meaning of safety as well as emotional safety. Emotional safety or support makes for an environment where a team member or student will toss out a new idea without fear of failure or judgment.

2. Effective Teaching in Every Classroom

An effective teacher who uses proven instructional techniques that reach all students will beat most odds. Level 2 ensures that teachers are given all of the tools and support needed to be an effective teacher. Though it is easy to fall back on the thought that some teachers are gifted with a disposition that makes them successful, so much of effective teaching is about intentional practices that provide varied avenues to meet the different learners in their classroom.

3. Guaranteed and Viable Curriculum

There are three curricula that exist in schools. The first, the intended curriculum, is defined by state and district expectations. The implemented curriculum is the second and it is what is actually taught in the classroom. The third type, the attained curriculum, is what students actually learn in each course or grade level. In a perfect system all three of these curricula align and create a guaranteed curriculum. When this happens it no longer matters which teacher a student has, or which building they are in. All teachers have the same expectations of what students must know and be able to do. A viable curriculum is one that teachers have both the time and resources to teach. As we create the guaranteed curriculum it is important to ensure it is focused enough to be taught within the time we have.

4. Standards-Referenced Reporting

State standards are a piece of the puzzle that rarely make everyday conversations outside of educational meetings. However, these standards are how education is aligned at a state level, which feeds to the federal level. Standards are how society remains on the same page with baseline information that all people should leave school knowing. Many times educators will create plans or units that are

tied to specific standards within their subject and grade level. These standards also provide a framework to the teachers on what they need to teach within the school year. Reaching Level 4 means that systems are in place to measure specific things within each standard - so instead of reported data saying the school performed -here- in math, it would say, the school performed -here- in subtraction, -here- in addition, and -here- in multiplication. This detailed reporting means that schools can pinpoint strengths and weaknesses within the standards and plan accordingly.

5. Competency-Based Education

We have all had that moment in school where the rest of the class seems to “get it” but you’re quietly sitting there confused and uncomfortable to admit that you need more time or explanation. This scenario is reflective of a classroom where time is the constant instead of competency. When time is the constant, a student, and usually class, moves on to the next level, grade, or subject because the predetermined amount of time has been allotted. When competency is the constant, it means that a student will spend as much time as needed to understand the subject matter prior to moving on; This could mean they spend less time or more time than originally allocated. Competency-Based Education results in students having a learning path tailored to their individual strengths and needs, as opposed to the average of the class.

We Are Here

The Marzano Research Group has developed the High Reliability Schools™ framework to identify best practices to implement in schools to improve student achievement. A key component of this process is the collection of perceptual data, as described in *A Handbook for High Reliability Schools*. Chisholm School District is on step one of level one - Safe, Supportive, and Collaborative Culture. In order to build level one and ensure we get there, we need to know where we are now. Since becoming a High Reliability School is about all aspects of the school, we are conducting staff, student, and parent surveys to indicate where we are in level one. Our goal is to address the areas of need by making changes to our current practices and implement additional practices as needed. Once we reach high reliability status for level 1, we will continue to monitor our level 1 status and acknowledge success on a periodic basis.

Adrian Norman III
Superintendent
Ext. 2900

Jennifer Crotteau
Counselor
Ext. 3904

Community Education
Ext. 3132



Mark C. Morrison
Sr. High Principal
Ext. 3900

Jeffrey S. Hancock
Pre K-6 Principal
Ext. 1900; Pre K-3

Jamie Steinberg
Activities Director
Ext. 3902

February 14, 2022

To: Adrian Norman
Superintendent

The following is a summary of payrolls for the month of January 2022.

January Payrolls

January	14 payroll	\$ 262,573.50
January	31 payroll	\$ 318,621.41

Total Payrolls \$ 581,194.91

Alex Kaczor
Business Manager
AK:kk

Summary of Payments Issued:

January Accounts Payable Checks	\$294,702.85
January Accounts Payable Wires	<u>\$92,330.50</u>
Total Accounts Payable	\$387,033.35

ISD 695-Chisholm
Void Payment Listing with Detail

<u>Batch</u>	<u>Co</u>	<u>Pmt No</u>	<u>Bank Check No</u>	<u>Pmt Dt</u>	<u>Type</u>	<u>Grp Code</u>	<u>Rcd</u>	<u>Vendor</u>	<u>Curr Print Recon</u>	<u>Void Vou No</u>	<u>Period</u>	<u>Void Dt</u>	<u>Amount</u>
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ISD 695-Chisholm Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void			Amount	
									Print	Recon	Void		Date
10		34834		Wire	1 06857		NORTHEAST SERVICE COOP - INSURA		No	No	No	01/06/2022	56,112.50
10		34969		Wire	1 3046		FURTHER		No	No	No	01/28/2022	154.00
10		34971		Wire	1 3046		FURTHER		No	No	No	01/31/2022	36,064.00
Bank Total:												\$92,330.50	
Report Total:												\$92,330.50	

ISD 695-Chisholm

Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0695		10	34847	66091	Check	1	00010		A-1 REFRIGERATION SERVICE	Yes	No	No	USD	01/13/2022	184.50
			34922	66147	Check	1	3801		ADAM C ROEN	Yes	No	No	USD	01/21/2022	290.00
			34921	66148	Check	1	3765		ALEX KACZOR	Yes	No	No	USD	01/21/2022	991.39
			34839	66079	Check	1	2423		AMAZON CAPITAL SERVICES	Yes	No	No	USD	01/10/2022	135.92
			34842	66086	Check	1	2423		AMAZON CAPITAL SERVICES	Yes	No	No	USD	01/11/2022	215.93
			34870	66092	Check	1	2423		AMAZON CAPITAL SERVICES	Yes	No	No	USD	01/13/2022	278.71
			34946	66173	Check	1	2423		AMAZON CAPITAL SERVICES	Yes	No	No	USD	01/26/2022	367.87
			34857	66093	Check	1	1775		ANDERSON PLUMBING & HEATING	Yes	No	No	USD	01/13/2022	2,654.45
			34929	66174	Check	1	00150	R1	ARAMARK	Yes	No	No	USD	01/26/2022	1,136.43
			34930	66175	Check	1	00428		ARCC	Yes	No	No	USD	01/26/2022	16,463.73
			34901	66143	Check	1	2354		ATT MOBILITY	Yes	No	No	USD	01/13/2022	548.52
			34862	66094	Check	1	1944		AVIBEN	Yes	No	No	USD	01/13/2022	123.35
			34848	66095	Check	1	00610		BARK DESIGN INC	Yes	No	No	USD	01/13/2022	537.00
			34931	66176	Check	1	00610		BARK DESIGN INC	Yes	No	No	USD	01/26/2022	467.25
			34891	66096	Check	1	3702		BAUDHUIN, CHRIS	Yes	No	No	USD	01/13/2022	145.00
			34962	66177	Check	1	3547		BIG STONE THERAPIES, INC	Yes	No	No	USD	01/26/2022	550.00
			34923	66149	Check	1	3802		BLACK HILLS STATE UNIV	Yes	No	No	USD	01/21/2022	4,225.00
			34833	66078	Check	1	3387		BLUE CROSS BLUE SHIELD OF MN B	Yes	No	No	USD	01/06/2022	2,794.00
			34846	66088	Check	1	3387		BLUE CROSS BLUE SHIELD OF MN B	Yes	No	No	USD	01/11/2022	258.70
			34898	66142	Check	1	3387		BLUE CROSS BLUE SHIELD OF MN B	Yes	No	No	USD	01/13/2022	11,570.00
			34889	66097	Check	1	3460		BOWSTRING, FRANKLIN	Yes	No	No	USD	01/13/2022	208.00
			34878	66098	Check	1	3060	R1	BSN SPORTS	Yes	No	No	USD	01/13/2022	323.99
			34877	66099	Check	1	2774		BUHL WATER CO INC	Yes	No	No	USD	01/13/2022	65.00
			34958	66178	Check	1	3384		CHEERLEADING.COM	Yes	No	No	USD	01/26/2022	189.49
			34835	66080	Check	1	01429		CHISHOLM CHAMBER OF COMMERC	Yes	No	No	USD	01/10/2022	90.00
			34836	66081	Check	1	01600		CHISHOLM CITY OF	Yes	No	No	USD	01/10/2022	22,424.54
			34899	66144	Check	1	01600		CHISHOLM CITY OF	Yes	No	No	USD	01/13/2022	4,740.80
			34932	66179	Check	1	01525		CHISHOLM TIRE SHOP	Yes	No	No	USD	01/26/2022	770.00
			34968	66180	Check	1	3806	R1	CITY AUTO GLASS	Yes	No	No	USD	01/26/2022	85.00
			34884	66100	Check	1	3181		CLEMENT, DAVE BRIAN	Yes	No	No	USD	01/13/2022	192.00
			34914	66150	Check	1	2668		CONSOLIDATED COMMUNICATIONS	Yes	No	No	USD	01/21/2022	1,029.54
			34957	66181	Check	1	3376		CROTTEAU, JENNIFER	Yes	No	No	USD	01/26/2022	26.94
			34874	66101	Check	1	2614		CW TECHNOLOGY	Yes	No	No	USD	01/13/2022	863.00
			34951	66182	Check	1	2614		CW TECHNOLOGY	Yes	No	No	USD	01/26/2022	863.00
			34950	66183	Check	1	2599	REMIT	DALCO ENTERPRISE	Yes	No	No	USD	01/26/2022	89.07
			34897	66141	Check	1	3800		DAVID C FISH	Yes	No	No	USD	01/13/2022	238.00
			34858	66102	Check	1	1797		DELL MARKETING LP	Yes	No	No	USD	01/13/2022	3,261.96
			34940	66184	Check	1	10255		DEX MEDIA	Yes	No	No	USD	01/26/2022	134.00
			34920	66151	Check	1	3754		DONALD W LALONDE	Yes	No	No	USD	01/21/2022	80.00
			34967	66185	Check	1	3754		DONALD W LALONDE	Yes	No	No	USD	01/26/2022	45.00
			34865	66103	Check	1	2191		DULUTH RANGE COMMUNICATIONS	Yes	No	No	USD	01/13/2022	189.95

ISD 695-Chisholm Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0695	10		34943	66186	Check	1	2013		DVS RENEWAL	Yes	No	No	USD	01/26/2022	269.50
			34894	66104	Check	1	3797		ELSMORE SWIM SHOP	Yes	No	No	USD	01/13/2022	434.00
			34849	66105	Check	1	03018		EXCEL BUSINESS SYSTEM	Yes	No	No	USD	01/13/2022	3,460.18
			34888	66106	Check	1	3306		FARGO PUBLIC SCHOOL DISTRICT	Yes	No	No	USD	01/13/2022	266.88
			34843	66087	Check	1	3766		FIRST	Yes	No	No	USD	01/11/2022	2,000.00
			34850	66107	Check	1	03125		FIRST NATIONAL BANK	Yes	No	No	USD	01/13/2022	40.00
			34916	66152	Check	1	3191		FLOERSHEIM, WILLIAM	Yes	No	No	USD	01/21/2022	145.00
			34873	66108	Check	1	2548		FOLLET SCHOOL SOLUTIONS INC	Yes	No	No	USD	01/13/2022	97.24
			34832	66074	Check	1	2471		GLUMAC, CHARLES	Yes	No	No	USD	01/04/2022	170.00
			34947	66187	Check	1	2471		GLUMAC, CHARLES	Yes	No	No	USD	01/26/2022	85.00
			34892	66109	Check	1	3739		GOOGLE VOICE INC	Yes	No	No	USD	01/13/2022	53.95
			34934	66188	Check	1	03577		GRAYBAR	Yes	No	No	USD	01/26/2022	527.82
			34903	66153	Check	1	03825		HIBBING CC	Yes	No	No	USD	01/21/2022	2,000.00
			34904	66154	Check	1	03825		HIBBING CC	Yes	No	No	USD	01/21/2022	600.00
			34905	66155	Check	1	03825		HIBBING CC	Yes	No	No	USD	01/21/2022	500.00
			34906	66156	Check	1	03825		HIBBING CC	Yes	No	No	USD	01/21/2022	475.00
			34907	66157	Check	1	03825		HIBBING CC	Yes	No	No	USD	01/21/2022	3,000.00
			34908	66158	Check	1	03825		HIBBING CC	Yes	No	No	USD	01/21/2022	300.00
			34909	66159	Check	1	03825		HIBBING CC	Yes	No	No	USD	01/21/2022	800.00
			34910	66160	Check	1	03825		HIBBING CC	Yes	No	No	USD	01/21/2022	300.00
			34911	66161	Check	1	03825		HIBBING CC	Yes	No	No	USD	01/21/2022	750.00
			34925	66169	Check	1	03825		HIBBING CC	Yes	No	No	USD	01/21/2022	6,975.00
			34928	66172	Check	1	03825		HIBBING CC	Yes	No	No	USD	01/24/2022	3,300.00
			34935	66189	Check	1	03825		HIBBING CC	Yes	No	No	USD	01/26/2022	2,000.00
			34941	66190	Check	1	1375		HOGLUND BUS CO INC	Yes	No	No	USD	01/26/2022	2,925.27
			34960	66191	Check	1	3457		INGENSA INC.	Yes	No	No	USD	01/26/2022	1,900.00
			34880	66110	Check	1	3074		INTERQUEST DETECTION CANINES	Yes	No	No	USD	01/13/2022	330.00
			34936	66192	Check	1	04300		ISD #0701 HIBBING	Yes	No	No	USD	01/26/2022	6,667.00
			34860	66111	Check	1	1842		ISD #6076 NORTHLAND LEARNING	Yes	No	No	USD	01/13/2022	9,785.40
			34918	66162	Check	1	3473		IVANCICH, FRANK	Yes	No	No	USD	01/21/2022	223.00
			34961	66193	Check	1	3473		IVANCICH, FRANK	Yes	No	No	USD	01/26/2022	223.00
			34893	66112	Check	1	3750		JERRY SCOTT CASEY	Yes	No	No	USD	01/13/2022	95.00
			34851	66113	Check	1	03553		JUBILEE FOODS	Yes	No	No	USD	01/13/2022	350.76
			34933	66194	Check	1	03553		JUBILEE FOODS	Yes	No	No	USD	01/26/2022	882.83
			34875	66114	Check	1	2711	2711	JW PEPPER	Yes	No	No	USD	01/13/2022	108.52
			34868	66115	Check	1	2375		KARICH, BRIAN	Yes	No	No	USD	01/13/2022	170.00
			34896	66116	Check	1	3799		KASSIDY W COOK	Yes	No	No	USD	01/13/2022	145.00
			34895	66117	Check	1	3798		KIWANIS YOUTH PROGRAMS	Yes	No	No	USD	01/13/2022	75.00
			34924	66163	Check	1	3803		KRIS MOORE	Yes	No	No	USD	01/21/2022	41.04
			34867	66118	Check	1	2301		KRISS PREMIUM PRODUCTS INC	Yes	No	No	USD	01/13/2022	1,091.09
			34852	66119	Check	1	05206	R1	L & M SUPPLY FLEET SUPPLY	Yes	No	No	USD	01/13/2022	102.78

ISD 695-Chisholm Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0695	10		34937	66195	Check	1	05178		LAKES COUNTRY SERVICE CO-OP	Yes	No	No	USD	01/26/2022	31.50
			34871	66120	Check	1	2485		LAMPPA, DAVIS	Yes	No	No	USD	01/13/2022	191.00
			34964	66196	Check	1	3605		LVC COMPANIES	Yes	No	No	USD	01/26/2022	280.00
			34890	66121	Check	1	3517		MACKIN EDUCATIONAL RESOURCES	Yes	No	No	USD	01/13/2022	242.81
			34970	66213	Check	1	05731		MADISON NATIONAL LIFE INS CO	Yes	No	No	USD	01/28/2022	2,384.39
			34841	66082	Check	1	3279		MARUDAS GRAPHICS, INC	Yes	No	No	USD	01/10/2022	106.95
			34902	66146	Check	1	2320		MEDICARE BLUE RX	Yes	No	No	USD	01/19/2022	17,588.60
			34942	66197	Check	1	1873		MESABI RANGE COMM/TECH COLLE	Yes	No	No	USD	01/26/2022	1,100.00
			34881	66122	Check	1	3097	REMIT	MINNEAPOLIS OXYGEN COMPANY	Yes	No	No	USD	01/13/2022	272.03
			34845	66089	Check	1	2971		MINNESOTA LIFE INSURANCE	Yes	No	No	USD	01/11/2022	2,155.14
			34859	66123	Check	1	1807		MN DEPT OF LABOR AND INDUSTRY	Yes	No	No	USD	01/13/2022	110.00
			34830	66075	Check	1	2101		MN ENERGY RESOURCES CORP	Yes	No	No	USD	01/04/2022	9,788.31
			34900	66145	Check	1	2101		MN ENERGY RESOURCES CORP	Yes	No	No	USD	01/13/2022	35,222.44
			34853	66124	Check	1	06336		MN INDUSTRIES	Yes	No	No	USD	01/13/2022	1,188.47
			34829	66076	Check	1	06375		MN POWER	Yes	No	No	USD	01/04/2022	12,269.33
			34912	66164	Check	1	06515		MN ST MOORHEAD	Yes	No	No	USD	01/21/2022	4,200.00
			34866	66125	Check	1	2278		MN TELECOMMUNICATIONS	Yes	No	No	USD	01/13/2022	1,199.39
			34949	66198	Check	1	2547		NASCO	Yes	No	No	USD	01/26/2022	88.40
			34926	66170	Check	1	1632		NDSU	Yes	No	No	USD	01/21/2022	8,750.00
			34876	66126	Check	1	2736		NORTHERN BUSINESS PRODUCTS II	Yes	No	No	USD	01/13/2022	3,728.00
			34952	66199	Check	1	2736		NORTHERN BUSINESS PRODUCTS II	Yes	No	No	USD	01/26/2022	399.99
			34844	66090	Check	1	06979		NORTHERN MINNESOTA DENTAL, INC	Yes	No	No	USD	01/11/2022	8,535.40
			34927	66171	Check	1	3804		NORTHWOODS STUDENT COUNCIL	Yes	No	No	USD	01/21/2022	60.00
			34917	66165	Check	1	3289		PARSONS , DANIELL	Yes	No	No	USD	01/21/2022	145.00
			34963	66200	Check	1	3587		PELLINEN, MATTHEW	Yes	No	No	USD	01/26/2022	216.00
			34885	66127	Check	1	3190		PERSONS, DANIELL	Yes	No	No	USD	01/13/2022	145.00
			34837	66083	Check	1	07730		PORTABLE JOHN	Yes	No	No	USD	01/10/2022	39.86
			34854	66128	Check	1	08215		RADKO IRON & SUPPLY	Yes	No	No	USD	01/13/2022	29.99
			34855	66129	Check	1	08270		RAMS	Yes	No	No	USD	01/13/2022	1,250.00
			34840	66084	Check	1	2985		RECOVER HEALTH SERVICES	Yes	No	No	USD	01/10/2022	9,860.50
			34953	66201	Check	1	2985	REMIT	RECOVER HEALTH SERVICES	Yes	No	No	USD	01/26/2022	6,660.00
			34887	66130	Check	1	3217		RSCHOOLTODAY	Yes	No	No	USD	01/13/2022	1,563.00
			34879	66131	Check	1	3062		RYKS, KEVIN	Yes	No	No	USD	01/13/2022	193.00
			34886	66132	Check	1	3202		SANTELLI, CORY	Yes	No	No	USD	01/13/2022	145.00
			34956	66202	Check	1	3202		SANTELLI, CORY	Yes	No	No	USD	01/26/2022	107.00
			34959	66203	Check	1	3418		SCAIA, KEVIN R	Yes	No	No	USD	01/26/2022	145.00
			34965	66204	Check	1	3680		SCENIC RIVERS HEALTH SVC	Yes	No	No	USD	01/26/2022	200.00
			34955	66205	Check	1	3175		SCHELDE, JULIE	Yes	No	No	USD	01/26/2022	578.00
			34864	66133	Check	1	2121	2	SCHMITT MUSIC - REMIT	Yes	No	No	USD	01/13/2022	133.17
			34869	66134	Check	1	2409		SCHNEIDER, KURT	Yes	No	No	USD	01/13/2022	170.00
			34944	66206	Check	1	2409		SCHNEIDER, KURT	Yes	No	No	USD	01/26/2022	108.00

ISD 695-Chisholm Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0695		10	34863	66135	Check	1	1968		SCHOOL NURSE SUPPLY, INC	Yes	No	No	USD	01/13/2022	27.77
			34938	66207	Check	1	09083		SCHOOL SPECIALTY SUPPLY LLC	Yes	No	No	USD	01/26/2022	43.33
			34838	66085	Check	1	1254		STERLE & CO, LTD	Yes	No	No	USD	01/10/2022	11,200.00
			34856	66136	Check	1	09645		SULLIVAN SUPPLY	Yes	No	No	USD	01/13/2022	481.08
			34939	66208	Check	1	09645		SULLIVAN SUPPLY	Yes	No	No	USD	01/26/2022	676.74
			34883	66137	Check	1	3164		TAUS, DAVID	Yes	No	No	USD	01/13/2022	361.00
			34954	66209	Check	1	3164		TAUS, DAVID	Yes	No	No	USD	01/26/2022	290.00
			34915	66166	Check	1	2963		TEACHERS ON CALL	Yes	No	No	USD	01/21/2022	9,623.04
			34919	66167	Check	1	3698		TREVENA, BRAD	Yes	No	No	USD	01/21/2022	185.00
			34966	66210	Check	1	3713		TREVENA, BRENT	Yes	No	No	USD	01/26/2022	145.00
			34861	66138	Check	1	1931		TRIMARK INDUSTRIAL	Yes	No	No	USD	01/13/2022	586.93
			34913	66168	Check	1	10149		UMD	Yes	No	No	USD	01/21/2022	5,250.00
			34945	66211	Check	1	2416		VAKE, TRAVIS	Yes	No	No	USD	01/26/2022	170.00
			34872	66139	Check	1	2487		VLATKOVICH, JEFFERY	Yes	No	No	USD	01/13/2022	170.00
			34948	66212	Check	1	2487		VLATKOVICH, JEFFERY	Yes	No	No	USD	01/26/2022	85.00
			34882	66140	Check	1	3116		WAGNER, JON	Yes	No	No	USD	01/13/2022	145.00
			34831	66077	Check	1	2439		WETZEL, JAY	Yes	No	No	USD	01/04/2022	170.00
														Bank Total: 10	\$294,702.85
														Report Total:	\$294,702.85

January 24, 2022

The Regular Meeting of the School Board, Independent School District No. 695, was called to order at 5:01 P.M. on November 22, 2021, in the Elementary Board Room. Members present: Directors Sever, Rice, Corradi-Simon, Sauter, Lappi, Chair Rahja, Superintendent Norman and Business Manager Alex Kaczor

Public Comment: None

Recognition of Guests and Visitors: None

APPROVE AGENDA

Moved by Director Rice, supported by Director Sauter to approve the January 24, 2022, amended agenda with the following changes: Action Agenda, Personnel, add letters I, approve Timothy Nelson's Lane change, and J, Hire Jennifer Showalter as Cheerleading Assistant Coach. Administrative business, add letter G, Approve the Education Minnesota-Chisholm Local 1276 contract, and H, approve the addition to Schedule "C" Professional Development Compensation. Motion carried unanimously.

Approve Minutes:

Moved by Director Sever, supported by Director Lappi to approve the minutes from the January 10, 2022, Regular Meeting. Motion carried unanimously.

SUPERINTENDENT REPORT

Superintendent Norman updated the board regarding the following:

- Professional Development Day update
- ALICE training for all staff in the morning while Secondary focused on Schoology in the afternoon
- The Elementary had a NLC training on Special Education students and behaviors
- Camera in the gym was moved to the opposite side of the gym for our streaming of live events
- Notice to parents clarifying conference changes due to the amended calendar will go out this week.
- New website and app should launch next month

Correspondence: None

APPROVE CONSENT AGENDA

Moved by Director Corradi-Simon supported by Director Rice to approve the Consent Agenda which consists of the following: 2022 Certified Staff Seniority list and 2022 Non-Certified Staff Seniority list. Motion carried unanimously

Action Agenda:

Personnel:

POST ASSISTANT VOLLEYBALL COACH

Moved by Director Corradi-Simon supported by Director Lappi to approve the posting of an assistant Volleyball Coach, effective August 15, 2022. Motion carried unanimously.

POST ASSISTANT BASEBALL COACH

Moved by Director Lappi, supported by Director Sever to approve the posting of an assistant Baseball Coach, effective March 21, 2022. Motion carried unanimously.

HIRE DONALD LALONDE IV

Moved by Director Corradi-Simon, supported by Director Sever to approve the hiring of approve the hiring of Donald LaLonde IV to Job #184 Para-Professional, High School, effective January 24, 2022, upon completion of background and necessary paperwork. Motion carried unanimously. Time of hire 5:15 PM

HIRE ZACHARY CONWAY-ZEIG

Moved by Director Sauter, supported by Director Corradi-Simon to approve the hiring of Zachary Conway-Zeig to Job #184 Para-Professional, High School, effective January 24, 2022, upon completion of background and necessary paperwork. Motion carried unanimously. Time of hire 5:17 PM.

APPROVE THE RESIGNATION OF BAILEY KOEHLER

Moved by Director Corradi-Simon, supported by Director Lappi to accept the resignation of Bailee Koehler, Para-Professional Chisholm Elementary, effective February 4, 2022. Motion carried unanimously.

POST JOB #189, PARA-PROFESSIONAL, DISTRICT WIDE

Moved by Director Rice, supported by Director Sauter to post Job #189, Para-Professional, district wide, effective January 19, 2022. Motion carried unanimously.

APPROVE POST OF 1.0 FTE TEACHER, 2 SECTIONS OF SOCIAL STUDIES, ACTIVITIES DIRECTOR AND TECHNOLOGY

The Chair directed the board to remove this item from the agenda.

APPROVE CO-HEAD COACH FOR 2022 BOYS SWIM SEASON

Moved by Director Lappi, supported by Director Rahja to approve the Co-Head Coach position for the Boy's 2022 Swimming season. Donald Quirk 75% and Brady Boehm 25% effective Jan. 17, 2022.

For: Directors Sever, Corradi-Simon, Sauter, and Lappi.

Opposed: Director Rice.

APPROVE TIMOTHY NELSON LANE CHANGE TO MA+10

Moved by Director Sever, supported by Director Corradi-Simon to approve the lane change request from Timothy Nelson's from MA/BA+40(Semester)//BA/MA+60 (Quarter) to MA+10/BA+50(Semester)//BA/MA+15/BA+75(Quarter) effective January 24, 2022. Motion carried unanimously.

APPROVE HIRE OF JENNIFER SHOWALTER

Moved by Director Lappi, supported by Director Corradi-Simon to approve the hire of Jennifer Showalter, Assistant Cheerleading Coach, effective January 24, 2022. Motion carried unanimously.

Administrative Business

APPROVE 2022-2023 SCHOOL CALENDAR

Moved by Director Corradi-Simon, supported by Cindy Rice to approve the 2022-2023 school calendar. Motion carried unanimously.

RESCIND MSBA/MASA POLICY 491

Moved by Director Sever, supported by Chair Rahja to rescind MSBA/MASA Policy 491, Vaccination or Testing and Face Coverings. Motion carried unanimously.

APPROVE BUSINESS SERVICES CONTRACT WITH HIBBING PUBLIC SCHOOLS

Moved by Director Corradi-Simon, supported by Director Cindy to approve Business Services Contract between Independent School District #695, Chisholm Public Schools, and Independent School District #701, Hibbing Public Schools in the amount of \$10, 417 per month, with annual contract settlement increases for year two and three, for the period of August 1, 2022, through July 31, 2025.

For: Directors Rice, Corradi-Simon, Lappi, Chair Rahja

Opposed: Directors Sever and Sauter

APPROVE BOARD MEMBER SALARIES

Moved by Director Sever, supported by Director Lappi that the salaries of the school board members will be \$175 per meeting, payable monthly, for regularly scheduled board meetings. The Chairperson of the school board shall receive \$200.00 per meeting, payable monthly, for regularly scheduled board meetings. \$25.00 per meeting shall be allowed for additional Negotiation meetings and special meetings. Motion carried unanimously.

APPROVE THE CORPORATE AUTHORIZATION RESOLUTIONS FOR SCHOOL DISTRICT DEPOSITORIES

Moved by Director Rice, supported by Director Corradi-Simon to approve the corporate authorization resolutions for school district depositories. Park State Bank, MN Liquid Asset Fund, PMA Financial Network, US Bank. Motion carried unanimously.

APPROVE THE NOTIFICATIONS TO BROKER CERTIFICATES

Moved by Director Sever, supported by Director Lappi to approve the Notifications to Broker Certificates and Certification by Broker for PMA Securities, LLC. And PFM Asset Management, LLC. Motion carried unanimously.

APPROVE COLLECTIVE BARGAINING AGREEMENT BETWEEN I.S.D. 695 AND EDUCATION MINNESOTA-CHISHOLM

Moved by Director Lappi, supported by Director Rice to approve the Collective Bargaining Agreement Between I.S.D. No. 695 and Education Minnesota-Chisholm Local 1276 for the periods of July 1, 2021 - June 30, 2023, and July 1, 2023 - June 30, 2025. Motion carried unanimously.

APPROVE SCHEDULE "C" PROFESSIONAL DEVELOPMENT COMPENSATION

Moved by Director Corradi-Simon, supported by Director Lappi to approve the addition to Schedule "C" Professional Development Compensation. Motion carried unanimously.

Discussion: Superintendent's evaluation was discussed and the form that will be used.

Information:

-Enrollment Numbers

ADJOURN

Moved by Director Lappi, supported by Director Corradi-Simon to adjourn the meeting at 5:57 P.M. Motion carried unanimously.

Clarice Sever, clerk

CS/lea

INDEPENDENT SCHOOL DISTRICT NO. 695
Chisholm, Minnesota
Job #190

INTERNAL POSTING - 1.0 FTE TEACHER

Position: 1.0 FTE Social Studies, Activities Director and Technology Support

- Qualifications:
1. Certified as Minnesota Social Studies teacher. SpecialSports/Activity Experience preferred.
 2. Demonstrated experience in establishing and maintaining positive working relationships and communications with students, parents, and staff.

Duties: As assigned by Superintendent and building principal.

Rate of Pay: As per master agreement

Terms of Contract: 2022-2023 school year

Due Date: February 22, 2022, at 3:00 pm.

Please apply at <https://www.applitrack.com/chisholm/onlineapp>

Posted: February 14, 2022

CHISHOLM PUBLIC SCHOOL IS AN EQUAL OPPORTUNITY EMPLOYER

To: Adrian Norman, Ron Plante, Brian Vajdl

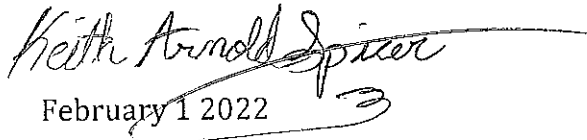
I would like to take a moment and say, Thank You to all of you and to the rest of the Chisholm MN. ISD 695 staff. It was a real pleasure to work here for you all.

Regrettably I (Keith A. Spicer) am turning in my two weeks notice effective today February 1 2022, Week one I shall work, Week two shall be my vacation time.

My last day of work will be February 8-2022 my last day of employment will be February 15 2022.

Once again Thank You All!

Keith Arnold Spicer

A handwritten signature in cursive script that reads "Keith Arnold Spicer". The signature is written in black ink and is positioned above the date. A horizontal line is drawn across the signature, extending to the right.

February 1 2022

3

INDEPENDENT SCHOOL DISTRICT NO. 695
Chisholm, Minnesota
Job # 192
Internal/External Custodian/Bus Driver

Job Classification: Custodian/Bus Driver (Chisholm Elementary Afternoon Shift)

Qualifications:

1. Valid Minnesota License for driving school bus.
2. Knowledge of methods and materials used in custodial work and building maintenance.
3. Physically capable of heavy lifting and climbing.
4. Ability to work effectively with public and others.
5. Ability to follow oral and written instructions.
6. Ability to make minor building and equipment repairs.
7. Ability and willingness to work overtime as necessary.
8. Graduation from high school or equivalency.
9. Ability to read, write and interpret information.
10. Successful completion of physical exam indicating employee's ability to perform assigned duties.
11. Licensed bus driver.

Primary Duties:

1. Drives school bus as assigned.
2. Snow removal from building area.
3. Building and custodial maintenance as appropriate or as assigned.
4. Routine cleaning, sweeping, mopping, dusting, waxing and washing.
5. Replaces burned out lights and light bulbs as necessary.
6. Locks and unlocks doors as appropriate.
7. Maintains the school grounds to keep them free from rubbish and trash.
8. Does minor building and equipment maintenance and repairs.
9. Sets up equipment, bleachers, chairs, etc. as necessary.
10. Other duties as assigned.

Rate of Pay: As per Master Agreement

Hours of Work: 2:00 to 10:30 p.m.

Please apply online at: <https://www.applitrack.com/chisholm/onlineapp>

Posted: February 1, 2022

CHISHOLM PUBLIC SCHOOL IS AN EQUAL OPPORTUNITY EMPLOYER

Recommendation to Hire

Position: Para-Professional Job #189 Chisholm Public Schools

Posting duration: 10 days

Advertising Location: Website, Frontline K12 Job Spot

Number of Qualified: 6

Licensed Applications: NA

Interview committee Names: Jeff Hancock
Mark Morrison

Recommended for hire: Gena K. Sleen
School Chisholm Elementary

Katrina M. Hanson
School Chisholm Elementary

Lakotah R. Weiland
School Vaughan-Steffensrud

Adam L. Neri
School Vaughan-Steffensrud

School _____

School _____

Supervisor: Jeff Hancock

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School Vaughan-Steffensrud

Adam L. Neri
School Vaughan-Steffensrud

School _____

School _____

Supervisor: Jeff Hancock

Fwd: Speech

Mark Morrison <mmorrison@chisholm.k12.mn.us>

Tue, Feb 8, 2022 at 9:40 AM

To: Adrian Norman <anorman@chisholm.k12.mn.us>, Kathy Koschak <kathy.koschak@chisholm.k12.mn.us>, Lisa Aldrich <laldrich@chisholm.k12.mn.us>

Hi Lisa,

Katrina is resigning from Speech Co-advisor position, could we get that on the next board agenda. Kathy, she hasn't been helping at all so she shouldn't be getting paid for it. Thanks

Mark

No problem. I resign from the speech position. It's just not working with the drama schedule.

Katrina Swalby

--

Mark Morrison
Principal, 7-12
Chisholm Schools

Clarice Sever
6450 Colombe Road
Chisholm, MN 55719

February 8, 2022

Independent School District 695
Attn: Chisholm School Board
300 Third Avenue SW
Chisholm, MN 55719

RE: LETTER OF RESIGNATION

Chisholm School Board Directors:

Please accept this as formal notice of my resignation from the Chisholm School Board of Education, in addition to all committees, officer duties and boards that I have been appointed to, with the effective date of February 14, 2022.

After careful consideration, I have made the decision to resign in order to devote my personal time to my family. It has been an honor and a pleasure to serve the citizens of the Chisholm School District of the past twenty-six years. I am very grateful to have been part of this organization, it has been a wonderful experience that has afforded me many valuable opportunities to gain experience and grow.

I wish you and Independent School District 695 continued growth and success in the future.

Sincerely,



Clarice Sever

CC: SUPERINTENDENT NORMAN
CHAIR RAHJA
CONFIDENTIAL SECRETARY ALDRICH



United Truck Body Co. Inc.
 5219 Miller Trunk Highway
 Hermantown MN USA 55811
 Phone #:(218) 729-6000
 Fax #: (218) 729-6001

Invoice Number: 552071
 Tag Number: 9.2XT



Date and Time In: 1/19/2022 - 4:04 PM
 Date and Time Out: 1/27/2022 - 9:37 AM
 Promised Date - Time: 1/24/2022 - 11:17 AM
 Cashed Out Date: 1/27/2022 - 10:48 AM
 Date Appointment Initiated: 1/19/2022
 Service Advisor: (0002) Heidi Herstad

PO #: Plow Only

CHISHOLM PUBLIC SCHOOLS
 300 S 3RD ST
 I.S.D. #695 BUSINESS OFFICE 30
 Chisholm MN 55719

7688 Home: (218) 254-5725
 rplante@chisholm.k12.mn.us

Veh Info: 552071 BOSS 9.2XT
 Serial Numbers: 552071
 In-Srv: Miles/Hrs In: Out: Plate #:

409507355/409491877

Repair	Hrs	VIN	Requested Repair Description	Mech #	Type	Labor	Discount	Total
1	0.00	552071 09491877	BOSS 9'2" XT steel RT3 V with SL3 LED snow plow lights, Smarthitch II, wing shoes, hydraulic fluid		Retail	\$0.00	\$0.00	\$0.00
2	0.00	552071 09491877	LESS TRUCK SIDE		Retail	\$0.00	\$0.00	\$0.00
3	0.00	552071 09491877	DEFLECTOR		Retail	\$0.00	\$0.00	\$0.00
4	2.50	552071 09491877	PRE-ASSEMBLE INCLUDING DEFLECTOR		Retail	\$262.50	\$0.00	\$262.50

Repair	Part #	Description	Qty	Selling Price	Extended Discount	Extended Price
1	073-MSC10192B	BLADE CRATE, 92" XT STEEL	1.00	\$7,338.00	\$0.00	\$7,338.00
1	SERIAL#	409507355	1.00	\$0.00	\$0.00	\$0.00
1	073-MSC15005C	PLOW BOX V RT3-V SH2 76/82/92 SL3	1.00	\$0.00	\$0.00	\$0.00
1	SERIAL#	409491877	1.00	\$0.00	\$0.00	\$0.00
1	073-HYD01704	BOSS HYDRAULIC FLUID	3.00	\$0.00	\$0.00	\$0.00
1	073-MSC01570	PLOW SHOE,CAST IRON W/HARDWARE	2.00	\$0.00	\$0.00	\$0.00
2	NPN-PLOW	LESS TRUCK SIDE	1.00	(\$1,000.00)	\$0.00	(\$1,000.00)
3	073-MSC01565	SNOW DEFLECTOR	1.00	\$282.60	\$0.00	\$282.60

Pay Type	CC #	Amount
OA		\$6,883.10

Signature: _____
 I AGREE TO PAY THE ABOVE TOTAL AMOUNT
 Cashed Out By: (0002) Heidi Herstad
 Cash Out Date: 1/27/2022
 Cash Drawer: 001

Parts Total:	\$6,620.60
Core Total:	\$0.00
Freight Total:	\$0.00
Sublet Total:	\$0.00
Labor Total:	\$262.50
- Labor Discount:	\$0.00
Other Charges:	\$0.00
Shop Supplies:	\$0.00
Sub Total:	\$6,883.10
- Parts Discount:	\$0.00

Ext Price:	\$6,883.10
Sales Tax:	\$0.00
Total:	\$6,883.10
- Deductible:	\$0.00
- Deposits:	\$0.00
Amount Due:	\$6,883.10

B.K RP



CONSULTANT AGREEMENT

THIS AGREEMENT, by and between COSTIN GROUP MINNESOTA, INC. hereinafter referred to as “Consultant,” and the CHISHOLM PUBLIC SCHOOLS ISD#695, a school district in the State of Minnesota, hereinafter referred to as “CPS”.

1. **Scope of Services:** Consultant shall perform government relations, public relations, and related services directed and approved by the Superintendent of CPS. This scope of service will include:

- Representation at the Minnesota Legislature and before its committees;
- Representation before the Administration of State government, the Office of Governor and additionally all constitutional offices along with departments, boards, and commissions;
- Assistance to promote the mission of CPS in Northeastern Minnesota;
- Assistance with the Chisholm Schools construction project.

2. **Compensation to Consultant:** In consideration of the services to be performed by consultant pursuant to this Agreement, CPS agrees to make payment to Consultant at the rate of \$ 2,500 per month retainer. Consultant shall bill CPS not less frequently than quarterly for retainer incurred pursuant to this Agreement. Payment shall be made upon approval of CPS according to its internal approval process following receipt of Consultant’s billing.

3. **Conditions of Payment:** All services provided by consultant pursuant to this Agreement shall be performed by Jeff Anderson and Gary Cerkvenik personally, unless CPS has given advance approval for services to be performed by another representative of consultant. All services provided shall be performed to the satisfaction of CPS, and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations.

All items of work to be performed by the consultant shall be done in accordance with the requirements and recommendations of, and subject to the approval of, CPS. Consultant shall be responsible for the professional quality, technical accuracy and the coordination of all services furnished by consultant under this Agreement. Consultant shall, without additional compensation, correct or revise any errors or deficiencies in consultant’s final work product or services.

CPS shall not be obligated to pay for, nor shall consultant claim for, any services not specifically authorized pursuant to the terms of this Agreement, except upon advance written approval of CPS. Such approval shall be a modification of this Agreement. Consultant shall notify CPS in writing before it begins any work which will be the basis for a claim for extra compensation. If such notification is not given or is not approved by CPS in writing before consultant commences the work, then Consultant hereby waives and releases forever any claim or costs for such extra compensation. However, such notice shall not in any way be construed as proving the validity of any claim by consultant except where approved in advance by CPS.

4. **Ownership of Work Product:** All data gathered, prepared, or recorded by consultant pursuant to the terms of this Agreement shall be the property of CPS. Upon request of any duly authorized agent of CPS, Consultant shall make every reasonable effort to explain or clarify the meaning of the data contained in the materials delivered to CPS.

5. **Term:** The term of this Agreement shall be from February 1, 2022, through January 31, 2023, unless earlier terminated in accordance with the provisions of this Agreement.

6. **Cancellation of Agreement:** Either party shall notify that it intends to cancel this Agreement at the end of the term by giving written notice to the other party at least 30 days prior to the effective date of the termination. Consultant shall receive just and equitable compensation for all work satisfactorily performed pursuant to this Agreement. Notice to CPS shall be mailed or delivered to 300 SW 3rd Ave, Chisholm, MN 55719. Notice to Consultant shall be mailed or delivered to Jeff Anderson, Costin Group Minnesota, Inc., P.O. Box 385, Duluth, MN 55801.

7. **Independent Contractor:** It is agreed that nothing contained in this Agreement is intended or should be construed as creating the relationship of co-partner, joint venturer or an association with the Consultant and CPS. Consultant is an independent contractor and neither it, its employees, agents, subcontractors, or representatives shall be considered employees, agents, or representatives of CPS. Except as otherwise provided herein, Consultant shall maintain, in all respects, its present control over the means and personnel by which this Agreement is performed. From any amounts due consultant, there shall be no deductions for federal income tax or FICA payments nor for any state income tax, nor for any other purposes which are associated with an employer/employee relationship unless otherwise required by law. Payment of federal income tax, FICA payments, state income tax, unemployment compensation taxes, and other payroll deductions and taxes are the sole responsibility of consultant.

8. **Assignment or Transfer:** No portion of the work or services required under this Agreement shall be transferred, assigned, or otherwise disposed of except with the prior written consent of CPS.

9. **Non-Discrimination:** Consultant shall not discriminate against employees or applicants for employment or in the rendering of work or services under this Agreement based on race, creed, color, national origin, religion, sex, marital status, disability, sexual orientation, or status with respect to public assistance.

10. **Separability:** In the event any provision of this Agreement shall be held invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties unless such invalidity or non-enforceability would cause the Agreement to fail of its purpose. One or more waivers by either party of any provision, term, condition, or covenant shall not be construed by the other party as a waiver of a subsequent breach of the Agreement.

11. **Entire Agreement:** It is understood and agreed that the entire agreement of the parties is contained herein, and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous contracts presently in effect between CPS and Consultant relating to the subject matter hereof.

12. **Modification of Agreement:** Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing, signed by authorized representatives of CPS and Consultant, and attached to the original of this Agreement.

IN WITNESS WHEREOF, CPS and Consultant have executed this Agreement as of this ____ day of _____, 2022.

CHISHOLM PUBLIC SCHOOLS

COSTIN GROUP MINNESOTA, INC.

By: _____
Its Chairperson

By: _____
Its President

EMPLOYMENT AGREEMENT

THIS AGREEMENT is made this **9th** day of February, 2022 between **INDEPENDENT SCHOOL DISTRICT NO. 0701, Hibbing Public Schools** (“**District**”), and **Charles Wagner** (“**Employee**”).

RECITALS

- A. District wishes to employ Employee in the position of Indian Home School Liaison;
- B. Employee desires to be employed by District in the position of Indian Home School Liaison;
- C. The parties desire to set forth and describe the terms and conditions of the employment relationship.

NOW, THEREFORE, FOR THE REASONS SET FORTH ABOVE AND IN CONSIDERATION OF THE MUTUAL COVENANTS AND PROMISES OF THE PARTIES HERETO, THE PARTIES COVEANT AND AGREE, AS FOLLOWS:

I. EMPLOYMENT – TITLE

The District agrees to employ Employee in the position of Indian Home School Liaison and Employee agrees to accept employment in that position. It is expressly understood and agreed by the parties that Employee’s position is considered to be an at-will position. Further, it is understood and acknowledged that Employee regularly exercises discretion and independent judgment in the performance of the duties.

II. DURATION

This Agreement is for a term commencing on the 28th day of February, 2022, and ending on the 31st day of August, 2023. This contract shall automatically terminate and become of no effect on August 31, 2023, unless otherwise renewed or extended by the parties.

Either party may terminate this agreement for any reason upon written notice to the other party.

III. DUTIES

(1) During employment with District, the Employee's job duties and responsibilities shall be those identified in the Job Description and Requirements set forth in Exhibit A, which is attached hereto and made a part hereof by this reference; and those specific duties which from time-to-time are given by the School Principals or Assistant Principal. The job duties and responsibilities may be modified at any time at the District's sole discretion.

(2) In addition to providing services to the District, Employee will provide services to Independent School District No. 695, Chisholm ("Chisholm District") as assigned by the District. The District will separately invoice the Chisholm District for these services. It is understood that the Chisholm District will reimburse the District for twenty five percent (25%) of Employee's wages and benefits based in exchange for ten hours of services per week. If the Chisholm District's need for Indian home school liaison services is reduced, the District will reduce Employee's hours.

IV. COMPENSATION

During the time of this Agreement, beginning on the 28th day of February, 2022, the District will pay Employee \$30.50 per hour. Payday will be on the 15th and the last day of each month, except that when the 15th and last day of the month fall on a Saturday or Sunday, payday will be the previous Friday. If a payday falls on a holiday, payday will be the preceding day.

V. HEALTH INSURANCE

(1) Health Insurance: Employee will have the option to select a health insurance plan available from the District's insurance program. The District will pay sixty five percent (65%) of the District's contribution to the premium, provided that Employee works 40 hours per week. The District's premium contribution will be pro-rated if the employee works less than 40 hours a week. The selection of the health insurance carrier and policy shall be made by the District as provided by law.

(2) Dental Insurance: Employee will have the option to select a dental insurance plan available from the District's insurance program. The District will pay sixty five percent (65%) of the District's contribution of the premium, provided that Employee 40 hours a week. The District's premium contribution will be pro-rated if the employee works less than 40 hours a week. The selection of the dental insurance carrier and policy shall be made by the District as provided by law.

VI. HOURS OF SERVICE AND DUTY YEAR

Employee will work a regular school calendar schedule of five days per week, up to eight-hours a day, Monday through Friday with a duty free 30-minute unpaid lunch. The duty day hours at any individual building and program may vary according to the needs of the educational program of the District. The duty day for the employee will be designated by the principals.

VII. MISCELLANEOUS PROVISIONS


A. Severability: If any provision, paragraph, or subparagraph of this Agreement is adjudged by any court, arbitrator, or tribunal to be void or unenforceable in whole or in part, such adjudication will not affect the validity of the remainder of the Agreement, including any other provision, paragraph or subparagraph. Each provision, paragraph, and subparagraph of this Agreement is separable from every other provision, paragraph, and subparagraph, and constitutes a separate and distinct covenant.

B. Non-Assignability: Neither Party has the right to assign or transfer any of the rights or obligations under this Agreement.

C. Complete Understanding: This instrument contains the entire agreement between the parties, and any statements, promises, or inducements made by either party or agent of either party that are not contained in this written Agreement shall not be valid or binding.

D. Extensions or Modifications to Agreement: Any extensions of or modifications to this Agreement, or to any provision contained herein, must be in writing; approved by vote of the District's School Board; and must be signed and executed in the same fashion as this Agreement.

Date: 2-2-2022



Charles Wagner

**INDEPENDENT SCHOOL
DISTRICT # 701**

Date: 2/9/22

By John Berklach
Chair

Date: 2/9/2022

By Marge Martin
Clerk

Indian Home School Liaison - ISD 695 Cost

<u>Hourly Rate</u>	<u>Weekly Hours</u>	<u>Annual Weeks</u>	<u>Annual Wage</u>
\$30.50	40	36	\$ 43,920.00
			<u>FICA</u>
			\$ 3,359.88
			<u>PERA</u>
			\$ 3,294.000
<u>District Health</u>	<u>Contract</u>	<u>Monthly</u>	<u>Annual Health</u>
\$871.44	District Pays 65%	\$566.44	\$6,797.23
<u>District Dental</u>	<u>Contract</u>	<u>Monthly</u>	<u>Annual Dental</u>
\$10.00	District Pays 65%	\$6.50	\$78.00
		Annual Cost	\$ 57,449.11
		Chisholm Share Based on 10 Hours/Week	\$ 14,362.28
		Monthly Invoice	\$ 1,196.86
		Through August 31, 2022	

At the Independent School District No. 695 Board meeting held on February 14, 2022, in the Chisholm Public Schools Board Room, Director _____ offered the following Resolution and moved its adoption;

RESOLUTION NO. 22-02-14

RESOLUTION ACCEPTING \$100.00 DONATION FROM SCHWEITZER ENGINEERING LAB TO SUPPORT THE HIGH SCHOOL MATH AND SCIENCE PROGRAMS.

RESOLUTION ACCEPTING \$50.00 DONATION FROM THE CHISHOLM CHAMBER OF COMMERCE TO SUPPORT THE KEY CLUB.

RESOLUTION ACCEPTING WINTER CLOTHING DONATION FROM THE UNITED WAY TO SUPPORT THE STUDENTS IN NEED.

RESOLUTION ACCEPTING \$200.00 DONATION FROM DETROIT DIESEL REMANUFACTURING LLC TO SUPPORT THE CHISHOLM HIGH SCHOOL TEACHER'S FUND.

RESOLUTION ACCEPTING \$2,500.00 DONATION FROM DETROIT DIESEL REMANUFACTURING LLC TO SUPPORT THE ROBOTICS TEAM.

RESOLUTION ACCEPTING \$500.00 DONATION FROM DETROIT DIESEL REMANUFACTURING LLC TO SPONSOR THE ROBOTICS CLUB.

Independent School District No. 695 must accept donations by way of a Resolution.

IT IS HEREBY RESOLVED by Independent School District No. 695 to accept the above list of donations.

The motion to adopt the foregoing Resolution was duly supported by Director _____, and upon being put to a vote, carried as follows:

FOR ADOPTION: Director
 Director
 Director
 Director
 Director
 Director

ABSTAINING:

AGAINST ADOPTION:

ABSENT:

Passed and adopted this 14th day of February 2022.

BY ORDER OF THE SCHOOL BOARD

School District Clerk

Chisholm Public Schools

ISD 695 22-23

- Open House
- First/Last day students
- Early Release
- School Closed/Holiday
- Last day of Quarter
- No students/Teacher Inservice
- Teacher Conferences/No Students

Aug

3						
Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Sept

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Oct

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Nov

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Dec

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Jan

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- Term 1 Sept 6-Nov 4 (42 days)
- Term 2 Nov 7-Jan 20 (40 days)
- Term 3 Jan 23-March 31 (46 days)
- Term 4 April 3-June 1 (43 days)

Feb

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

March

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			



This Letter of Understanding is entered into between the Chisholm Schools (hereafter "Employer") and AFSCME, AFL-CIO, Local 536 (hereafter "Union") representing the employees of AFSCME Non-Certified Staff.

WHEREAS: The employer currently has a vacancy in the Chief Boiler Operator in charge; and

WHEREAS: For the duration of the search and time needed to find a qualified candidate the duties of this position have been reassigned to existing staff in other job descriptions; and

WHEREAS: This is a temporary situation only in effect until the position it is filled ;and

WHEREAS: Both the union and employer wish to ensure those doing the work are fairly compensated ;

NOW THEREFORE: The Employer and the Union agree it is necessary to outline the terms and conditions of monthly compensation for individuals performing added duties:

Chief Duties: \$500.00 per month Pool Maintenance: \$100.00

Asst Chief Duties: \$250.00

BE IT FURTHER RESOLVED: The terms and conditions agreed to in this Letter of Understanding shall be incorporated into the Labor Agreement when contract negotiations are finalized and shall expire upon hire of a new Chief Boiler;

FINALLY, This Letter of Understanding represents the full and complete agreement between the parties regarding this matter. The provisions of this LOU do not modify the parties Labor Agreement, but instead are in addition to the existing provisions. All other provisions of the collective bargaining agreement continue to apply.

DATED THIS _____ of _____, 2022.

FOR THE EMPLOYER

FOR THE UNION

Board Chair

Local President

Superintendent

Labor Representative



Date: January 31, 2022
Site Visit: 6

Your District recently had a site visit completed by IEA. Please see below for the progress of the tasks and IEA's notes from the visit. Please contact us with any questions.

Follow-up Items:

- Based on the Science Safety Checklist, IEA recommends the following:
 - Chemical Storeroom – All containers must be properly labeled to identify the contents
 - Chemical Storeroom – Open beaker with chemical residue should be disposed of properly
 - SOPs should be available for each chemical on the excessive risk list. *IEA reviewed the list with the CHO, Rachel Maki.*
- Based on the Eyewash Evaluation, IEA recommends the following:
 - In the Boiler Room the water pressure at the eyewash was low. IEA recommends cleaning the station's nozzles and ensuring water pressure is adequate.
 - In the High School Wood Shop and Bus Garage IEA recommends regularly cleaning/wiping the station to keep it clean and free of debris.
- Based on the Hazardous Waste Evaluation, IEA recommends keeping containers of used oil and antifreeze fully closed in the Bus Garage.
- Based on the recently completed IAQ Walkthrough at the Chisholm High School, IEA found classrooms 204 and 208 to have CO2 levels above that threshold and recommends that follow-up take place to assess the ventilation.
- Based on the recently completed Walking/Working Surfaces assessment at the Chisholm High School, IEA recommends the following:
 - Welding Shop – Equipment is blocked by items on the floor.
 - Parking Lot Walkway – Sand or salt the sloped walkway to avoid slips and falls.
 - Entrances – Shovel and sand or salt the exterior of entrances 2, 3, 4, and 4A to create easy exit and to prevent slips and falls

IAQ Walkthrough

IEA completed the annual IAQ walkthrough of Chisholm Elementary School and Vaughan-Steffensrud Elementary School. A report was developed, including air readings and observations and was sent to the District for review.

Due to the pandemic, we should be paying close attention to any elevated carbon dioxide (CO2) levels, as it may be an indicator of poor ventilation function. Minnesota Department of Health is recommending that CO2 levels be maintained below 800 parts per million in high occupancy rooms.



Taylor Dickinson, CSP • Virginia & Brainerd Regional Manager
5525 Emerald Avenue Mountain Iron, Minnesota 55768
(218) 410-9521 • (800) 233-9513
Taylor.Dickinson@ieasafety.com

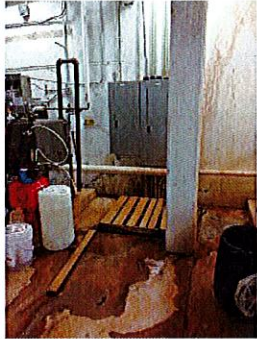
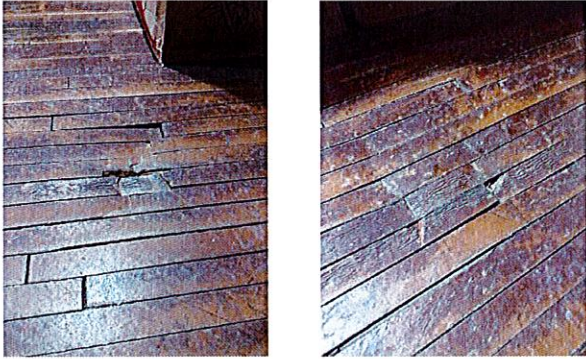
IEA found the following classrooms to have CO2 levels above that threshold and recommends that follow-up take place to assess the ventilation:

Building & Room Number	CO2 Level
VS Elementary - Room 4	925
VS Elementary - Room 27	994
Chisholm Elementary - Room 204	827
Chisholm Elementary - Room 303	891
Chisholm Elementary - Room 304	1,254

Walking/Working Surface Inspection




Updated OSHA regulations require employers to periodically conduct inspections of their walking and working surfaces. IEA completed a walking/working surface inspection of Chisholm Elementary School building and VS Elementary School building.

The following items were observed as hazards during the inspection:

	<ul style="list-style-type: none"> VS Elementary School Boiler Room: A pallet is used to elevate people out of the water on the floor while accessing the panel. Repair the issue of the boiler room floor always being wet and/or make a permanent solution in front of panel, such as an elevated concrete slab.
	<ul style="list-style-type: none"> Chisholm Elementary hall to Boiler Room: Damaged wood flooring is presenting a tripping hazard. Fill in the holes and/or mark them.



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	<ul style="list-style-type: none">• Water is leaking onto the stairs from the boiler room. IEA recommends fixing source of the leak.
	<ul style="list-style-type: none">• Stairway to fourth floor in Chisholm Elementary School has loose, peeling tiles that could pose a trip hazard. IEA recommends replacing loose tiles.
	<ul style="list-style-type: none">• An electrical panel in the boiler room is covered with plastic. There is evidence of a leak coming from above the panel. A light cover and the black plastic were used to stop the leak, which reportedly caused the boilers to shut down. IEA recommends finding a permanent solution to fix the leak.

IEA will print and file the inspection report in the Fall Protection and Prevention management plan at an upcoming site visit.

Management Plan Organization

IEA filed numerous assessments and updates within the corresponding management plans.

February 14, 2022

SCHOOL	EC	PK-3	PK-4	KGN	1ST	2ND	3RD	4TH	5TH	6TH	7TH	8TH	9TH	10TH	11TH	12TH	TOTAL
High School																	
Feb. 14											66	65	64	50	44	39	328
Jan. 24											66	66	62	51	45	39	329
Jan. 10											67	66	63	51	45	39	331
Dec. 13											68	66	63	51	45	39	332
Nov. 22											68	66	63	52	45	41	335
Elementary																	
Feb. 14								38	47	42							127
Jan. 24								38	45	42							125
Jan. 10								37	45	44							126
Dec. 13								37	44	44							125
Nov. 22								38	44	44							126
Vaughan																	
Feb. 14	28	18	17	43	49	44	48										247/184
Jan. 24	28	17	18	41	50	43	51										247/185
Jan. 10	29	16	17	42	49	43	51										247/185
Dec. 13	29	11	17	41	49	42	51										240/183
Nov. 22	34	11	17	41	49	42	51										245/183
Total																	
Feb. 14																	702/639
Jan. 24																	701/639
Jan. 10																	704/642
Dec. 13																	697/640
Nov. 8																	756/653
