

**INTERMEDIATE SCHOOL DISTRICT 917  
IN DAKOTA COUNTY**

**REGULAR SCHOOL BOARD MEETING**

**Tuesday, December 3, 2013**

**AGENDA:**

- I. **Call to Order - Chair Lewis**
- II. **Conduct Pledge of Allegiance - Chair Lewis**
- III. **Visitors opportunity to be heard - Chair Lewis**
- IV. **Additions to the agenda - Chair Lewis**
- V. **Good News Report - Directors**
- VI. **Consent Items - Chair Lewis**
  - A. Minutes, November 5, 2013, Regular School Board Meeting 2
  - B. Personnel Considerations 4
- VII. **Donations - Chair Lewis**
  - A. Resolution Approving Donations 10
- VIII. **Business Manager's Report - Nicolle Roush**
  - A. Review and Approve Payment of Bills 11
  - B. Review and Approve Wire Transfers 18
  - C. Review and Approve Investment Report 23
- IX. **Reports**
  - A. Intermediate School District 917 Employee and Teacher of the Fall Quarter - Melissa Schaller
- X. **Old Business**
  - A. Strategic Directives - John Christiansen 24
- XI. **New Business**
  - A. Consideration of Resolution Recognizing Arlene Bush's Service to ISD 917 - John Christiansen 37
- XII. **School Board Updates from Member Districts**
- XIII. **Adjournment**

**SCHOOL BOARD CALENDAR INFORMATION SCHOOL BOARD CALENDAR INFORMATION**

December 24-25, 2013 - Closed for Holiday Break

January 1, 2014 - Closed for New Year's Day

January 7, 2014 - 5:15 PM, School Board Meeting, 917 Board Room

January 21, 2014 - 4:00 PM, School Board Work Session

## INTERMEDIATE SCHOOL DISTRICT 917

A School Board Meeting of the Intermediate School District 917 School Board was held on Tuesday, November 5, 2013, at 1300 145<sup>th</sup> Street East, Rosemount, MN 55068.

**Members Present:** Arlene Bush, Ron Hill, Jill Lewis, Bob Erickson, Vanda Pressnall, Tom Ryerson, Melissa Sauser, and ex-officio member Superintendent John Christiansen.

**Members Absent:** Deb Clark, Dan Cater

**Also Present:** Nicolle Roush, Eric Van Brocklin, Melissa Schaller, Jim Eichten, Barb Duffrin, and Linda Berg

School Board Chair Jill Lewis called the meeting to order at 4:30 PM.

The Pledge of Allegiance was conducted.

There were no visitors to be heard.

The good news reports were presented.

1. Motion by Ron Hill, seconded by Arlene Bush, to approve the consent items, as presented. All present voted aye. Motion carried.
  - **Minutes:** October 1, 2013, Regular School Board Meeting
  - **Personnel:** *New Hires:* Alexandra O'Dowd-Mallam, Classroom Assistant, effective November 4, 2013. Emily Jenkins, Classroom Assistant, effective October 21, 2013. Amy Riesgraf, Classroom Assistant, effective September 30, 2013. Anjana Silwal, Classroom Assistant, effective September 30, 2013. Rachel Schindler, Classroom Assistant, effective October 7, 2013. Latisha Torres, Classroom Assistant, effective October 14, 2013 (from Student Assistant to Classroom Assistant). Jacob Van Allen, Classroom Assistant, effective October 23, 2013. Marissa Vossen, Classroom Assistant, effective September 30, 2013. Tanner Walters, Classroom Assistant, effective October 28, 2013. *Change in Status:* Carrie Swanson, Program Assistant, maternity leave of absence effective on or about November 13, 2013, with a return date on or about January 2, 2014. *Resignations and terminations:* Theresa Allen, Program Assistant, effective October 24, 2013. Brittany Gomez-Matos, Classroom Assistant, effective October 22, 2014. Cheikh Sonko, Classroom Assistant, effective November 11, 2013.
2. Board Member Tom Ryerson introduced the following resolution: Resolution to Accept Donations as follows: \$1115 from the Karen O'Brien Trust Fund to help benefit the programs of ISD 917 from Amy O'Brien of Farmington, MN; C-Swing to the ISD 917 program to be used by the students in the DASH/PACE Program from Rhonda Lord of Farmington, MN; \$250 to the TSA Program to be used by the students for events and activities from Gemini Incorporated of Cannon Falls, MN; \$2,241 books to the Alliance Education Center as an Eagle Scout service project from Jaron Kittelson, Eagle Scout, Woodbury, MN. The motion for the adoption of the foregoing resolution was duly seconded by – Bob Erickson and upon vote being taken thereon, the following voted in favor thereof: Arlene Bush, Bob Erickson, Jill Lewis, Vanda Pressnall, Ron Hill, Melissa Sauser, Tom Ryerson, and the following voted against the same: non. Whereupon said resolution was duly passed and adopted. (Addendum A.)

3. Motion by Vanda Pressnall, seconded by Bob Erickson, to approve the bills from September 15, 2013, to October 29, 2013, as presented by the Business Manager. All present voted aye. Motion carried.
4. Motion by Ron Hill, seconded by Tom Ryerson, to approve the wire transfers as presented by the Business Manager. All present voted aye. Motion carried.
5. Motion by Bob Erickson, seconded by Arlene Bush, to approve the Investment Report for the month of September, 2013, as presented by the Business Manager. All present voted aye. Motion carried.

Bob Erickson had a discussion on various investment options.

6. Jim Eichten of MMKR reported to the School Board on the Audit for 2012-2013.
7. Motion by Bob Erickson, seconded by Ron Hill, to accept the Management, Financial and Extra-Curricular Student Activity Reports for 2012-2013 as presented. (Addendum B.) All present voted aye. Motion carried.

Nicolle Roush said she was very impressed with her staff and their watchful eye. Bob Erickson gave a bravo to the business office for having a decline in revenue and having expenses less than budgeted.

8. Motion by Vanda Pressnall, seconded by Arlene Bush, to approve the Contract between Dakota County and 917 for Facilitation and Coordination for the Community Transition Interagency Committee (CTIC) as presented. (Addendum C.) All present voted aye. Motion carried.
9. Motion by Melissa Sauser, seconded by Tom Ryerson, to approve switching carriers to Kansas City Life Insurance for ISD 917's Life, AD&D and LTD group insurance policies effective January 1, 2014, as presented. (Addendum D.) All present voted aye. Motion carried.
10. Motion by Tom Ryerson, seconded by Vanda Pressnall, to adjourn the meeting. All present voted aye. Motion carried.

There being no further business the meeting adjourned at 5:49 P.M.

The next regular School Board Meeting will be Tuesday, December 3, 2013, in the 917 Board Room at Dakota County Technical College.

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Clerk

**SUMMARY OF PERSONNEL ITEMS RECOMMENDED  
FOR ACTION AT BOARD MEETING OF DECEMBER 3, 2013**

**NEW HIRES:**

Alexander Harreld, Classroom Assistant, effective November 11, 2013.

**CHANGE IN STATUS:**

Rhiannon Colling, Mental Health Practitioner, medical leave of absence effective November 8, 2013, with a return date of December 6, 2013.

Meghan Dobson, Special Education Teacher, child care leave of absence effective on or about February 18, 2014, with a return date on or about March 31, 2014.

Melissa Stock, English/Communications Teacher, child care leave of absence effective on or about May 5, 2014, through June 6, 2014.

**RESIGNATIONS & TERMINATIONS:**

Aaron Hamilton, Program Assistant, effective November 27, 2013.

Anna Kalmi, Program Assistant, effective December 3, 2013.

Kendra Kimlinger, Program Assistant, effective November 27, 2013.

To Bd 12/3/13

**DISTRICT 917 CANDIDATE SUMMARY--EMPLOYMENT RECOMMENDATION**

DATE: November 13, 2013	Teaching Licenses Held:
NAME: Alexander Harreld	
Position: Classroom Assistant	
College:    Secondary:    Special Education: x    District:	Recommended Salary : \$15.99 hourly
	Employment Date: 11/11/13

**Education:**

	Institution	Graduated (yes or no)	Major	Degree/Diploma
High School	Irondale High	Yes	Generals	Diploma
Technical College				
College	University of Wisc.	Yes	Sociology	BS
Other				

**Business/Industry Work Experience:**

Employer (most recent first)	From	To	Position/Responsibilities
YMCA Camp Ihduhapi	5/13	8/13	Overnight Camp Counselor
Running Rebels Community Org.	1/13	5/13	Intern/Tutoring

Total Years Business/Industry Work Experience 8 mths

**Teaching Experience:**

Employer (most recent first)	From	To	Position/Responsibilities

**Remarks:**

Alexander will be a classroom assistant in the TEA Program located in Apple Valley.

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**ADDENDUM TO**  
**SUMMARY OF PERSONNEL ITEMS RECOMMENDED**  
**FOR ACTION AT BOARD MEETING OF DECEMBER 3, 2013**

**NEW HIRES:**

Samuel Betterley, Program Assistant, effective December 2, 2013.

Kayla Nelson, Classroom Assistant, effective November 25, 2013.

Stephanie Strouth, Classroom Assistant, effective December 3, 2013.

**RESIGNATIONS & TERMINATIONS:**

Travis Nowlan, Classroom Assistant, effective November 26, 2013.

To Bd 12/2/13

**DISTRICT 917 CANDIDATE SUMMARY--EMPLOYMENT RECOMMENDATION**

DATE: November 27, 2013	Teaching Licenses Held:
NAME: Samuel Betterley	
Position: Program Assistant	
College:    Secondary:    Special Education: <input checked="" type="checkbox"/> District:	Recommended Salary : \$16.37 hourly
	Employment Date: 12/2/13

**Education:**

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Northfield Sr. High	Yes	Generals	Diploma
Technical College				
College	University of WI	Yes	Biology	B.S.
Other				

**Business/Industry Work Experience:**

Employer (most recent first)	From	To	Position/Responsibilities
Lifetime Fitness	3/13	Current	Aquatics Supervisor
Wisconsin Dept. of Natural Res.	4/12	3/13	Water Resources Specialist
Stevens Point YMCA	1/11	3/13	Swim Coach

Total Years Business/Industry Work Experience 3 yrs

**Teaching Experience:**

Employer (most recent first)	From	To	Position/Responsibilities

**Remarks:**

Samuel will be a program assistant in the IDEA Program at Alliance replacing Kendra Kimlinger.

To Bd: 11/21/13

**DISTRICT 917 CANDIDATE SUMMARY--EMPLOYMENT RECOMMENDATION**

DATE: December 2, 2013	Teaching Licenses Held:
NAME: Kayla Nelson	
Position: Classroom Assistant	
College:    Secondary:    Special Education: <input checked="" type="checkbox"/> District:	Recommended Salary : \$15.99 hourly
	Employment Date: 11/25/13

**Education:**

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Prior Lake High	Yes	Generals	Diploma
Technical College				
College				
Other				

**Business/Industry Work Experience:**

Employer (most recent first)	From	To	Position/Responsibilities
Playworks Daycare	2007	Current	Aide/Provider

Total Years Business/Industry Work Experience 6

**Teaching Experience:**

Employer (most recent first)	From	To	Position/Responsibilities

**Remarks:**

Kayla will be a classroom assistant in the SUN Program at Cedar School.

70 Rd 12/3/13

**DISTRICT 917 CANDIDATE SUMMARY--EMPLOYMENT RECOMMENDATION**

DATE: December 2, 2013	Teaching Licenses Held:
NAME: Stephanie Strouth	
Position: Classroom Assistant	
College:    Secondary:    Special Education: x    District:	Recommended Salary : \$15.99 hourly
	Employment Date: 12/3/13

**Education:**

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Faribault Sr. High	Yes	Generals	Diploma
Technical College				
College				
Other				

**Business/Industry Work Experience:**

Employer (most recent first)	From	To	Position/Responsibilities
Faribault Middle School	9/08	2/12	Paraprofessional
Rice County Activity Center	10/12	8/13	Consumer Care Giver
Rust Consulting/Prostaff	9/13	Current	Data Entry

**Total Years Business/Industry Work Experience 5**

**Teaching Experience:**

Employer (most recent first)	From	To	Position/Responsibilities

**Remarks:**

Stephanie will be a classroom assistant in the SUN Program located at Alliance Education Center.

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# Intermediate School District #917 School Board

## Resolution to Accept Donations

Board member \_\_\_\_\_ introduced the following Resolution:

RESOLVED, that the School Board of Intermediate School District 917 accept the following donations, as indicated below, in the amount of \$855.00.

1. Donation of \$30 to the PD Works Program, from Bob Delich of Apple Valley, who lost his wallet and had it returned by the students. The money will be used to purchase supplies for PD Works.
2. Donation of automotive fenders (value of \$800) from Loren Malecha of LKQ Viking Auto Salvage, Northfield, to the Secondary Autobody and Career Exploration Programs. The fenders will allow the students to practice estimating, painting, dent repair and welding applications.
3. Donation of \$25 from Great Moon Buffet of West St. Paul for the DCALS-North Program to benefit the programs of ISD 917.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_, and upon vote being taken thereon, the following voted in favor thereof:

And the following voted against the same: none.

Whereupon said resolution was declared duly passed and adopted.

Date Board Approved: December 3, 2013

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
315496	S	\$738.36	10/31/13	40072	0	AFLAC	OUTSTANDING
315497	S	\$1322.95	10/31/13	40022	0	AXA EQUITABLE LIFE INS CO	OUTSTANDING
315498	S	\$1133.39	10/31/13	21866	0	DAKOTA COUNTY TECH COLLEGE	OUTSTANDING
315499	S	\$6403.49	10/31/13	40016	0	EDUCATION MINNESOTA, LOCAL 3904	OUTSTANDING
315500	S	\$4681.58	10/31/13	23026	0	EDUCATION MN ESI BILLING TRUST	OUTSTANDING
315501	S	\$4480.60	10/31/13	40060	0	FIDELITY INVSTMT TAX-EX SVC CO	OUTSTANDING
315502	S	\$1512.57	10/31/13	40021	0	ING LIFE INSURANCE	OUTSTANDING
315503	S	\$83.87	10/31/13	23897	0	LOFFSTROM LAW FIRM, LLC	OUTSTANDING
315504	S	\$429.00	10/31/13	40058	0	MN DEPT OF REVENUE(C)	OUTSTANDING
315505	S	\$542.06	10/31/13	40017	0	O.P.E.I.U., LOCAL 12	OUTSTANDING
315506	S	\$267.16	10/31/13	23901	0	OFFICE OF THE ATTORNEY GENERAL	OUTSTANDING
315507	S	\$149.44	10/31/13	23972	0	RELATED SERVICES NURSES ESP	OUTSTANDING
315508	S	\$2305.34	10/31/13	40018	0	S.E.P., LOCAL 4242	OUTSTANDING
315509	S	\$1912.10	10/31/13	40071	0	WADDELL & REED INC	OUTSTANDING
315510	S	\$28.25	10/31/13	17397	0	409-PRAXAIR DISTRIBUTION INC	OUTSTANDING
315511	S	\$263.00	10/31/13	12615	0	ABLENET INC.	OUTSTANDING
315512	S	\$395.40	10/31/13	22200	0	ADT SECURITY	OUTSTANDING
315513	S	\$30.81	10/31/13	22907	0	AMSAN BRISSMAN-KENNEDY	OUTSTANDING
315514	S	\$253.80	10/31/13	17169	0	BARNES & NOBLE	OUTSTANDING
315515	S	\$8237.75	10/31/13	18827	1	BESTER BROS	OUTSTANDING
315516	S	\$505.00	10/31/13	23899	0	BRAINPOP LLC	OUTSTANDING
315517	S	\$570.00	10/31/13	23616	0	BRIH DESIGN, LLC	OUTSTANDING
315518	S	\$333.00	10/31/13	22724	0	BUG BUSTERS, INC	OUTSTANDING
315519	S	\$71.00	10/31/13	22705	0	BUG BUSTERS, INC.	OUTSTANDING
315520	S	\$1301.63	10/31/13	16141	0	CARQUEST AUTO PARTS STORES	OUTSTANDING
315521	S	\$341.00	10/31/13	21284	0	CEC	OUTSTANDING
315522	S	\$99.99	10/31/13	19803	0	CENTERPOINT ENERGY	OUTSTANDING
315523	S	\$231.27	10/31/13	21674	1	CENTURYLINK	OUTSTANDING
315524	S	\$15.11	10/31/13	21674	2	CENTURYLINK	OUTSTANDING
315525	S	\$2972.33	10/31/13	22698	0	CORPORATE HEALTH SYSTEMS	OUTSTANDING
315526	S	\$332.84	10/31/13	23290	0	CROWN RENTAL	OUTSTANDING
315527	S	\$744.51	10/31/13	16244	3	CUB FOODS	OUTSTANDING
315528	S	\$240.96	10/31/13	22238	1	DISCOUNT SCHOOL SUPPLY	OUTSTANDING
315529	S	\$342.96	10/31/13	08436	0	ELDRED, PATRICIA ANN	OUTSTANDING
315530	S	\$285.80	10/31/13	20307	1	ENABLING DEVICES/TOYS FOR SPEC CHILD	OUTSTANDING
315531	S	\$248.15	10/31/13	23880	0	ESPECIAL NEEDS, LLC	OUTSTANDING
315532	S	\$18.95	10/31/13	07278	0	FLAGHOUSE	OUTSTANDING
315533	S	\$156.00	10/31/13	23791	0	FREEDOM CONCEPTS INC	OUTSTANDING
315534	S	\$1176.01	10/31/13	03079	0	FRONTIER COMMUNICATIONS	OUTSTANDING
315535	S	\$1141.04	10/31/13	22631	0	GOVCONNECTION	OUTSTANDING
315536	S	\$75.00	10/31/13	40075	0	HITESMAN & WOLD, PA	OUTSTANDING
315537	S	\$2842.92	10/31/13	06998	1	HOUGHTON MIFFLIN	OUTSTANDING
315538	S	\$102.45	10/31/13	22975	0	INDEPENDENT LIVING AIDS, INC	OUTSTANDING
315539	S	\$1272.68	10/31/13	23297	0	INNOVATIVE OFFICE SOLUTIONS	OUTSTANDING
315540	S	\$239.84	10/31/13	23024	0	ISOKINETICS INC	OUTSTANDING
315541	S	\$664.40	10/31/13	23090	0	KNG INTERNATIONAL	OUTSTANDING
315542	S	\$15.50	10/31/13	24024	0	LOUISIANA VITAL RECORDS	OUTSTANDING
315543	S	\$347.68	10/31/13	23568	0	MEDI-CAR	OUTSTANDING
315544	S	\$40.00	10/31/13	07926	2	METRO ECSU	OUTSTANDING
315545	S	\$158.78	10/31/13	22657	15	MN DEPT OF EDUCATION	OUTSTANDING
315546	S	\$1880.47	10/31/13	20568	1	OFFICE DEPOT	OUTSTANDING
315547	S		10/31/13	20568	0	UNISSUED	UNISSUED

CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK  
 DATE RANGE: 10/29/13 - 11/26/13

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
315548	S	\$1268.82	10/31/13	20868	0	OFFICE OF ENTERPRISE TECHNOLOGY	OUTSTANDING
315549	S	\$682.50	10/31/13	22654	0	PEARSON ASSESSMENTS/NCS PEARSON	OUTSTANDING
315550	S	\$61.60	10/31/13	06806	0	PRO-ED	OUTSTANDING
315551	S	\$5577.24	10/31/13	23677	0	PROFESSIONAL CRISIS MANAGEMENT ASSOCIATION	OUTSTANDING
315552	S	\$4854.28	10/31/13	23874	0	REINHART FOODSERVICE, LLC	OUTSTANDING
315553	S	\$772.56	10/31/13	13162	2	SCHOLASTIC, INC	OUTSTANDING
315554	S	\$259.86	10/31/13	20620	3	SCHOOL SPECIALTY INC	OUTSTANDING
315555	S	\$675.00	10/31/13	29865	0	SKILLSUSA MINNESOTA	OUTSTANDING
315556	S	\$3764.79	10/31/13	15713	0	SOUTHPAW ENTERPRISES	OUTSTANDING
315557	S	\$863.48	10/31/13	13704	0	SYSCO MINNESOTA	OUTSTANDING
315558	S	\$8042.60	10/31/13	23942	0	TEACHERS ON CALL	OUTSTANDING
315559	S	\$48.85	10/31/13	23894	0	THE HAPPY CHEF INC	OUTSTANDING
315560	S	\$175.00	10/31/13	23595	0	THE MCDOWELL AGENCY, INC	OUTSTANDING
315561	S	\$29.65	10/31/13	23433	0	THE MOOG CENTER FOR DEAF EDUCATION	OUTSTANDING
315562	S	\$6397.00	10/31/13	00643	0	TIES	OUTSTANDING
315563	S	\$1424.00	10/31/13	23814	0	TRIG LIFE SERVICES	OUTSTANDING
315564	S	\$123.78	10/31/13	20999	3	VERIZON WIRELESS	OUTSTANDING
315565	S	\$93.00	10/31/13	21953	0	WEST MUSIC	OUTSTANDING
315566	S	\$962.32	11/06/13	23725	0	ADVANCED IMAGING SOLUTIONS	OUTSTANDING
315567	S	\$499.36	11/06/13	00623	0	ALLIED WASTE SERVICES	OUTSTANDING
315568	S	\$1528.43	11/06/13	22907	0	AMSAN BRISSMAN-KENNEDY	OUTSTANDING
315569	S	\$2829.00	11/06/13	19645	0	APPLE COMPUTER, INC	OUTSTANDING
315570	S	\$65.85	11/06/13	23268	0	APPOLLO SECURITY INC.	OUTSTANDING
315571	S	\$78.74	11/06/13	16141	0	CARQUEST AUTO PARTS STORES	OUTSTANDING
315572	S	\$73.85	11/06/13	07278	0	FLAGHOUSE	OUTSTANDING
315573	S	\$113.41	11/06/13	23285	0	FRESHWATER SOCIETY	OUTSTANDING
315574	S	\$533.44	11/06/13	23519	0	GLOVE NATION	OUTSTANDING
315575	S	\$30.00	11/06/13	24025	0	HENRY SIBLEY SADD	OUTSTANDING
315576	S	\$2069.73	11/06/13	15500	6	IND SCH DIST 196	OUTSTANDING
315577	S	\$3673.60	11/06/13	21007	0	INT SCH DIST 287	OUTSTANDING
315578	S	\$376.54	11/06/13	18781	1	KAPLAN EARLY LEARNING COMPANY	OUTSTANDING
315579	S	\$1250.00	11/06/13	23320	0	KAREN CASS FELLING, M.A., LP	OUTSTANDING
315580	S	\$100.00	11/06/13	23195	0	KELLY ELECTRIC INC	OUTSTANDING
315581	S	\$363.00	11/06/13	22778	0	LOFFLER BUSINESS SYSTEMS	OUTSTANDING
315582	S	\$79.00	11/06/13	22296	0	MACMH (MN ASSOC FOR CHILDREN'S MENTAL HLTH)	OUTSTANDING
315583	S	\$144.00	11/06/13	22619	2	MN FCCLA-HERO	OUTSTANDING
315584	S	\$118.92	11/06/13	00227	0	NASCO	OUTSTANDING
315585	S	\$348.75	11/06/13	23690	0	OUTDOOR IMAGES, INC	OUTSTANDING
315586	S	\$487.50	11/06/13	23915	0	PEDIATRIC HOME SERVICE	OUTSTANDING
315587	S	\$130.86	11/06/13	20620	3	SCHOOL SPECIALTY INC	OUTSTANDING
315588	S	\$139.19	11/06/13	10981	0	TARGET BANK	OUTSTANDING
315589	S	\$8000.14	11/06/13	23942	0	TEACHERS ON CALL	OUTSTANDING
315590	S	\$2000.00	11/06/13	29359	4	U.S. BANK	OUTSTANDING
315591	S	\$27.39	11/06/13	14512	2	USA MOBILITY WIRELESS, INC	OUTSTANDING
315592	S	\$401.36	11/06/13	20330	0	WASTE MANAGEMENT	OUTSTANDING
315593	S	\$9437.85	11/06/13	19389	0	WELLS FARGO	OUTSTANDING
315594	S	\$1306.16	11/08/13	23179	0	SCHOOL OUTFITTERS	OUTSTANDING
315595	S	\$15196.08	11/08/13	23942	0	TEACHERS ON CALL	OUTSTANDING
315596	S	\$300.00	11/08/13	23870	0	UNIVERSITY OF OREGON	OUTSTANDING
315597	S	\$1322.95	11/14/13	40022	0	AXA EQUITABLE LIFE INS CO	OUTSTANDING
315598	S	\$1133.22	11/14/13	21866	0	DAKOTA COUNTY TECH COLLEGE	OUTSTANDING
315599	S	\$6403.49	11/14/13	40016	0	EDUCATION MINNESOTA, LOCAL 3904	OUTSTANDING

CHECK #	CHECK # TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADRS #	VENDOR NAME	CHECK STATUS
315600	S	\$4659.70	11/14/13	29026	0	EDUCATION MN ESI BILLING TRUST	OUTSTANDING
315601	S	\$4480.60	11/14/13	40060	0	FIDELITY INSTMT TAX-EX SVC CO	OUTSTANDING
315602	S	\$1512.57	11/14/13	40021	0	ING LIFE INSURANCE	OUTSTANDING
315603	S	\$429.00	11/14/13	40058	0	MN DEPT OF REVENUE (C)	OUTSTANDING
315604	S	\$64.00	11/14/13	21651	0	NCPERS MINNESOTA	OUTSTANDING
315605	S	\$267.16	11/14/13	23901	0	OFFICE OF THE ATTORNEY GENERAL	OUTSTANDING
315606	S	\$149.44	11/14/13	29972	0	RELATED SERVICES NURSES ESP	OUTSTANDING
315607	S	\$2270.35	11/14/13	40018	0	S.E.P., LOCAL 4242	OUTSTANDING
315608	S	\$284.00	11/14/13	40012	0	UNITED WAY, GREATER TWIN CITIES	OUTSTANDING
315609	S	\$1912.10	11/14/13	40071	0	WADDELL & REED INC	OUTSTANDING
315610	S	\$786.40	11/15/13	23203	0	ACCELERATED TECHNOLOGIES	OUTSTANDING
315611	S	\$127.89	11/15/13	23725	0	ADVANCED IMAGING SOLUTIONS	OUTSTANDING
315612	S	\$493.32	11/15/13	23725	1	ADVANCED IMAGING SOLUTIONS	OUTSTANDING
315613	S	\$245.23	11/15/13	00623	0	ALLIED WASTE SERVICES	OUTSTANDING
315614	S	\$465.50	11/15/13	18827	1	BESTER BROS	OUTSTANDING
315615	S	\$486.00	11/15/13	21871	0	C.W. PUBLICATIONS	OUTSTANDING
315616	S	\$35.98	11/15/13	21623	0	CADAN COMPUTERS	OUTSTANDING
315617	S	\$42.68	11/15/13	16244	0	CUB FOODS	OUTSTANDING
315618	S	\$107.58	11/15/13	16244	3	CUB FOODS	OUTSTANDING
315619	S	\$87.02	11/15/13	20406	1	CUB FOODS	OUTSTANDING
315620	S	\$662.04	11/15/13	21866	0	DAKOTA COUNTY TECH COLLEGE	OUTSTANDING
315621	S	\$841.41	11/15/13	02866	0	DAKOTA ELECTRIC ASSN	OUTSTANDING
315622	S	\$331.26	11/15/13	19401	0	DEX MEDIA EAST, INC.	OUTSTANDING
315623	S	\$1681.00	11/15/13	16339	1	DOOR SERVICE CO	OUTSTANDING
315624	S	\$199.80	11/15/13	00096	1	ECM PUBLISHERS/DAKOTA COUNTY TRIBUNE	OUTSTANDING
315625	S	\$226.40	11/15/13	21011	0	ECOLAB EQUIPMENT CARE	OUTSTANDING
315626	S	\$234.02	11/15/13	20307	1	ENABLING DEVICES/TOYS FOR SPEC CHILD	OUTSTANDING
315627	S	\$1949.83	11/15/13	00543	0	GOPHER SPORT	OUTSTANDING
315628	S	\$54.52	11/15/13	07751	1	HASTINGS STAR GAZETTE	OUTSTANDING
315629	S	\$1024.00	11/15/13	40075	0	HITESMAN & WOLD, PA	OUTSTANDING
315630	S	\$23432.41	11/15/13	09592	0	IND SCH DIST 191	OUTSTANDING
315631	S	\$659.40	11/15/13	09592	0	IND SCH DIST 191	OUTSTANDING
315632	S	\$6.25	11/15/13	02162	0	IND SCH DIST 197	OUTSTANDING
315633	S	\$703.25	11/15/13	23297	0	INNOVATIVE OFFICE SOLUTIONS	OUTSTANDING
315634	S	\$2625.00	11/15/13	21007	0	INT SCH DIST 287	OUTSTANDING
315635	S	\$18.15	11/15/13	08517	0	LILLIE SUBURBAN NEWSPAPER, INC	OUTSTANDING
315636	S	\$177.61	11/15/13	22778	1	LOFFLER COMPANIES	OUTSTANDING
315637	S	\$440.29	11/15/13	23917	1	MARCO INC	OUTSTANDING
315638	S	\$6230.34	11/15/13	23917	2	MARCO, INC.	OUTSTANDING
315639	S	\$1898.29	11/15/13	23568	0	MEDI-CAR	OUTSTANDING
315640	S	\$1059.44	11/15/13	14116	0	MENARDS	OUTSTANDING
315641	S	\$2280.00	11/15/13	14116	0	UNISSUED	UNISSUED
315642	S	\$1139.00	11/15/13	22980	0	MINNEAPOLIS PAPER COMPANY	OUTSTANDING
315643	S	\$858.00	11/15/13	21857	2	MN DEPT OF HEALTH	OUTSTANDING
315644	S	\$177.76	11/15/13	23763	0	N2Y INC	OUTSTANDING
315645	S	\$950.78	11/15/13	20568	1	OFFICE DEPOT	OUTSTANDING
315646	S	\$1804.80	11/15/13	22779	0	PHONAK	OUTSTANDING
315647	S	\$76.30	11/15/13	29040	0	SAM'S CLUB	OUTSTANDING
315648	S	\$3511.26	11/15/13	29040	1	SAM'S CLUB	OUTSTANDING
315649	S	\$245.00	11/15/13	15713	0	SOUTHPAW ENTERPRISES	OUTSTANDING
315650	S	\$270.60	11/15/13	23595	0	THE MCDOWELL AGENCY, INC	OUTSTANDING
315651	S	\$270.60	11/15/13	14985	0	THERADAPT PRODUCTS	OUTSTANDING

CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK  
 DATE RANGE: 10/29/13 - 11/26/13

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADRS #	VENDOR NAME	CHECK STATUS
315652	S	\$459.60	11/20/13	1		ADT SECURITY SERVICES	OUTSTANDING
315653	S	\$23552.00	11/20/13	1		AMERICAN COMPENSATION INSURANCE COMPANY	OUTSTANDING
315654	S	\$647.00	11/20/13	0		BLUECROSS BLUESHIELD OF MINNESOTA	OUTSTANDING
315655	S	\$900.00	11/20/13	0		BRADLEY J WING	OUTSTANDING
315656	S	\$427.50	11/20/13	0		BRIH DESIGN, LLC	OUTSTANDING
315657	S	\$465.07	11/20/13	0		CENTERPOINT ENERGY	OUTSTANDING
315658	S	\$4713.89	11/20/13	0		CLEAR CHOICE PROPERTIES LLC	OUTSTANDING
315659	S	\$2640.84	11/20/13	0		CORPORATE HEALTH SYSTEMS	OUTSTANDING
315660	S	\$59.96	11/20/13	0		ECM PUBLISHERS/DAKOTA COUNTY TRIBUNE	OUTSTANDING
315661	S	\$309.00	11/20/13	1		ELLISON EDUCATION	OUTSTANDING
315662	S	\$240.00	11/20/13	0		ESPESETH, JERI	OUTSTANDING
315663	S	\$1989.93	11/20/13	0		FRONTIER COMMUNICATIONS	OUTSTANDING
315664	S	\$926.14	11/20/13	0		GOVCONNECTION	OUTSTANDING
315665	S	\$394.23	11/20/13	0		GOVCONNECTION	OUTSTANDING
315666	S	\$790.88	11/20/13	1		HOBART SERVICE	OUTSTANDING
315667	S	\$3695.34	11/20/13	0		IND SCH DIST # 196	OUTSTANDING
315668	S	\$1586.74	11/20/13	1		IND SCH DIST 192-INSTRUCTIONAL SERVICE CTR	OUTSTANDING
315669	S	\$1281.62	11/20/13	0		IND SCH DIST 200	OUTSTANDING
315670	S	\$580.45	11/20/13	0		INNOVATIVE OFFICE SOLUTIONS	OUTSTANDING
315671	S	\$508.70	11/20/13	0		INT SCH DIST 917-PETTY CASH	OUTSTANDING
315672	S	\$1400.00	11/20/13	0		KARLSBURGER FOODS INC	OUTSTANDING
315673	S	\$39.60	11/20/13	0		MCIS	OUTSTANDING
315674	S	\$5950.00	11/20/13	0		MEDICAREBLUE RX	OUTSTANDING
315675	S	\$103.98	11/20/13	0		MEINKE, STEPHANIE	OUTSTANDING
315676	S	\$258.60	11/20/13	0		MICRON CPG	OUTSTANDING
315677	S	\$2943.75	11/20/13	0		MN ENERGY RESOURCES CORPORATION	OUTSTANDING
315678	S	\$460.00	11/20/13	0		PEDIATRIC HOME SERVICE	OUTSTANDING
315679	S	\$202.78	11/20/13	1		SAM'S CLUB	OUTSTANDING
315680	S	\$622.80	11/20/13	1		SCHOOL SPECIALTY INC	OUTSTANDING
315681	S	\$2653.29	11/20/13	0		STAR TRIBUNE	OUTSTANDING
315682	S	\$8324.26	11/20/13	0		SYSCO MINNESOTA	OUTSTANDING
315683	S	\$24.99	11/20/13	0		TEACHERS ON CALL	OUTSTANDING
315684	S	\$15821.54	11/20/13	0		TERRY'S HARDWARE	OUTSTANDING
315685	S	\$1436.00	11/20/13	0		TIES	OUTSTANDING
315686	S	\$4265.00	11/20/13	1		TRIG LIFE SERVICES	OUTSTANDING
315687	S	\$1110.77	11/20/13	0		WENZEL HEATING & AIR CONDITION	OUTSTANDING
315688	S	\$2285.23	11/20/13	0		WESTONE	OUTSTANDING
315689	S	\$11.90	11/22/13	0		XCEL ENERGY	OUTSTANDING
315690	S	\$197.08	11/22/13	0		AMERICAN TIME & SIGNAL	OUTSTANDING
315691	S	\$425.00	11/22/13	0		AMSAN BRISSMAN-KENNEDY	OUTSTANDING
315692	S	\$11583.70	11/22/13	0		ANCOM COMMUNICATIONS	OUTSTANDING
315693	S	\$463.92	11/22/13	3		APPLE VALLEY BUSINESS CENTER LTD	OUTSTANDING
315694	S	\$790.88	11/22/13	0		BATTERIES PLUS	OUTSTANDING
315695	S	\$1800.00	11/22/13	0		IND SCH DIST # 196	OUTSTANDING
315696	S	\$3100.00	11/22/13	0		KAREN CASS FELLING, M.A., LP	OUTSTANDING
315697	S	\$75.98	11/22/13	0		MALLOY, MONTAGUE, KARNOWSKI, RADOSEVICH & CO	OUTSTANDING
315698	S	\$223.64	11/22/13	1		MICRON CPG	OUTSTANDING
315699	S	\$1195.57	11/22/13	0		OFFICE DEPOT	OUTSTANDING
315700	S	\$1266.30	11/22/13	0		OFFICE OF ENTERPRISE TECHNOLOGY	OUTSTANDING
315701	S	\$1309.55	11/22/13	0		PEARSON ASSESSMENTS/NCS PEARSON	OUTSTANDING
315702	S	\$221.57	11/22/13	0		SCHOOL OUTFITTERS	OUTSTANDING
315703	S	\$1310.00	11/22/13	3		SCHOOL SPECIALTY INC	OUTSTANDING
				7		SKILLSUSA	OUTSTANDING

Intermedate School Dist 917  
 CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK  
 DATE RANGE: 10/29/13 - 11/26/13

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADRS #	VENDOR NAME	CHECK STATUS
315704	S	\$45.00	11/22/13	29865	0	SKILLSUSA MINNESOTA	OUTSTANDING
315705	S	\$47.25	11/22/13	23403	0	TASK GALORE PUBLISHING INC	OUTSTANDING
705695	E	\$28.25	11/13/13	99999	9770	ALEXANDER, AMY DOREEN	OUTSTANDING
705696	E	\$24.75	11/13/13	99999	9770	ALEXANDER, AMY DOREEN	OUTSTANDING
705697	E	\$45.20	11/13/13	99999	10776	ANNONI, ELIZABETH	OUTSTANDING
705698	E	\$84.19	11/13/13	99999	9874	ALLEN, ANN CATHERINE	OUTSTANDING
705699	E	\$61.59	11/13/13	99999	8686	BERG, LINDA JO	OUTSTANDING
705700	E	\$51.60	11/13/13	99999	9573	BEATTIE, JEAN	OUTSTANDING
705701	E	\$6.22	11/13/13	99999	10294	BRINK, MIRANDA	OUTSTANDING
705702	E	\$185.32	11/13/13	99999	8873	BUDACH, DON JAMES	OUTSTANDING
705703	E	\$54.24	11/13/13	99999	10450	BUSH, ARLENE	OUTSTANDING
705704	E	\$41.25	11/13/13	99999	10762	BYER-RAJPUT, ANNE	OUTSTANDING
705705	E	\$484.77	11/13/13	99999	9679	CHRISTIANSEN, JOHN MAXWELL	OUTSTANDING
705706	E	\$290.00	11/13/13	99999	9679	CHRISTIANSEN, JOHN MAXWELL	OUTSTANDING
705707	E	\$172.89	11/13/13	99999	9968	CRISSINGER, BRENDA	OUTSTANDING
705708	E	\$446.92	11/13/13	99999	9092	DEVENOW, PEARL SUSAN	OUTSTANDING
705709	E	\$44.35	11/13/13	99999	7170	DIVELY, CYNTHIA GARWOOD	OUTSTANDING
705710	E	\$155.94	11/13/13	99999	10050	DOBSON, MEGHAN	OUTSTANDING
705711	E	\$93.79	11/13/13	99999	10771	ERICKSON, ROBERT	OUTSTANDING
705712	E	\$67.24	11/13/13	99999	9187	FRIEST, SUSAN NORMA	OUTSTANDING
705713	E	\$312.45	11/13/13	99999	9755	FRISQUE, SHERILYN FAYE	OUTSTANDING
705714	E	\$16.95	11/13/13	99999	10365	GAYLORD, TANYA	OUTSTANDING
705715	E	\$52.73	11/13/13	99999	9885	HARVEY, SHERRI LYNN	OUTSTANDING
705716	E	\$11.30	11/13/13	99999	10589	HENNES, KENNETH J.	OUTSTANDING
705717	E	\$171.40	11/13/13	99999	8341	HETLAND, JENNIFER AMY	OUTSTANDING
705718	E	\$31.64	11/13/13	99999	10624	HILL, RON	OUTSTANDING
705719	E	\$208.49	11/13/13	99999	9920	HJERMSTAD, KAREN	OUTSTANDING
705720	E	\$59.81	11/13/13	99999	9522	HOUGO, CYNTHIA ANN	OUTSTANDING
705721	E	\$410.30	11/13/13	99999	9496	IRELAND, KATHLEEN ELIZAB	OUTSTANDING
705722	E	\$294.94	11/13/13	99999	8842	JOHNSON, ROXANN RHYN	OUTSTANDING
705723	E	\$40.00	11/13/13	99999	2542	KALGREN, ANN	OUTSTANDING
705724	E	\$51.43	11/13/13	99999	10796	KEECH, ROBERT	OUTSTANDING
705725	E	\$438.45	11/13/13	99999	9722	KLEIN, LORI ANN	OUTSTANDING
705726	E	\$176.85	11/13/13	99999	10443	GROFF, CASSIE	OUTSTANDING
705727	E	\$85.32	11/13/13	99999	10065	KOEPKE, BETSY	OUTSTANDING
705728	E	\$5.33	11/13/13	99999	9716	KUKLOCK, DANIEL EMMETT	OUTSTANDING
705729	E	\$4.00	11/13/13	99999	2598	LAMPRECHT, CLAUDETTE	OUTSTANDING
705730	E	\$170.07	11/13/13	99999	9468	LANGENFELD, CORY LEE	OUTSTANDING
705731	E	\$30.51	11/13/13	99999	9571	LARSEN, BETSY SUE	OUTSTANDING
705732	E	\$91.53	11/13/13	99999	10781	LARSON, JILL E.	OUTSTANDING
705733	E	\$271.77	11/13/13	99999	3472	LENTSCH-MURRAY, ROSEMARY HELEN	OUTSTANDING
705734	E	\$62.15	11/13/13	99999	8287	LEWIS, JILL E	OUTSTANDING
705735	E	\$160.00	11/13/13	99999	9504	LUNDOQUIST, CAROL LEE	OUTSTANDING
705736	E	\$39.55	11/13/13	99999	10397	PEMBLE, HOLLY	OUTSTANDING
705737	E	\$494.38	11/13/13	99999	9278	MAYES, ANN LOUISE	OUTSTANDING
705738	E	\$128.82	11/13/13	99999	10055	NICKLEBY, JASON	OUTSTANDING
705739	E	\$261.04	11/13/13	99999	10626	PETERSON, MARY HELEN SUAVE	OUTSTANDING
705740	E	\$170.18	11/13/13	99999	10763	PESTERER, EMILY	OUTSTANDING
705741	E	\$107.35	11/13/13	99999	9177	PRESSNALL, VANDA JOY	OUTSTANDING
705742	E	\$749.76	11/13/13	99999	10462	PURFEERST, MEGAN	OUTSTANDING
705743	E	\$17.00	11/13/13	99999	9914	RHEIN, KENT E.	OUTSTANDING
705744	E	\$10.00	11/13/13	99999	9914	RHEIN, KENT E.	OUTSTANDING

Intermediate School Dist 917  
 CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK  
 DATE RANGE: 10/29/13 - 11/26/13

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
705745	E	\$81.93	11/13/13	99999	9549	RYERSON, DUANE THOMAS	OUTSTANDING
705746	E	\$19.21	11/13/13	99999	10770	SAUSER, MELISSA	OUTSTANDING
705747	E	\$307.19	11/13/13	99999	9915	SCHALLER, MELISSA	OUTSTANDING
705748	E	\$154.81	11/13/13	99999	10042	TENNESSEN, LAURA	OUTSTANDING
705749	E	\$168.37	11/13/13	99999	4298	TESKEY, SCOTT	OUTSTANDING
705750	E	\$83.34	11/13/13	99999	10375	THOMAS, TAYLOR	OUTSTANDING
705751	E	\$174.02	11/18/13	99999	10751	TUFTEE, SHANYN	OUTSTANDING
705752	E	\$62.72	11/13/13	99999	6232	WEILAND, MARY ELIZABETH	OUTSTANDING
705753	E	\$27.18	11/13/13	99999	10280	WEIR, LAURA	OUTSTANDING
705754	E	\$17.52	11/13/13	99999	10455	WERNER, AMY	OUTSTANDING
705755	E	\$698.91	11/13/13	99999	9192	WOOD, FRAN LOUISE	OUTSTANDING
705756	E	\$81.31	11/13/13	99999	9883	ZEHNDER, SCOTT MICHAEL	OUTSTANDING
705757	E	\$30.51	11/13/13	99999	9571	LARSEN, BETSY SUE	OUTSTANDING
705758	E	\$140.19	11/13/13	99999	8873	BUDACH, DON JAMES	OUTSTANDING
705759	E	\$88.14	11/13/13	99999	9301	CLARK, DEBORAH MAE	OUTSTANDING
705760	E	\$28.81	11/13/13	99999	2598	LAMPRECHT, CLAUDETTE	OUTSTANDING
705761	E	\$18.08	11/13/13	99999	10456	LAFFEN, ELIZABETH	OUTSTANDING
705762	E	\$16.63	11/13/13	99999	9482	VRIEZE, JANEL LYNN	OUTSTANDING
705763	E	\$17.52	11/13/13	99999	10455	WERNER, AMY	OUTSTANDING
705764	E	\$483.64	11/13/13	99999	10405	STOLL, DAVID L.	OUTSTANDING
705765	E	\$136.84	11/13/13	99999	5718	DODGE, MICHELLE MARIE	OUTSTANDING
705766	E	\$324.00	11/13/13	99999	6145	KYLO, KITRI LARSON	OUTSTANDING
705767	E	\$97.97	11/13/13	99999	10375	THOMAS, TAYLOR	OUTSTANDING
705768	E	\$117.52	11/13/13	99999	10751	TUFTEE, SHANYN	OUTSTANDING
92009356	W	\$5941.74	10/31/13	40027	0	AMERIPRISE FINANCIAL ADVISORS	OUTSTANDING
92009357	W	\$214.51	11/04/13	28803	2	CITISTREETWN	OUTSTANDING
92009358	W	\$26120.01	11/12/13	30132	0	DELTA DENTAL OF MINNESOTA	OUTSTANDING
92009359	W	\$30737.61	11/01/13	40006	0	EXECUTIVE DIRECTOR	OUTSTANDING
92009360	W	\$187.50	11/01/13	23952	0	FAMILY SUPPORT PAYMENT CENTER	OUTSTANDING
92009361	W	\$2352.74	10/31/13	40026	0	HORACE MANN LIFE INS	OUTSTANDING
92009362	W	\$136877.79	11/01/13	40037	0	INTERNAL REVENUE SERVICE	OUTSTANDING
92009363	W	\$260900.71	11/04/13	21088	0	MEDICA	OUTSTANDING
92009364	W	\$142.80	11/04/13	21704	0	MN CHILD SUPPORT PAYMENT CENTER	OUTSTANDING
92009365	W	\$21843.81	11/04/13	40003	0	MN DEPT OF REVENUE	OUTSTANDING
92009366	W	\$380881.71	10/31/13	40001	0	PAYROLL ACCT #3805704197	OUTSTANDING
92009367	W	\$7251.61	11/04/13	23500	0	PRUDENTIAL	CLEARED
92009368	W	\$51602.14	11/01/13	40005	0	STATE TREASURER, TRA	OUTSTANDING
92009369	W	\$7033.11	10/31/13	23474	0	THE BANCORP BANK	OUTSTANDING
92009370	W	\$7458.54	10/31/13	40033	0	VARIABLE ANNUITY LIFE INS CO	OUTSTANDING
92009371	W	\$5941.74	11/15/13	40027	0	AMERIPRISE FINANCIAL ADVISORS	OUTSTANDING
92009372	W	\$2114.51	11/15/13	28803	2	CITISTREETWN	OUTSTANDING
92009373	W	\$30082.90	11/18/13	40006	0	EXECUTIVE DIRECTOR	OUTSTANDING
92009374	W	\$187.50	11/19/13	23952	0	FAMILY SUPPORT PAYMENT CENTER	OUTSTANDING
92009375	W	\$2352.74	11/15/13	40026	0	HORACE MANN LIFE INS	OUTSTANDING
92009376	W	\$142.80	11/18/13	21704	0	MN CHILD SUPPORT PAYMENT CENTER	OUTSTANDING
92009377	W	\$21808.46	11/18/13	40003	0	MN DEPT OF REVENUE	OUTSTANDING
92009378	W	\$136545.64	11/18/13	40037	0	INTERNAL REVENUE SERVICE	OUTSTANDING
92009379	W	\$376796.42	11/15/13	40001	0	PAYROLL ACCT #3805704197	OUTSTANDING
92009380	W	\$51899.66	11/18/13	40005	0	STATE TREASURER, TRA	OUTSTANDING
92009381	W	\$7049.80	11/15/13	23474	0	THE BANCORP BANK	OUTSTANDING
92009382	W	\$7458.54	11/15/13	40033	0	VARIABLE ANNUITY LIFE INS CO	OUTSTANDING

REPORT: CHECKREG 002 AP Check Register Bank 01 BOARD  
Intermediate School Dist 917  
CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK  
DATE RANGE: 10/29/13 - 11/26/13

CHECK # TYPE CHECK AMT CHECK DATE VENDOR # ADDR # VENDOR NAME CHECK STATUS

TOTAL # OF ISSUED CHECKS: 309 TOTAL AMOUNT 1937767.29

TOTAL # OF VOIDED CHECKS: 0 TOTAL AMOUNT 0.00

TOTAL # OF UNISSUED CHECKS: 2

TO: Nicolle Roush                      DATE: 11/13/2013  
Business Manager

FROM: Becky Edson  
Payroll/Fringe Benefits Technician

SUBJECT: EFT for pay period ending                      Nov 15, 2013

Ameriprise Financial Services, Inc. Vendor #40027	\$ 5,941.74
PERA Vendor #40006	\$ 30,082.90
Horace Mann Vendor #40026	\$ 2,352.74
TRA Vendor #40005	\$ 51,899.66
VALIC (Variable Annuity Life) Vendor #40033	\$ 7,458.54
Minnesota Dept. of Revenue Vendor # 40003	\$ 21,808.46
Internal Revenue Service Vendor Nbr 40037	\$ 136,545.64
Payroll Acct #XXXXXX4197 Vendor #40001	\$ 376,796.42
Bancorp Vendor # 23474	\$ 7,049.80
CITISTREETMN (MSRS) Vendor # 28803-2	\$ 2,114.51
MN Child Support Division Vendor #21704	\$ 142.80
MO Child Support Enforcement Division Vendor #23952	\$ 187.50

**Total Electronic Funds Transfer was made in the amount of \$**

**\$ 642,380.71**

Authorized Signature  Date 11-18-13

TO: Nicolle Roush DATE: 10/29/2013  
 Business Manager


FROM: Becky Edson  
 Payroll/Fringe Benefits Technician

SUBJECT: EFT for pay period ending Oct 31, 2013

Amerprise Vendor #40027	\$ 5,941.74
PERA Vendor #40006	\$ 30,737.61
Horace Mann Vendor #40026	\$ 2,352.74
TRA Vendor #40005	\$ 51,602.14
VALIC (Variable Annuity Life) Vendor #40033	\$ 7,458.54
Minnesota Dept. of Revenue Vendor # 40003	\$ 21,843.81
Internal Revenue Service Vendor Nbr 40037	\$ 136,877.79
Payroll Acct #XXXXXX4197 Vendor #40001	\$ 380,881.71
Bancorp Vendor #23474	\$ 7,033.11
CITISTREETMN (MSRS) Vendor # 28803-2	\$ 2,114.51
MN Child Support Vendor #21704	\$ 142.80
MO Child Support Vendor #23952	\$ 187.50

**Total Electronic Funds Transfer was made in the amount of \$**

**\$ 647,174.00**

Authorized Signature  Date 11-4-13

COFY

Date: November 4, 2013

To: Accounts Payable

From: Becky Edson  
Payroll Clerk

Subject: Group Insurance Premium for November 2013  
(Employer's Costs and Employees' Withholdings)

Transferred From Wells Fargo Bank Account Number 3805702167 \$7,251.61

Payable to:  
Prudential

Vendor # 23500

Charge to:

Amount

01-215-32

\$557.30

02-215-32

\$4,121.04

10-215-32

\$244.50

01-215-33

\$292.96

02-215-33

\$1,913.03

10-215-33

\$122.78

Total

\$7,251.61

proof

\$0.00

cc: Payroll Insurance Payment File  
Date Bank Account to be debited

11/4/2013

Authorized Signature



Date

11-4-13

COPY

Date: November 4, 2013

To: FOR EFT INPUT


From: Becky Edson  
Payroll Clerk

Subject: Group Insurance Premium for Oct 2013  
(Employer's Costs and Employees' Withholdings)

Payable to: \$26,120.01  
Delta Dental Vendor # 30132

Charge to:	Amount	
21-005-110-000-235-250	\$26,120.01	
Total	\$26,120.01	proof \$0.00

cc: Payroll Insurance Payment File  
Date Bank Account to be debited 11/12/2013

Authorized Signature  Date 11-4-13

COPY

Date: November 4, 2013

To: Accountns Payable

From: Becky Edson  
Payroll Clerk

Invoice nbr: 0032901915  
Date: 11/1/2013  
Group # 586196

Subject: Group Insurance Premium for November 2013  
(Employer's Costs and Employees' Withholdings)

Wire Funds Transfer was made in the amount of \$ 260,900.71

Payable to:  
Medica

Vendor # 21088

Charge to:

Amount

01-215-30

\$30,162.53

02-215-30

\$220,479.32

10-215-30

\$10,258.86

20-215.30

\$0.00

Total

\$260,900.71<sup>proof</sup> \$0.00

Authorized Signature  Date 11-4-13

**INTERMEDIATE SCHOOL DISTRICT 917  
SCHOOL BOARD REPORT OF  
CONSOLIDATED INVESTMENTS (GENERAL & BUILDING)  
OCTOBER 2013**

ACCOUNT NAME	ACCT NO	BEGINNING BALANCE	PURCHASES CREDITS	SALES TRANSFERS	INTEREST EARNED	ENDING BALANCE	YEAR TO DATE INTEREST EARNED
MSDLAF + MAX	01	4,606,435.58	0.00	750,000.00	149.28	3,856,584.86	545.92
MSDLAF	01	0.00	0.00	0.00	0.00	0.00	0.00
MSDLAF FIXED (CD's,Term,Comm)	01	0.00	0.00	0.00	0.00	0.00	0.00
WELLS FARGO MONEY MARKET	01	0.00	0.00	0.00	0.00	0.00	0.00
WELLS FARGO PORTFOLIO	01	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>		<b>4,606,435.58</b>	<b>0.00</b>	<b>750,000.00</b>	<b>149.28</b>	<b>3,856,584.86</b>	<b>545.92</b>



## **Strategic Directives**

**2013-2016**

### **Intermediate School District 917**

***.....to serve as  
the best resource.....***

*(from the District 917 mission statement)*

#### **Directives for Intermediate School District 917**

*Board Approved \_\_\_\_\_*

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## **Introduction**

This document identifies strategic directives to guide decision-making and to help the organization be more responsive to learners and effective in delivering educational services.

Our reasoning is simple: the Intermediate is a complex organization operating within a complex environment. These directives are to bring clarity and focus to the work of District 917 because all staff must operate with a shared vision, mission, and sense of priorities.

This is a flexible document. It will change and evolve as staff, families, students, member school districts, and our communities help shape District 917's work.

One should read this document carefully and consider it a frame of reference for Intermediate School District staff as they work to meet the needs of students and the school districts served by 917. In addition, this document is designed to serve as a communication tool to present and bring clarity to the educational services provided by Intermediate School District 917.

## **THE CASE FOR ACTION** ***(Why directives are needed?)***

Since the passage of the reauthorization in 2001 of the federal IDEA law known as No Child Left Behind, the public policy spotlight across the nation has been focused on public education. For many reasons and because of a host of issues, Minnesota and the federal government have enacted a number of major policy initiatives, some of which have had dramatic effects on Intermediate, as well as K-12, school districts. Because of these and other challenges, all school districts continue to face a wide range of critical issues.

The intermediate districts' mission is to provide assistance to their member districts to address many of these challenges.

Superintendents are faced with:

- challenging financial situations because of uncontrolled variables that affect their district's revenue and expenses
- a public, state and federal government, demanding increased accountability in all areas of education – especially student performance on reading, writing and math assessments
- an increasing number of “disenfranchised” students who are at risk of not graduating or who are dropping out
- growing special education costs and increased numbers of low-incidence disabilities demanding customized services
- increasing legal expenses
- reductions in all categories of staff
- increasing numbers of students needing cultural adaptations
- increasing numbers of students with significant mental health needs
- a wide range of opinions from business leaders, industry leaders, education administrators, teachers, and parents regarding the role of secondary career and technical programs as pathways to careers and college
- implementation of more prescriptive state legislation for principal and teacher evaluation
- legislative debate on roles and procedures for schools related to bullying prevention and control

Special education directors are faced with:

- attrition and shortage of instructional and support staff in several intense student needs programs
- federal and state mandates specifying services to be delivered as well as implementation regulations
- significant paperwork requirements

- an intensely cost-conscious environment that can create adversarial positions when determining student needs and the cost of delivering services
- parents desire for specialty services delivered close to home
- an increasing number of students with multiple and complex needs
- legislative policy changes for use of restraint and seclusion techniques in schools

917 board members and District 917's administration are faced with:

- planning and implementing building adaptations and long-term maintenance projects within limited revenue structures for owned or leased facilities
- requests from member districts to add services without additional funding sources
- member district leadership changes because of retirements and periodic leadership changes
- financial uncertainty because of the financial challenges of its members and legislative changes that have modified revenue sources
- arranging space to house expanding programs for students with complex needs and services and maintaining current space needs in appropriate locations
- a decrease in the number of students participating in technical program opportunities due to enrollment restrictions at some member districts
- member district decisions that are based upon local economic factors not a programs quality or cost effectiveness
- the challenge of starting new career and technical programs that address industry demands and student needs without a source of "startup" funding
- a shift in student career and technical enrollment toward more students with special needs which creates the need to modify career and technical curriculum without lowering academic standards
- recruiting staff in all areas with appropriate licensure and excellent teaching competency
- recruiting licensed and competent substitute staff
- adapting to the increasingly complex needs of students served in our in special education programs
- staying current with parent/student rights due to ever changing case law
- increased requirements for documentation and record keeping
- providing for the safety and security of students and staff

Intermediate District 917 is committed to providing successful learning opportunities for students and support functions for districts. The scope and scale of changes facing the students, educators, and districts we serve requires that we continuously review and modify our operational goals and action plans to respond to these changes. District 917 is committed to ensuring that the strategic directives will guide our decisions.

\* \* \* \* \*

***DISTRICT 917'S BELIEF STATEMENTS***  
**(What do we believe?)**

**Intermediate School District 917 delivers educational services based on the following belief statements:**

- We believe every student can learn. Achieving student educational outcomes is the heart of our work. We are focused on producing success directly with each learner.
- We believe in providing quality educational services, resulting in the desired outcomes for school districts and others concerned with student success.
- We believe in functioning in a flexible and adaptive manner. We constantly build skills so that we can respond to our customers' changing circumstances and needs.
- We believe in the delivery of quality educational services. We build on what is successful and improve what is not.
- We believe in staff excellence. We recognize and support the skills, energy, enthusiasm, effectiveness and intellect our employees bring to their work. We strive to remove practices and beliefs that hinder staff effectiveness.
- We believe ISD 917 operates in cost effective manner. We are conscious of both costs and benefits in delivering services valued by our customers.
- We believe in the importance of setting ethical standards and high expectations for our students and ourselves.
- We believe in creating and maintaining a positive reputation. We want our customers to have a clear understanding of our unique contribution to student achievement and school district success.
- We believe that our employees should be remunerated and valued in a way that is commensurate with industry standards.
- We believe in providing member districts the services and programs they need to meet the educational needs of students whose needs are best met by the intermediate school district.

\* \* \* \* \*

**OUR MISSION**  
(Why do we exist?)

***Intermediate School District 917 serves as a quality, cost effective resource for member school districts committed together to success for all learners.***

**“Serves” means**

We are a service organization; we bring an attitude of service to everything we do.  
We assess and continually improve customer satisfaction.

**“Quality” means**

We are accountable for excellent, cost-effective programs.  
Member school districts turn to us as a “first resource” when seeking external resources.

**“Resource” means**

We provide or facilitate the means to achieve success for each learner.  
As partners of the referring school district, community or county agency, we find solutions to identified learner needs.

**“Member school districts” means**

These are the principal customers for whose benefit we exist.  
We actively listen to understand and respond to their needs relative to student learning.

**“Success” means**

We are accountable to member school districts for learner success.  
We know and report student achievement and growth.

**“All learners” means**

We are a resource for any learner, currently birth to 21, with identified needs.  
Learners are not necessarily “bound” to a school building.  
We also support the families of these learners.

**“Cost effective” means**

We always look for solutions and strategies balancing the responsibility to achieve quality programs and services in the most cost effective manner.

\* \* \* \* \*

***OUR VISION***  
**(What we intend to become)**

**Intermediate School District 917 will be a community of students, families, teachers, staff members, school districts, regional organizations and associations actively engaged in ensuring student learning success.**

- Effectively addressing students’ needs is the center of our work. We will deliver services that promote educational excellence and provide what is needed to address individual learner needs. We are known for our creative solutions to changing and emerging student learning needs and our commitment to customer satisfaction and cost containment.
- School districts are confident that District 917 listens, responds, and adapts to their needs and the needs of their students.
- The leaders of our organization constantly seek to improve and expand the services and opportunities offered by District 917. Everyone who works at District 917 is committed to continuous improvement and professional development. Leaders forge partnerships among organizations — public, private or non-profit — that support learner success and our own financial stability.
- Student and staff environments are areas of creativity that stimulate learning. The environments in which we educate are safe, secure, clean and appropriate for delivering programs and services of high quality.
- We are responsive to families’ wishes to keep students in educational environments that are close to their homes and home schools. District 917’s educational programs and services are designed for mobile delivery, to the extent possible, and adaptable to host sites be they homes, schools, libraries, online or in accessible and desirable community locations.
- Families, school districts and businesses throughout Dakota County and the southern metropolitan area view the programs and services of District 917 as high quality, in terms of the models used to serve changing student needs, staff competency use of appropriate technology, and facilities. District 917’s programs and services are respected for their cost-effectiveness and integrity.

\* \* \* \* \*

## **STRATEGIES, ACTIONS, AND PROGRESS INDICATORS**

(How do we progress?)

*The following strategies, actions, and progress indicators are intended to assist us in setting priorities, allocating resources and making choices.*

**Strategic Directive 1: Heighten the trust and confidence of all school districts served by Intermediate School District 917.**

### **Actions:**

1. Host leadership meetings of superintendents, directors, and key building/district contact professionals.
  - a. Share recent legislative developments, MDE activities, and pertinent data regarding common educational interests.
  - b. Facilitate discussions promoting best practice.
  - c. Share current literature and research encouraging creative and innovative approaches to shared problems.
2. Develop new and maintain existing relationships with key staff in participating districts.
  - a. Create a network in which each student remains connected to his/her home school, program, and individual contact person.
  - b. Create and maintain an updated staff list of all key contact staff for each participating district.
3. Establish a concept of a continuous flow of data regarding student achievement with home districts and parents.
  - a. Continue to monitor and communicate class performance, credit attainment, and attendance to all involved schools, programs, contacts and parents.
4. Promote the “individualized” approach in meeting student needs.
  - a. Focus student intake meetings on students rather than program offerings.
  - b. Promote and encourage parental involvement in the design of individual learning plans for all students.
5. Seek, gather, and analyze feedback from member districts regarding their level of satisfaction and the level of service provided:

### **Progress Indicator (Area 1):**

1. Increased positive ratings over time on surveys from member districts, parents, staff, 917 staff, MDE, County and others collaborating with ISD 917.

## **Strategic Directive 2: Increase achievement of all learners served.**

### **Actions:**

1. Expand the scope of online learning opportunities for DCALS and students in other 917 programs;
2. Develop a variety of systematic approaches to gather student achievement data to enhance instruction and learning;
3. Provide staff development opportunities, focusing on strategies that enhance student performance;
4. Develop and administer common assessments within all classes to provide assurance of alignment of outcomes and instruction as well as to provide the data necessary to identify best instructional practice;
5. Adopt and implement curriculums that align with state standards and measure student progress;
6. Promote best practices in providing programming for students with disabilities including providing instruction tailored to disability areas and considering age and grade;
7. Research and implement a variety of models to address students in need of alternative approaches to education;
8. Enhance our model to support transitional needs of students ages 18 through 21.
9. Promote and support the use of assistive technology to supplement instruction.

### **Progress Indicators (Area 2):**

1. Compare assessment data from all common assessments and monitor changes in overall student academic achievement .
2. Compare student course taking and credits earned to assess student progress.
3. Compare pre and post assessments in the appropriate skill areas of reading and writing and mathematics.

## **Strategic Directive 3: Improve staff leadership skills and the culture of collaboration throughout the Intermediate District.**

**Actions:**

1. Continue/expand the use of Professional Learning Communities as an improvement model for the staff of 917 as part of the educator evaluation plan;
2. Provide training opportunities for member district or regional district staff.

**Progress Indicators (Area 3):**

1. Track and report formal data gathered from participating districts' survey's on ISD 917 programs, services, customer relations, and professional leadership.
2. Track and report participants feedback on evaluations from training and development opportunities.

**Strategic Directive 4: Use resources strategically to advance our mission.****Actions:**

1. Emphasize and maintain a focus on responsible approaches to the use of state and district funds.
2. Education all stakeholders of the full cost of service delivery.
3. Study current funding formulas and legislation initiatives to maximize available funds.
4. Develop and foster partnership opportunities with community organizations/programs to enhance services and learning opportunities for students.
5. Maintain and expand the connection with DCTC in providing learning opportunities for secondary programs and articulation to post-secondary programs.
6. Work with DCTC, IHCC, and University of Minnesota in exploring the development of programs for all secondary students which focus on the needs of the 21<sup>st</sup> Century.
7. Support staff development efforts for the implementation of the legislative mandated educator evaluation and development processes.
8. Continue and expand the curriculum development process which focuses on standards and skill development.
9. Include student performance as an element of the staff development/evaluation process.

10. Monitor staffing ratios and class sizes to be in compliance with Minnesota Special Education Rules.
11. Continually assess member district needs and assets to avoid duplication and provide needed services.

#### **Progress Indicators (Area 4)**

1. Review annual audit results and identify trends to monitor over time.
2. Analyze expenditures in areas targeted for development and improvement.

#### **Strategic Directive 5: Structure ourselves so that we can adapt to our changing environment.**

##### **Actions:**

1. Look to the future and assume a pro-active approach to meeting the needs of learners beyond special education and secondary alternative credit restoration programs.
  - a. Monitor the opportunities presented in the vision of the University of Minnesota in regard to the development of the UMore Park Area. Intermediate School District 917 is an existing organization that is currently functioning as a regional center of educational services. Involvement in the educational component of the UMore Park Development is a logical concept to pursue.
  - b. Communicate the importance of assuming a proactive approach to providing collaborative services to learners in member districts.
2. Carefully examine enrollment/participation trends in all programs to inform decisions on the allocation of available resources.

#### **Progress Indicators (Area 5)**

1. Monitor and compare the time invested in managing existing program issues and planning for future program development.
2. Establish specific, time-oriented goals reflecting movement toward future program development.
3. Document all formal communications, planning sessions, and proposals as evidence to a commitment to futuristic planning.

## ***IN SUMMARY...***

These strategic directives, in every sense, are a work in progress and are intended to support a dynamic process that will forever be changing. The strategic directives are part of a living document that will never be completed or finished. Based on continuous review of progress data, the directives and actions will continue to be revised and adapted to meet the needs of our learners and the school districts we serve.

## *Resolution*

WHEREAS, Arlene Bush served on the School Board of Intermediate School District 917 two and a half years, representing the Bloomington School District from July 2011 through December of 2013; and

WHEREAS, Arlene brought with her 32.5 years of experience as a school board member and community leader to serve the Intermediate School District 917; and

WHEREAS, Arlene has served as a representative to the district insurance committee and district board representative at state and national meetings; and

WHEREAS, Arlene was a loyal supporter of our special education and secondary programs;

NOW, THEREFORE, BE IT RESOLVED that the School Board recognizes her leadership and her many contributions for the benefit of the children and youth of our nine member districts and extends gratitude for her years of dedicated service to Intermediate School District 917.

Adopted by the Intermediate School District 917 School Board on the 3<sup>rd</sup> day of December, 2013.

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Jill Lewis  
Chair, ISD 917 School Board

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Vanda Pressnall  
Clerk, ISD 917 School Board