

**INTERMEDIATE SCHOOL DISTRICT 917
IN DAKOTA COUNTY**

REGULAR SCHOOL BOARD MEETING

Tuesday, October 3, 2017

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	2
VI. Consent Items - Chair Lewis	
A. School Board Minutes, September 5, 2017	15
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VIII. Business Manager's Report - Nicolle Roush	
A. Review and Approve Payment of Bills	33
B. Review and Approve Wire Transfers	38
C. Review and Approve Investment Report	50
IX. Reports	
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B. Assurance of Compliance - John Christiansen	55
X. Old Business	
A. Review Accounts Receivable Aged Invoice Report - Nicolle Roush	57
XI. New Business	
A. Review Enrollment Counts for Special Education as of October 1, 2017 - Melissa Schaller (Materials will be handed out at the meeting.)	58
B. Review Enrollment Counts for DCALS/DCALS North as of October 1, 2017 - Eric Van Brocklin (Materials will be handed out at the meeting.)	100
C. Review and Approve Temporary Work Agreement Report - John Christiansen	111
D. Review draft of new mandatory policies, first reading - John Christiansen	126
E. Review draft of updates to School Board Policies 200's, first reading - John Christiansen	136
XII. Adjournment	

SCHOOL BOARD CALENDAR INFORMATION SCHOOL BOARD CALENDAR INFORMATION

October 26, 2017 - 8:15 AM - Noon, School Board and Member District Superintendent Workshop

November 2, 2017 - 4-7 PM, TESA Open House, DCTC

November 7, 2017, 4:30 PM, 1600 Highway 55 West, Hastings, MN (Juvenile Services Center)

Good News
Special Education
October 3, 2017

- Both Cedar and Lebanon had many families that came for the open houses held on August 31st. Cedar had eighteen different families attend and Lebanon had seventeen. This was about a third of the students at each site. Many of the students were there with their parents and included a range of grades from early elementary through high school. There was also a mix of students new to the programs and returning students who wanted to meet their new teachers or just check in after the summer. At Lebanon, a student who graduated last spring stopped in to say "hi"!
- Travis Luedke (ISD 199) and Michael Brown (ISD 192) created a paper mache version of the Lebanon Lynx mascot as an art project. The mascot will be mounted in the main office at Lebanon.



- Classes at Cedar and Lebanon have gone on field trips since the start of the year. Brenda Szoka's high school Cedar SUN class visited the Walker Art Center Sculpture Garden as part of their sculpture unit in art. Jessica Sinkinson/Bonnie Korman and Brian Moga/Amy Riesgraf's middle school classes from the TEA program went to Lebanon Hills Park for an afternoon of fishing. Besides being the first time fishing for many of the students, they also had a chance to interact as a larger group of peers.





- Students and staff at Riverside had fun decorating doors and hallways for fall during the Fall Door Decorating Contest. Students looked forward to working on their projects even after school hours. The decorating was judged by county staff and the winners enjoyed a pizza party.





- On Friday, September 8, 2017 Gideon Pond Elementary School hosted a grand opening of their new playground that is accessible to all children. The students in our D/HH Program really enjoy the swing and round-about!





- On October 17th, the PACES program at LNHS will be presenting a play, *Cyndi's Confidence*. Please see the flyer for more details.
- On October 24, select students from TESA will be participating in the 6th annual the *Reality Store* event to be held at Boeckman Middle School. Students participating in this activity will learn about things such as independent living skills, employment options, housing options, shopping, insurance, etc.
- Students in TESA will be participating in Unity Day on October 25th. On this day everyone can come together - in schools, communities, and online - to promote support, hope, and unity, to show that we are together against bullying and united for kindness, acceptance, and inclusion.
- The year at Alliance Education Center is off to a fast start! We have been conducting many intakes and welcoming many new families into our programming for IDEA, SUN, and CASE. We now have 5 students in CASE. Our students have been participating in a few field trips to grocery stores, petting zoos, and apple orchards. The fall season is in full swing.
- In our high school IDEA program we have a graduation to report out of Farmington. We are excited to see what the future holds for this student and wish them all the best.
- We will be welcoming in our first class pets in Alliance in October. Eight goldfish will be joining our students in Room 101 to help with life skills around responsibility, caring for others, and other important social skills. The students in this room wrote letters to the building principal,

made a chore chart to keep the room clean for a potential pet, and created a plan to care for the fish day-to-day. We are very excited for this opportunity!

- We are also excited to be rolling out a student council at Alliance. Students that were interested applied and interviewed for potential spots on the council. Students that participate in this opportunity will be working with our school social worker, Kate Adams, to create, design, and implement student engagement activities for all of our students at Alliance including school dances, games, fundraisers, and more. We hope to have fun events to invite you to very soon.

SAVE THE DATE!!



WHAT: The PACES Players present the theatrical production of:

Cyndi's Confidence

(An adaptation from Cinderella)

When: Tuesday October 17, 2017 at 1:00 pm

Where: Lakeville North High School

Room 248

Join us for a small reception with lemonade and brownies after the show in room 223.

PLEASE RSVP before Friday Oct 13, 2017 to:

Betsy Larsen

952-232-3746 or betsy.larsen@isd917.k12.mn.us

Intermediate School District 917
Transition Education Service Alternative Program
invites you to attend the
T.E.S.A. Open House

Thursday, November 2, 2016
3:30-7:30pm
Dakota County Technical College
1300 145th Street East
Rosemount, Minnesota 55068

Tour the T.E.S.A. Program
Meet and Talk with Teachers
Learn About Community Opportunities
Get Information about Social Services,
Vocational Rehabilitation Services &
Post-Secondary Education

For information please contact
Don Budach at 651-423-8426
don.budach@isd917.k12.mn.us

or

Shelli Vollbrecht at 651-423-8343
michelle.vollbrecht@isd917.k12.mn.us

Good News Report
Secondary Programs
October, 2017

-Students and staff from our North campus attended the Renaissance Festival on Friday, September 29. This is an annual event for this campus. They tie in some history with fun. Don Williams and John Pereda were the staff members present.



-Our Apprentice/Trades Careers class has been busy already this year. The class has had the opportunity to visit a wide array of local businesses and hear from a variety of career resources. Here is a list of what they have taken part with so far:

Field Trips:

“This Old Horse” farm

Fluegel’s Farm, Garden, and Pet Supply Shop

Terry’s Hardware

Syngenta Seeds

Hobby Farm (Beef, Chickens, Puppies & Goat)

Auto Body-DCTC

Welding-DCTC

GM ASEP-DCTC

DCTC Civil Engineering

Hastings Bridge

Historic Hastings Downtown

Lah Tee Dah (Owned by DCALS grad)

Quality Forklift

Dakota County Dog Park

Guest Speakers:

Mike Childs (Tribal Officer-Dunwoody/MSU Engineering Grad)

National Guard

Randy (DCTC Vet Center)

-We are happy to announce that we received our full amount of \$20,000 that we requested as part of Career Pathways Continuous Improvement Grant through MNState. The purpose of this Agreement is: to provide resources to Dakota County Technical College and their Perkins consortium partners to facilitate the review, updating, expansion, and professional development required to improve the Rigorous Programs of Study (RPOS) and Programs of Study (POS) of the consortium. Collaborating partners will include government agencies, local school districts, and the business and industry partners supporting the RPOS and POS. We will use this money in a variety of ways to conduct professional development for our members, create the Transportation M.S. model, review our Technical Skills Assessments within the consortium, meet with industry partners, and provide potential technology within the consortium to help enhance awareness of Technical Education programs.

-Our Construction Trades program has been working on this year’s project options. We did receive clearance from an independent mold inspection and our state inspector that the house built last year is free of mold concerns. This news will allow our classes to finish this project with all the inside work yet to be completed.

- Trina Walter (Graphics CTE Instructor) and Cindy Hanson (SpEd Teacher) attended the 42nd PIM (Printing Industry Midwest) Paper driver at Veritiv in Minneapolis on Saturday September 16, 2017. We attended with other Teachers from all over Minnesota (a.k.a Paper Rats). We packed about \$3,000.00 worth of Paper into the school Van from 8:00 a.m. - noon. Were able to pick up paper we both can use for our classroom projects for the year!

A big thank you to PIM for hosting this event to help us all out in our classroom with paper costs.

- Fundamental Chef Training and Food Industry Careers students are planning for their first luncheon of the year:

Halloween Luncheon---\$12.00 per person

Tuesday 10-31-17 in the Dakota Room at Dakota County Technical College in Rosemount (1300 145th Street East); starting at 10:45 AM

Baby Beet Salad over seasonal greens with bread & butter

Teriyaki Chicken Stir-fry over Jasmine Rice

Fall Cheesecake with Cinnamon Whipped Cream

Apple Cider and Decaf Coffee

Pre-registration required: reservation and payment due to Chef Patty or Darla by Friday 10-20-17

GOOD NEWS MEDICAL CAREERS

In September 2017, the Minnesota State Board of Nursing approved the Nursing Programs for DCTC, and ISD-917. Every two years the state returns to review these programs. Thanks to Brenda Arneson RN, Director of Nursing for DCTC for helping us in the high school program and bringing the State Director to our classroom to review our statistics.

Also SPECIAL THANKS to Perkins Funding, our Administrative Staff, and the School Board for supporting our classroom needs, equipment, and necessary supplies to make this possible.

“Program approval is an essential part of licensure. It is defined as the official recognition of nursing education programs which meet standards of approval established by boards of nursing. Over the years, NCSBN has studied the approval process in boards of nursing.”



INTERMEDIATE SCHOOL DISTRICT 917

A School Board Meeting of the Intermediate School District 917 School Board was held on Tuesday, September 5, 2017, at 1300 145th Street East, Rosemount, MN.

Members Present: Dick Bergstrom, DeeDee Currier, Bob Erickson, Wendy Felton, Jill Lewis, Vanda Pressnall, Russ Rohloff, Melissa Sauser, Byron Schwab, and ex-officio member Superintendent John Christiansen.

Members Absent: none.

Also Present: Eric VanBrocklin, Melissa Schaller, Jennifer Hetland and Linda Berg

School Board Chair Jill Lewis called the meeting to order at 5:00 PM.

There were no visitors to be heard.

The good news reports were presented.

1. Motion by Byron Schwab, seconded by Bob Erickson, to approve the consent items, as presented. All present voted aye. Motion carried.
 - **Minutes:** August 15, 2017, Regular School Board Meeting
 - **Personnel:** *New hires:* Siah Alie, Classroom Assistant, effective August 31, 2017. Ellen Barnhart, Classroom Assistant, effective August 31, 2017. Catherine Barstow, Classroom Assistant, effective August 31, 2017. Chelsea Belair, Classroom Assistant, effective August 31, 2017. Lauren Dame, Community Expert, effective August 24, 2017 (from Program Assistant to Community Expert). Lindsay Deans, Classroom Assistant, effective August 31, 2017. Ashley Dunlap, Community Expert, effective August 24, 2017 (from Program Assistant to Community Expert). Kayla Fitzgerald, Sign Language Interpreter, effective August 31, 2017. Kelly Hankes, Board Certified Behavior Analyst, effective August 24, 2017. Ann Hawkins, Special Education Teacher, effective August 24, 2017 (from Classroom Assistant to Special Education Teacher). Jana Heidemann, Speech Language Pathologist, effective August 24, 2017. Amy Hurla, Mental Health Practitioner, effective August 24, 2017. Haley Husom, Classroom Assistant, effective August 31, 2017. Emily Kelson, Classroom Assistant, effective August 31, 2017. Margaret Locke, Classroom Assistant, effective August 31, 2017. Sarah Lozano, Classroom Assistant, effective August 31, 2017. Heather McElhatton, Speech Language Pathologist, effective October 2, 2017. Sharri McGibbon, Community Expert, effective August 24, 2017 (from Program Assistant to Community Expert). Valerie Nimene, Classroom Assistant, effective August 31, 2017. Erica Norton, Classroom Assistant, effective August 31, 2017. Matthew Priebe, Classroom Assistant, effective September 6, 2017. Timothy Puch, Community Expert, effective August 24, 2017. Danielle Rother, Classroom Assistant, effective August 31, 2017. Stephanie Schimek, Classroom Assistant, effective August 31, 2017. Norman Smith, Mental Health Practitioner, effective August 24, 2017. Judy Stoos, Classroom Assistant, effective August 31, 2017. Melinda Vancamp, Special Education Teacher, effective August 24, 2017. Erin Veters, Classroom Assistant, effective August 31, 2017. *Change in Status:* Tessa Ortmeier, Administrative Assistant II, increase from 4 hours per day to 8 hours per day effective August 31, 2017. Leah Palma, Special Education Teacher, maternity disability leave effective on or about October 5, 2017, with an expected return date of December 11, 2017. Trisa Scott, Special Education Teacher, medical leave request effective August 28, 2017, with an expected return

date of September 11, 2017. Casssandra Sommervold, Program Assistant, maternity disability leave effective August 21, 2017, with an expected return date of November 13, 2017. *Rehires:* Rebecca Moe, Classroom Assistant, effective August 31, 2017. *Resignations and terminations:* Morgan Auge, Classroom Assistant, effective August 29, 2017. Katelyn Burgess, Classroom Assistant, effective August 22, 2017. Cassandra Cahill, Program Assistant, effective August 23, 2017. Troy Christiansen, Classroom Assistant, effective August 23, 2017. Danielle Estis, Classroom Assistant, effective August 30, 2017. Adrienne Heer, Sign Language Interpreter, effective August 22, 2017. Olivia Heidenreich, Classroom Assistant, effective August 30, 2017. Caroline Jilek, Classroom Assistant, effective August 16, 2017. Shane McNeeley, Classroom Assistant, effective August 16, 2017. Adrian Stinson, Administrative Assistant, effective August 18, 2017. Mackenzie Witzel, Classroom Assistant, effective August 18, 2017. Nicole Wolters, Classroom Assistant, effective August 18, 2017. Renee Youngs, Program Assistant, effective August 25, 2017.

2. Motion by Dick Bergstrom, seconded by Wendy Felton, to approve the bills from August 3, 2017 to August 29, 2017, investment report and wire transfers, as presented by the Business Manager. All present voted aye. Motion carried.

Assistant Director Jennifer Hetland reported on Related Services Program Review. Board Member Bob Erickson would like to add the time period for working on the goals on page 41.

3. Motion by Vanda Pressnall, seconded by Dick Bergstrom, to approve the addendum to the Temporary Employee Report ending June 30, 2017, as presented. (Addendum B.) All present voted aye. Motion carried.
4. Motion by Bob Erickson, seconded by Russ Rohloff, to approve the School Resource Officer at Alliance, as presented. (Addendum C.) All present voted aye. Motion carried.
5. Motion by Byron Schwab, seconded by DeeDee Currier, to approve the 2017-2018 917 Operational Initiatives, as presented. (Addendum D.) All present voted aye. Motion carried.

Mark your calendars for Thursday, March 8, at 4:00 PM, for a member district board members' tour during the open house here at DCALS.

6. Motion by Byron Schwab, seconded by DeeDee Currier to adjourn the meeting. All present voted aye. Motion carried.

There being no further business the meeting adjourned at 6:05 P.M.

The next regular School Board Meeting will be Tuesday, October 3, 2017, at 5:00 PM.

Clerk

To Bd 10/3/17

DISTRICT 917 CANDIDATE SUMMARY—EMPLOYMENT RECOMMENDATION

DATE: September 18, 2017	Teaching Licenses Held:
NAME: Kasandra Andersen	
Position: Classroom Assistant	
College: Secondary: Special Education: <input checked="" type="checkbox"/> District:	Recommended Salary : \$20.68
	Employment Date : 9/14/17

Education:

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

Teaching Experience:

Employer (most recent first)	From	To	Position/Responsibilities

Total Years Experience

Business/Industry Work Experience:

Employer (most recent first)	From	To	Position/Responsibilities
ISD 917	10/10	8/17	SA
MRCI	8/04	8/17	PCA
Lakeville Schools	9/01	6/04	Para Professional

Total Years Experience 16

Remarks:

Kasandra will be a classroom assistant in the DHH Program.

To Bd 10/3/17

DISTRICT 917 CANDIDATE SUMMARY—EMPLOYMENT RECOMMENDATION

DATE: August 28, 2017	Teaching Licenses Held:
NAME: Sarah Biddle	
Position: Classroom Assistant	
College: Secondary: Special Education: <input checked="" type="checkbox"/> District:	Recommended Salary : \$19.10
	Employment Date : 9/5/17

Education:

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Ohio County High	Yes	Generals	Yes
Technical College				
College	KY Brescia University	Yes	Speech, Language and Audiology	BA
Other				

Teaching Experience:

Employer (most recent first)	From	To	Position/Responsibilities

Total Years Experience

Business/Industry Work Experience:

Employer (most recent first)	From	To	Position/Responsibilities
Center for Pediatric Therapy	8/13	Current	Speech/Language
Great Harvest Bread Company	9/03	1/12	Assistant Manager
Nations Medicines	6/03	8/03	Pharmacy Tech/Summer

Total Years Experience 14

Remarks:

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

To Bd 10/3/17

DISTRICT 917 CANDIDATE SUMMARY—EMPLOYMENT RECOMMENDATION

DATE: September 5, 2017	Teaching Licenses Held:
NAME: Olivia Billock	
Position: Classroom Assistant	
College: Secondary: Special Education: X District:	Recommended Salary : \$17.54
	Employment Date : 9/5/17

Education:

	Institution	Graduated (yes or no)	Major	Degree/Diploma
High School	Mott-Regent	Yes	Generals	Yes
Technical College				
College	MN State, Moorhead	Yes	Social Work	BA
	ND State	Yes	Liberal Arts	AS
Other				

Teaching Experience:

Employer (most recent first)	From	To	Position/Responsibilities

Total Years Experience

Business/Industry Work Experience:

Employer (most recent first)	From	To	Position/Responsibilities
ND Autism Center	10/15	12/16	Behavioral Therapist
Pioneer Cottages	9/14	5/15	Caregiver

Total Years Experience 2

Remarks:

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

To Be 10/3/17

DISTRICT 917 CANDIDATE SUMMARY—EMPLOYMENT RECOMMENDATION

DATE: September 11, 2017	Teaching Licenses Held:
NAME: Cassandra Ehly	
Position: Classroom Assistant	
College: Secondary: Special Education: <input checked="" type="checkbox"/> District:	Recommended Salary : \$17.15
	Employment Date : 9/18/17

Education:

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	So. St. Paul	Yes	Generals	Yes
Technical College	Inver Hills	Yes	Generals	AA
College				
Other				

Teaching Experience:

Employer (most recent first)	From	To	Position/Responsibilities

Total Years Experience

Business/Industry Work Experience:

Employer (most recent first)	From	To	Position/Responsibilities
Extended Stay America	1/17	Current	GSR
Blackberry Apartments	6/15	6/16	Caretaker
Martinizing	8/12	6/16	General Worker

Total Years Experience 3+

Remarks:

Cassandra will be a classroom assistant in the TEA Program at LEC.

DISTRICT 917 CANDIDATE SUMMARY—EMPLOYMENT RECOMMENDATION

DATE: September 13, 2017	Teaching Licenses Held:
NAME: Kayla Foley	
Position: Classroom Assistant	
College: Secondary: Special Education: X District:	Recommended Salary : \$17.15
	Employment Date : 9/14/17

Education:

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

Teaching Experience:

Employer (most recent first)	From	To	Position/Responsibilities

Total Years Experience

Business/Industry Work Experience:

Employer (most recent first)	From	To	Position/Responsibilities
Lucky 13 Pub	1/16	Current	Server
Clive's Roadhouse	5/15	1/16	Server
Burnswick Zone	8/14	5/15	Server

Total Years Experience 3

Remarks:

Kayla will be a classroom assistant in the PACES Program at Cherry View Elementary.

To Bd 10/3/17

DISTRICT 917 CANDIDATE SUMMARY—EMPLOYMENT RECOMMENDATION

DATE: September 14, 2017	Teaching Licenses Held:
NAME: Jenna Fulford	
Position: Classroom Assistant	
College: Secondary: Special Education: <input checked="" type="checkbox"/> District:	Recommended Salary : \$17.54
	Employment Date : 9/25/17

Education:

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Highland Park High	Yes	Generals	Yes
Technical College	Summit Academy	Yes	Community Health	Certified
College	Mpls. Community	Yes	Human Services	AS
	Century College	Yes	Trained Medication Aide	Certified
Other				

Teaching Experience:

Employer (most recent first)	From	To	Position/Responsibilities

Total Years Experience

Business/Industry Work Experience:

Employer (most recent first)	From	To	Position/Responsibilities
Dungarvin	8/16	Current	Community Support Staff
James Levine Trust	4/09	11/16	Home Health

Total Years Experience 7

Remarks:

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

To Bd 10/3/17

DISTRICT 917 CANDIDATE SUMMARY—EMPLOYMENT RECOMMENDATION

DATE: September 21, 2017	Teaching Licenses Held:
NAME: Taylor Goergen	
Position: Classroom Assistant	
College: Secondary: Special Education: <input checked="" type="checkbox"/> District:	Recommended Salary : \$17.15
	Employment Date : 9/25/17

Education:

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Hastings High	Yes	Generals	Yes
Technical College				
College	MN State, Mankato	Yes	Sport Management	MA
	MN State, Winona	Yes	Social Work	BA
Other				

Teaching Experience:

Employer (most recent first)	From	To	Position/Responsibilities

Total Years Experience

Business/Industry Work Experience:

Employer (most recent first)	From	To	Position/Responsibilities
Prairie Community Services	5/15	8/17	Consumer Counselor
Rent/MSU	11/14	10/15	Administrative Assistant
MNSU Athletics	5/14	5/15	Athletic Advising, Internship

Total Years Experience 4

Remarks:

Taylor will be a classroom assistant in the PACES Program at Farmington High School.

To Bd 10/3/17

DISTRICT 917 CANDIDATE SUMMARY—EMPLOYMENT RECOMMENDATION

DATE: September 11, 2017	Teaching Licenses Held:
NAME: Adam Kneer	
Position: Classroom Assistant	
College: Secondary: Special Education: X District:	Recommended Salary : \$17.15
	Employment Date : 9/18/17

Education:

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

Teaching Experience:

Employer (most recent first)	From	To	Position/Responsibilities

Total Years Experience

Business/Industry Work Experience:

Employer (most recent first)	From	To	Position/Responsibilities
Smaaash Mall of America	12/16	Current	Lead Operator
Wild Mountain	11/12	12/16	Team Lead

Total Years Experience 5

Remarks:

Adam will be a classroom assistant in the CASE Program at AEC.

To Bd 10/3/17

DISTRICT 917 CANDIDATE SUMMARY—EMPLOYMENT RECOMMENDATION

DATE: September 5, 2017	Teaching Licenses Held:
NAME: Samantha Larsen	
Position: Classroom Assistant	
College: Secondary: Special Education: <input checked="" type="checkbox"/> District:	Recommended Salary : \$17.15
	Employment Date : 9/5/17

Education:

	Institution	Graduated (yes or no)	Major	Degree/Diploma
High School	Eveleth Gilbert Sr.	Yes	Generals	Yes
Technical College				
College	St. Catherine	Yes	Psychology	BA
Other				

Teaching Experience:

Employer (most recent first)	From	To	Position/Responsibilities

Total Years Experience

Business/Industry Work Experience:

Employer (most recent first)	From	To	Position/Responsibilities
St. Catherine	9/14	5/16	Seamstress/Hair/Makeup
ACR Homes	6/15	11/15	PCA
Arby's	2/14	7/14	Team Member

Total Years Experience 3

Remarks:

Samantha will be a classroom assistant in the SUN Program at AEC.

To Bd 10/3/17

DISTRICT 917 CANDIDATE SUMMARY—EMPLOYMENT RECOMMENDATION

DATE: August 31, 2017	Teaching Licenses Held:
NAME: Jessica Montgomery	
Position: Classroom Assistant	
College: Secondary: Special Education: <input checked="" type="checkbox"/> District:	Recommended Salary : \$17.15
	Employment Date : 9/11/17

Education:

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Hastings High	Yes	Generals	Yes
Technical College				
College	Rasmussen College	No	LPN	In process
Other				

Teaching Experience:

Employer (most recent first)	From	To	Position/Responsibilities

Total Years Experience

Business/Industry Work Experience:

Employer (most recent first)	From	To	Position/Responsibilities
MRCI	6/10	Current	PCA

Total Years Experience 7

Remarks:

Jessica will be a classroom assistant in the DASH Program at Hastings High School.

To Bd 10/3/17

DISTRICT 917 CANDIDATE SUMMARY—EMPLOYMENT RECOMMENDATION

DATE: September 12, 2017	Teaching Licenses Held:
NAME: Del Perry	
Position: Classroom Assistant	
College: Secondary: Special Education: X District:	Recommended Salary : \$19.50
	Employment Date : 9/13/17

Education:

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

Teaching Experience:

Employer (most recent first)	From	To	Position/Responsibilities

Total Years Experience

Business/Industry Work Experience:

Employer (most recent first)	From	To	Position/Responsibilities
Access Ability Inc.	7/16	Current	Support Services Coordinator
MN Adult and Teen Challenge	11/15	7/16	Recovery Coach
St. Paul Schools	9/95	7/12	Educational Assistant

Total Years Experience 22

Remarks:

Del will be a classroom assistant in the SUN Program at AEC.

**SUMMARY OF PERSONNEL ITEMS RECOMMENDED
FOR ACTION AT BOARD MEETING OF OCTOBER 3, 2017**

NEW HIRES:

Kasandra Andersen, Classroom Assistant, effective September 14, 2017 (from Student Assistant to Classroom Assistant).

Sarah Biddle, Classroom Assistant, effective September 5, 2017.

Olivia Billock, Classroom Assistant, effective September 5, 2017.

Cassandra Ehly, Classroom Assistant, effective September 18, 2017.

Kayla Foley, Classroom Assistant, effective September 14, 2017.

Jenna Fulford, Classroom Assistant, effective September 25, 2017.

Taylor Goergen, Classroom Assistant, effective September 25, 2017.

Adam Kneer, Classroom Assistant, effective September 18, 2017.

Samantha Larsen, Classroom Assistant, effective September 5, 2017.

Barbara Masters, Classroom Assistant, effective October 4, 2017.

Jessica Montgomery, Classroom Assistant, effective September 11, 2017.

Del Perry, Classroom Assistant, effective September 13, 2017.

Jacob Skerletts, Classroom Assistant, effective October 2, 2017.

CHANGE IN STATUS:

Gretchen Becherer, Classroom Assistant, medical leave request effective September 25, 2017, with an expected return date of November 7, 2017.

Pam Biegler, Math Teacher, medical leave request effective October 2, 2017, with an expected return date of November 6, 2017.

Amanda Boehmer, Special Education Teacher, medical leave request effective September 18, 2017, with an expected return date of November 13, 2017.

Brittany Kneer, Program Assistant, maternity disability leave effective on or about December 7, 2017, with an expected return date of January 22, 2018.

Linda Lacher Goddard, Speech Language Pathologist, medical leave request effective September 11, 2017, with an unknown end date (needs intermittent days off during the school year).

**SUMMARY OF PERSONNEL ITEMS RECOMMENDED
FOR ACTION AT BOARD MEETING OF OCTOBER 3, 2017
(Continued)**

RESIGNATIONS & TERMINATIONS:

Angela Bardwell, Classroom Assistant, effective October 1, 2017.

Brianna Cronk, Classroom Assistant, effective August 17, 2017.

Latricia Domally, Classroom Assistant, effective September 25, 2017.

Robin Lambert, Program Assistant, effective October 4, 2017.

Emma Richard, Classroom Assistant, effective December 22, 2017.

To Be 10/3/17

DISTRICT 917 CANDIDATE SUMMARY—EMPLOYMENT RECOMMENDATION

DATE: October 3, 2017	Teaching Licenses Held:
NAME: Barbara Masters	
Position: Classroom Assistant	
College: Secondary: Special Education: <input checked="" type="checkbox"/> District:	Recommended Salary : \$17.93
	Employment Date : 10/4/17

Education:

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	North St. Paul	Yes	Generals	Yes
Technical College				
College				
Other				

Teaching Experience:

Employer (most recent first)	From	To	Position/Responsibilities

Total Years Experience

Business/Industry Work Experience:

Employer (most recent first)	From	To	Position/Responsibilities
Osceola High School	9/12	Current	Paraprofessional
Deli at Dick's Market	12/16	Current	Food Service

Total Years Experience 5

Remarks:

Barbara will be a classroom assistant at Farmington High School in the PACES Program.

To Bd 10/2/17

DISTRICT 917 CANDIDATE SUMMARY—EMPLOYMENT RECOMMENDATION

DATE: September 21, 2017	Teaching Licenses Held:
NAME: Jacob Skerletts	
Position: Classroom Assistant	
College: Secondary: Special Education: <input checked="" type="checkbox"/> District:	Recommended Salary : \$17.15
	Employment Date : 10/2/17

Education:

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Point Pleasant High	Yes	Generals	Yes
Technical College				
College	University of Vermont	Yes	Biology	BA
Other				

Teaching Experience:

Employer (most recent first)	From	To	Position/Responsibilities

Total Years Experience

Business/Industry Work Experience:

Employer (most recent first)	From	To	Position/Responsibilities
Greater Burlington YMCA	6/17	8/17	Village Leader
San Diego YMCA	9/16	6/17	Outdoor Education Instructor
Disney Cruise Line	9/14	7/16	Youth Activities Counselor

Total Years Experience 3

Remarks:

Jacob will be a classroom assistant in the PACES Program at Lakeville North High.

**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 \$1095.00.

1. Donation of a Pella F-C45 60 x 72 casement window- \$275; Crestline 970 slider - \$220; Crestline 940 slider - \$190; and Crestline 922 casement window - \$260.00, from Nick Lalani of Farmington. Value: \$945.00.

2. Donation of \$150 from Bijan Riahi of Eagan to the Youth Transition Program to support the cost of lunches for students. (Value: \$150.)

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

and voting against the same: none.

Whereupon said resolution was declared duly passed and adopted.

Date Board Approved:

Intermediate School Dist 917
 CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK
 DATE RANGE: 09/01/17 - 09/26/17

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
322767	S	\$69.29	09/07/17	24674	0	F.H. CANN & ASSOCIATES, INC	OUTSTANDING
322768	S	\$1452.14	09/07/17	21088	1	MEDICA	OUTSTANDING
322769	S	\$838.25	09/07/17	40017	0	O.P.E.I.U., LOCAL 12	OUTSTANDING
322770	S	\$121.15	09/07/17	29972	0	RELATED SERVICES NURSES E&P	OUTSTANDING
322771	S	\$103.93	09/07/17	29207	0	U.S. DEPARTMENT OF EDUCATION	OUTSTANDING
322772	S	\$479.17	09/07/17	40071	0	WADDELL & REED INC	OUTSTANDING
322773	S	\$24153.27	09/07/17	09592	0	IND SCH DIST 191	OUTSTANDING
322774	S	\$37629.04	09/07/17	10857	0	IND SCH DIST 194	OUTSTANDING
322775	S	\$48.20	09/07/17	02162	0	IND SCH DIST 197	OUTSTANDING
322776	S	\$20.00	09/07/17	11229	0	MN HISTORICAL SOCIETY	OUTSTANDING
322777	S	\$203.50	09/08/17	21113	0	ACADEMIC THERAPY PUBLICATIONS	OUTSTANDING
322778	S	\$2821.50	09/08/17	23351	1	CENGAGE LEARNING	OUTSTANDING
322779	S	\$107.93	09/08/17	00096	1	ECM PUBLISHERS/DAKOTA COUNTY TRIBUNE	OUTSTANDING
322780	S	\$3177.00	09/08/17	24767	0	FOURTH DIMENSION SIGNS	OUTSTANDING
322781	S	\$582.94	09/08/17	03079	0	FRONTIER COMMUNICATIONS	OUTSTANDING
322782	S	\$15.00	09/08/17	22631	0	GOVCONNECTION INC	OUTSTANDING
322783	S	\$5395.50	09/08/17	23241	0	HEINEMANN	OUTSTANDING
322784	S	\$15735.00	09/08/17	22905	0	HILLER COMMERCIAL FLOORS	OUTSTANDING
322785	S	\$4928.00	09/08/17	24765	0	JWS CONSTRUCTION	OUTSTANDING
322786	S	\$123.75	09/08/17	08517	0	LILLIE SUBURBAN NEWSPAPER, INC	OUTSTANDING
322787	S	\$6468.00	09/08/17	22974	0	MIA ARCHITECTS PLANNERS	OUTSTANDING
322788	S	\$1500.00	09/08/17	24783	0	MOTIVATING BODIES, INC	OUTSTANDING
322789	S	\$1284.13	09/08/17	20868	0	OFFICE OF MN.IT SERVICES	OUTSTANDING
322790	S	\$1110.34	09/08/17	23614	0	REHABMART LLC	OUTSTANDING
322791	S	\$730.91	09/08/17	00623	0	REPUBLIC SERVICES	OUTSTANDING
322792	S	\$514.84	09/08/17	22826	0	SCHOOL NURSE SUPPLY	OUTSTANDING
322793	S	\$240.45	09/08/17	21191	0	SUPER DUPER SCHOOL CO	OUTSTANDING
322794	S	\$65.85	09/08/17	24596	0	WH SECURITY, LLC	OUTSTANDING
322795	S	\$638.00	09/12/17	12615	0	ABLENET INC.	OUTSTANDING
322796	S	\$639.98	09/12/17	12897	0	AM THERMOFORM CORP	OUTSTANDING
322797	S	\$4071.00	09/12/17	19645	0	APPLE COMPUTER, INC	OUTSTANDING
322798	S	\$300.00	09/12/17	24776	0	BEHAVIORAL DYNAMICS, INC	OUTSTANDING
322799	S	\$62.80	09/12/17	19029	0	BLICK ART MATERIALS	OUTSTANDING
322800	S	\$2066.54	09/12/17	20310	1	CDW-G	OUTSTANDING
322801	S	\$59.90	09/12/17	22756	0	CHANNING BETE CO. INC	OUTSTANDING
322802	S	\$323.05	09/12/17	19401	0	DEX MEDIA EAST, INC.	OUTSTANDING
322803	S	\$713.64	09/12/17	23669	0	EMEDCO	OUTSTANDING
322804	S	\$73.70	09/12/17	23880	1	ESPECIAL NEEDS, LLC	OUTSTANDING
322805	S	\$986.19	09/12/17	22631	0	GOVCONNECTION INC	OUTSTANDING
322806	S	\$175.50	09/12/17	07751	0	HASTINGS STAR GAZETTE	OUTSTANDING
322807	S	\$1353.18	09/12/17	06998	0	HOUGHTON MIFFLIN HARCOURT	OUTSTANDING
322808	S	\$6758.00	09/12/17	23124	0	INFINITY WIRELESS, INC.	OUTSTANDING
322809	S	\$9557.73	09/12/17	23297	0	INNOVATIVE OFFICE SOLUTIONS	OUTSTANDING
322810	S		09/12/17	23297	0	UNISSUED	UNISSUED
322811	S	\$3588.75	09/12/17	21007	0	VOIDED	VOIDED
322812	S	\$2643.85	09/12/17	21834	0	LAKESHORE LEARNING MATERIALS	OUTSTANDING
322813	S	\$904.35	09/12/17	23802	1	LEARNING A-Z	OUTSTANDING
322814	S	\$412.50	09/12/17	22778	1	LOFFLER COMPANIES	OUTSTANDING
322815	S	\$94.49	09/12/17	23258	0	MN ENERGY RESOURCES CORPORATION	OUTSTANDING
322816	S	\$2000.00	09/12/17	24688	0	MSDSONLINE	OUTSTANDING
322817	S	\$622.16	09/12/17	00227	0	NASCO	OUTSTANDING
322818	S	\$103.10	09/12/17	22195	4	NCS PEARSON, INC	OUTSTANDING

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CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
322819	S	\$3857.56	09/12/17	20568	1	OFFICE DEPOT	OUTSTANDING
322820			09/12/17	20568	0	UNISSUED	UNISSUED
322821			09/12/17	20568	0	UNISSUED	UNISSUED
322822	S	\$940.00	09/12/17	23690	0	OUTDOOR IMAGES, INC	OUTSTANDING
322823	S	\$108.99	09/12/17	00257	2	PITNEY BOWES	OUTSTANDING
322824	S	\$253.00	09/12/17	06806	0	PRO-ED, INC	OUTSTANDING
322825	S	\$69.95	09/12/17	20726	0	S & S WORLDWIDE, INC.	OUTSTANDING
322826	S	\$712.83	09/12/17	22826	0	SCHOOL NURSE SUPPLY	OUTSTANDING
322827	S	\$2670.81	09/12/17	20620	3	SCHOOL SPECIALTY INC.	OUTSTANDING
322828	S	\$896.55	09/12/17	15713	0	SOUTHPAW ENTERPRISES	OUTSTANDING
322829	S	\$841.75	09/12/17	24756	0	SR MECHANICAL, INC	OUTSTANDING
322830	S	\$181.62	09/12/17	23696	0	ST PAUL PUBLISHING COMPANY	OUTSTANDING
322831	S	\$7699.50	09/12/17	24092	0	STRIVVEN MEDIA, LLC	OUTSTANDING
322832	S	\$25550.71	09/12/17	00643	0	TIES	OUTSTANDING
322833	S	\$1656.00	09/12/17	23814	4	TRIC LIFE SERVICES	OUTSTANDING
322834	S	\$129.00	09/12/17	24676	0	TRUSTED EMPLOYEES	OUTSTANDING
322835	S	\$800.00	09/12/17	30133	3	UNIVERSITY OF MINNESOTA	OUTSTANDING
322836	S	\$5322.38	09/13/17	19389	0	WELLS FARGO	OUTSTANDING
322837	S	\$74.12	09/18/17	24674	0	F.H. CANN & ASSOCIATES, INC	OUTSTANDING
322838	S	\$48.00	09/18/17	24551	0	NCFERS MINNESOTA	OUTSTANDING
322839	S	\$161.25	09/18/17	29972	0	RELATED SERVICES NURSES ESP	OUTSTANDING
322840	S	\$2517.60	09/18/17	40018	0	S.E.P., LOCAL 4242	OUTSTANDING
322841	S	\$111.18	09/18/17	29207	0	U.S. DEPARTMENT OF EDUCATION	OUTSTANDING
322842	S	\$479.17	09/18/17	40071	0	WADDELL & REED INC	OUTSTANDING
322843	S	\$319.00	09/21/17	12615	0	ABLENET INC.	OUTSTANDING
322844	S	\$90.00	09/21/17	24593	0	ALL IN ONE TRANSLATION AGENCY, LLC	OUTSTANDING
322845	S	\$3417.78	09/21/17	23678	0	AMAZON COM, LLC	OUTSTANDING
322846			09/21/17	23678	0	UNISSUED	UNISSUED
322847			09/21/17	23678	0	UNISSUED	UNISSUED
322848	S	\$2932.00	09/21/17	19645	0	APPLE COMPUTER, INC	OUTSTANDING
322849	S	\$40382.82	09/21/17	24552	0	APPLE VALLEY ISD LLC	OUTSTANDING
322850	S	\$480.00	09/21/17	24519	0	ASL INTERPRETING SERVICES, INC	OUTSTANDING
322851	S	\$726.45	09/21/17	29932	0	BLUECROSS BLUESHIELD OF MINNESOTA	OUTSTANDING
322852	S	\$330.40	09/21/17	24553	0	CANON USA	OUTSTANDING
322853	S	\$529.00	09/21/17	24032	0	CENTERING ON CHILDREN, INC	OUTSTANDING
322854	S	\$46.07	09/21/17	19803	0	CENTERPOINT ENERGY	OUTSTANDING
322855	S	\$158.51	09/21/17	21674	0	CENTURYLINK	OUTSTANDING
322856	S	\$190.00	09/21/17	24731	0	COURAGE & RENEWAL MINNESOTA	OUTSTANDING
322857	S	\$507.00	09/21/17	21857	4	DEPARTMENT OF HUMAN SERVICES	OUTSTANDING
322858	S	\$203.60	09/21/17	24073	0	EDUCATORS BENEFIT CONSULTANTS, LLC	OUTSTANDING
322859	S	\$1926.83	09/21/17	03079	0	FRONTIER COMMUNICATIONS	OUTSTANDING
322860	S	\$504.47	09/21/17	00543	0	GOPHER SPORT	OUTSTANDING
322861	S	\$150.43	09/21/17	01433	0	GRAINGER W W INC.	OUTSTANDING
322862	S	\$1931.86	09/21/17	09592	13	IND SCH DIST 191	OUTSTANDING
322863	S	\$3940.60	09/21/17	23297	0	INNOVATIVE OFFICE SOLUTIONS	OUTSTANDING
322864	S	\$2838.75	09/21/17	21007	0	INT SCH DIST 287	OUTSTANDING
322865	S	\$336.00	09/21/17	24637	0	K LYNN PRODUCTIONS	OUTSTANDING
322866	S	\$577.80	09/21/17	22677	0	KARLSBURGER FOODS INC	OUTSTANDING
322867	S	\$372.04	09/21/17	23917	1	MARCO INC	OUTSTANDING
322868	S	\$181.25	09/21/17	23917	2	MARCO, INC.	OUTSTANDING
322869	S	\$35.10	09/21/17	23996	0	MEDICAREBLUE RX	OUTSTANDING
322870	S	\$1030.00	09/21/17	24687	0	MEGAN STUMM	OUTSTANDING

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322871	S	\$2658.25	09/21/17	14116	0	MENARDS	OUTSTANDING
322872	S	\$60.00	09/21/17	07925	10	MEIRO FCSU	OUTSTANDING
322873	S	\$1034.24	09/21/17	21312	0	MULTI-HEALTH SYSTEMS INC.	OUTSTANDING
322874	S	\$64.52	09/21/17	06227	0	NASCO	OUTSTANDING
322875	S	\$2551.07	09/21/17	20568	1	OFFICE DEPOT	OUTSTANDING
322876			09/21/17	20568	0	UNISSUED	UNISSUED
322877			09/21/17	20568	0	UNISSUED	UNISSUED
322878			09/21/17	20568	0	UNISSUED	UNISSUED
322879	S	\$6796.00	09/21/17	23690	0	OUTDOOR IMAGES, INC	OUTSTANDING
322880	S	\$829.20	09/21/17	23588	1	PAR, INC.	OUTSTANDING
322881	S	\$334.91	09/21/17	22195	2	PEARSON EDUCATION INC.	OUTSTANDING
322882	S	\$775.98	09/21/17	22779	0	PHONAK	OUTSTANDING
322883	S	\$54.00	09/21/17	00257	3	PITNEY BOWES POSTAGE BY PHONE	OUTSTANDING
322884	S	\$356.24	09/21/17	06806	1	PRO-ED	OUTSTANDING
322885	S	\$505.18	09/21/17	23003	9	REALLY GOOD STUFF	OUTSTANDING
322886	S	\$2124.73	09/21/17	23874	0	REINHART FOODSERVICE, LLC	OUTSTANDING
322887	S	\$2767.50	09/21/17	11070	0	RIFTON EQ/COMMUNITY PRODUCTS LLC	OUTSTANDING
322888	S	\$407.17	09/21/17	23436	0	SOCIAL THINKING	OUTSTANDING
322889	S	\$6867.99	09/21/17	15713	0	SOUTHPAW ENTERPRISES	OUTSTANDING
322890	S	\$288.00	09/21/17	24568	0	SPECIAL DELIVERY OF MN, LLC	OUTSTANDING
322891	S	\$135.00	09/21/17	21096	0	ST CLOUD STATE UNIVERSITY	OUTSTANDING
322892	S	\$1414.38	09/21/17	23907	0	SUPPLYWORKS	OUTSTANDING
322893	S	\$4500.00	09/21/17	24785	0	TCI SOLUTIONS, LLC	OUTSTANDING
322894	S	\$512.00	09/21/17	24768	0	TECHNOLOGY BY DESIGN, LLC	OUTSTANDING
322895	S	\$1052.95	09/21/17	00643	0	TIES	OUTSTANDING
322896	S	\$267.75	09/21/17	21123	0	TIME FOR KIDS	OUTSTANDING
322897	S	\$175.09	09/21/17	24780	0	TWIN CITIES AUTO GLASS	OUTSTANDING
322898	S	\$150.40	09/21/17	01895	0	TWIN CITY FILTER	OUTSTANDING
322899	S	\$25277.00	09/21/17	24764	1	UNITED HEARTLAND	OUTSTANDING
322900	S	\$341.45	09/21/17	21326	2	USI	OUTSTANDING
322901	S	\$6162.82	09/21/17	18330	3	VIRCO INC.	OUTSTANDING
322902	S	\$796.14	09/22/17	14072	0	CRACONS LODGE & CONFERENCE CTR	OUTSTANDING
322903	S	\$360.00	09/22/17	24787	0	KAREN DEBAUN	OUTSTANDING
710373	E	\$40.00	09/14/17	99999	9047	ARNESON, PATRICIA	OUTSTANDING
710374	E	\$56.71	09/14/17	99999	8787	ASMUS, JOAN SCHAEFER	OUTSTANDING
710375	E	\$23.54	09/14/17	99999	9573	BEATTIE, JEAN	OUTSTANDING
710376	E	\$5.89	09/14/17	99999	8686	BERG, LINDA JO	OUTSTANDING
710377	E	\$18.19	09/14/17	99999	10832	BERGSTROM, RICHARD	OUTSTANDING
710378	E	\$59.22	09/14/17	99999	9771	BOHNERT, LOREEN M	OUTSTANDING
710379	E	\$28.19	09/14/17	99999	11002	BONNEVILLE, JENNIFER	OUTSTANDING
710380	E	\$159.97	09/14/17	99999	8873	BUDACH, DON JAMES	OUTSTANDING
710381	E	\$16.59	09/14/17	99999	10762	BYER, ANNE	OUTSTANDING
710382	E	\$29.43	09/14/17	99999	11142	CURRIER, DEEDEE	OUTSTANDING
710383	E	\$15.52	09/14/17	99999	10771	ERICKSON, ROBERT	OUTSTANDING
710384	E	\$14.98	09/14/17	99999	11116	FELTON, WENDY	OUTSTANDING
710385	E	\$37.82	09/14/17	99999	11241	HURLA, AMY	OUTSTANDING
710386	E	\$12.31	09/14/17	99999	10518	HIRD, NICOLE	OUTSTANDING
710387	E	\$2.14	09/14/17	99999	11157	JACKSON, LINDSEY	OUTSTANDING
710388	E	\$2.14	09/14/17	99999	10664	JOUBERT, MONICA	OUTSTANDING
710389	E	\$32.10	09/14/17	99999	10938	KAUFMAN, AMY	OUTSTANDING
710390	E	\$31.40	09/14/17	99999	10769	KORMAN, BONNIE	OUTSTANDING
710391	E	\$23.54	09/14/17	99999	2598	LAMPRECHT, CLAUDETTE	OUTSTANDING

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CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
710392	E	\$200.09	09/14/17	99999	9468	LANGENFELD, CORY LEE	OUTSTANDING
710393	E	\$44.94	09/14/17	99999	8287	LEWIS, JILL E	OUTSTANDING
710394	E	\$10.01	09/14/17	99999	9664	VOIDED	VOIDED
710395	E	\$11.94	09/14/17	99999	10397	PEMBLE, HOLLY	OUTSTANDING
710396	E	\$89.88	09/14/17	99999	9589	PETERSEN, JENNIFER MAE	OUTSTANDING
710397	E	\$87.31	09/14/17	99999	11169	PETERSON, BROOKE	OUTSTANDING
710398	E	\$144.45	09/14/17	99999	10763	PFISTERER, EMILY	OUTSTANDING
710399	E	\$31.35	09/14/17	99999	11172	PINGLEY, TERRA	OUTSTANDING
710400	E	\$40.00	09/14/17	99999	11172	PINGLEY, TERRA	OUTSTANDING
710401	E	\$64.74	09/14/17	99999	9177	PRESSNALL, VANDA JOY	OUTSTANDING
710402	E	\$66.34	09/14/17	99999	9523	RENKEN, WENDI	OUTSTANDING
710403	E	\$28.36	09/14/17	99999	10810	RIESGRAF, AMY	OUTSTANDING
710404	E	\$28.36	09/14/17	99999	10770	SAUSER, MELISSA	OUTSTANDING
710405	E	\$87.42	09/14/17	99999	9915	SCHALLER, MELISSA	OUTSTANDING
710406	E	\$12.84	09/14/17	99999	6598	SEELIG, SHARON MARIE	OUTSTANDING
710407	E	\$37.82	09/14/17	99999	11239	SMITH III, NORMAN C.	OUTSTANDING
710408	E	\$28.19	09/14/17	99999	10772	STEVENS, ERIN	OUTSTANDING
710409	E	\$7.49	09/14/17	99999	10517	STROMBERG, RHIANON	OUTSTANDING
710410	E	\$85.28	09/14/17	99999	9482	VRIEZE, JANEL LYNN	OUTSTANDING
710411	E	\$22.47	09/14/17	99999	8547	WENCELER, ANN MARIE	OUTSTANDING
710412	E	\$40.00	09/14/17	99999	11060	ZUEHLKE, REBECCA	OUTSTANDING
710413	E	\$200.00	09/14/17	99999	9496	IRELAND, KATHLEEN ELIZAB	OUTSTANDING
710414	E	\$11.24	09/14/17	99999	9127	BAUER, CARIE ANN	OUTSTANDING
710415	E	\$31.40	09/14/17	99999	11214	BLACKERT, TARA JO	OUTSTANDING
710416	E	\$25.68	09/14/17	99999	9597	GROVE, SARA ELIZABETH	OUTSTANDING
710417	E	\$34.78	09/14/17	99999	10774	MOGA, BRIAN	OUTSTANDING
710418	E	\$323.83	09/14/17	99999	9664	VOIDED	VOIDED
92002849	W	\$1992.94	09/06/17	40072	0	AFLAC	OUTSTANDING
92002850	W	\$2539.58	09/05/17	40027	0	AMERIPRISE FINANCIAL ADVISORS	OUTSTANDING
92002851	W	\$1131.35	09/05/17	40022	0	AXA EQUITABLE LIFE INS CO	OUTSTANDING
92002852	W	\$1671.92	09/07/17	22698	0	CORPORATE HEALTH SYSTEMS	OUTSTANDING
92002855	W	\$2192.04	09/05/17	29026	0	EDUCATION MN ESI BILLING TRUST	OUTSTANDING
92002856	W	\$35655.81	09/06/17	40006	0	EXECUTIVE DIRECTOR	OUTSTANDING
92002857	W	\$4199.26	09/06/17	40060	0	FIDELITY INVSTMT TAX-EX SVC CO	OUTSTANDING
92002858	W	\$14577.14	09/07/17	24594	0	HEALTH EQUITY, INC.	OUTSTANDING
92002859	W	\$600.00	09/06/17	40026	0	HORACE MANN LIFE INS	OUTSTANDING
92002860	W	\$180694.28	09/01/17	40037	0	INTERNAL REVENUE SERVICE	OUTSTANDING
92002861	W	\$52257.06	09/06/17	21088	0	MEDICA	OUTSTANDING
92002863	W	\$39873.61	09/01/17	21088	0	MEDICA	OUTSTANDING
92002866	W	\$28851.87	09/01/17	40003	0	MN DEPT OF REVENUE	OUTSTANDING
92002867	W	\$239.30	09/06/17	21704	0	MN CHILD SUPPORT PAYMENT CENTER	OUTSTANDING
92002868	W	\$250.00	09/06/17	28803	0	MN STATE RETIREMENT SYSTEM	OUTSTANDING
92002870	W	\$73067.14	09/06/17	40005	0	STATE TREASURER, TRA	OUTSTANDING
92002871	W	\$2930.84	09/05/17	40033	0	VARIABLE ANNUITY LIFE INS CO	OUTSTANDING
92002872	W	\$311.25	09/05/17	28803	2	VOYA	OUTSTANDING
92002873	W	\$2425.00	09/18/17	40027	0	AMERIPRISE FINANCIAL ADVISORS	OUTSTANDING
92002874	W	\$1131.35	09/18/17	40022	0	AXA EQUITABLE LIFE INS CO	OUTSTANDING
92002875	W	\$30.00	09/17/17	22698	0	CORPORATE HEALTH SYSTEMS	OUTSTANDING
92002876	W	\$35.00	09/11/17	22698	0	CORPORATE HEALTH SYSTEMS	OUTSTANDING
92002877	W	\$35027.36	09/10/17	30132	0	DELTA DENTAL OF MINNESOTA	OUTSTANDING
92002878	W	\$2192.04	09/18/17	29026	0	EDUCATION MN ESI BILLING TRUST	OUTSTANDING
92002879	W	\$35282.12	09/19/17	40006	0	EXECUTIVE DIRECTOR	OUTSTANDING

Intermediate School Dist 917
 CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK
 DATE RANGE: 09/01/17 - 09/26/17

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
92002880	W	\$4336.76	09/20/17	40060	0	FIDELITY INVSTMT TAX-EX SVC CO	OUTSTANDING
92002881	W	\$16930.00	09/20/17	21594	0	HEALTH/EQUITY, INC.	OUTSTANDING
92002882	W	\$700.00	09/18/17	40076	0	HORACE MANN LIFE INS	OUTSTANDING
92002883	W	\$190811.26	09/18/17	40037	0	INTERNAL REVENUE SERVICE	OUTSTANDING
92002884	W	\$7593.16	09/01/17	24031	0	KANSAS CITY LIFE INSURANCE COMPANY	OUTSTANDING
92002885	W	\$185732.79	09/20/17	21088	0	MEDICA	OUTSTANDING
92002886	W	\$25501.41	09/13/17	21088	0	MEDICA	OUTSTANDING
92002887	W	\$602.65	09/18/17	40058	0	MN DEPT OF REVENUE (C)	OUTSTANDING
92002888	W	\$30848.02	09/18/17	40003	0	MN DEPT OF REVENUE	OUTSTANDING
92002889	W	\$250.00	09/18/17	28803	0	MN STATE RETIREMENT SYSTEM	OUTSTANDING
92002890	W	\$511561.02	09/15/17	40001	0	PAYROLL ACCT #3805704197	OUTSTANDING
92002891	W	\$79571.88	09/19/17	40005	0	STATE TREASURER, TRA	OUTSTANDING
92002892	W	\$2970.01	09/18/17	40033	0	VARIABLE ANNUITY LIFE INS CO	OUTSTANDING
92002893	W	\$311.25	09/18/17	28803	2	VCYA	OUTSTANDING
TOTAL # OF ISSUED CHECKS:			211	TOTAL AMOUNT		1912168.96	
TOTAL # OF VOIDED CHECKS:			3	TOTAL AMOUNT		3922.59	
TOTAL # OF UNISSUED CHECKS:			8				

9/15/2017 2:05 PM

TO: Nicolle Roush DATE: 09/15/2017
Business Manager

FROM: Audrey Weiler
Payroll/Fringe Benefits Technician

SUBJECT: EFT for pay period ending 9/15/17

Amerprise Vendor #40027	2,425.00
AXA Equitable Life Vendor #40022	1,131.35
PERA Vendor #40006	35,282.12
Fidelity Vendor #40060	4,336.76
VOYA (formerly ING) #28803-2	311.25
Horace Mann Vendor #40026	700.00
TRA Vendor #40005	79,571.88
VALIC (Variable Annuity Life) Vendor #40033	2,970.01
Minnesota Dept. of Revenue Vendor # 40003	30,848.02
Internal Revenue Service Vendor Nbr 40037	190,811.26
Payroll Acct #XXXXXX4197 Vendor #40001	511,561.02
HealthEquity (HSA) Vendor # 24594-0	16,930.00
Educators Financial Services/ESI/MEA Vendor #29026	2,192.04
MN State Retirement System Vendor #28803-0	250.00
MN State Retirement System Vendor #28803-0	0.00
MN Child Support Vendor #21704	0.00
MN Dept Revenue Vendor (Garnishment) #40058	602.65

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

879,923.36

Authorized Signature



Date

9-19-17

Date: September 18, 2017

To: Accounts Payable/Banking

From: Audrey Weiler

Payroll Clerk

Invoice nbr:	17261146984A
Date:	9/18/2017
Payment Date	9/20/2017

Subjec Group Weekly Claims Invoice
(Employer's Costs and Employees' Withholdings)

ACH Transfer was made in the amount of \$

\$185,732.79

Payable to:
Medica

Vendor # 21088

Charge to:

Amount

22-005-110-000-300-000	WEEKLY INVOICE	HLTH/RX CLAIMS	\$185,732.79
22-005-110-000-301-000	PASSPORT	MEDICA ADMIN	\$0.00
22-005-110-000-305-000	STOP LOSS ADMIN	AGG PREM	\$0.00
22-005-110-000-302-000	STOP LOSS	STOP LOSS	\$0.00
22-005-110-000-301-000	MHSA	MEDICA ADMIN	\$0.00
22-005-110-000-310-000	ISD917 MISC	CHS BENEFIT FEE CODE	\$0.00

Total

\$185,732.79 ^{proof} \$0.00

Authorized Signature

Date

9-19-17

copy for AP
copy for Board

Date: September 18, 2017

To: FOR EFT INPUT


From: Audrey Weiler
Payroll Clerk

Subject: Flex Plan ACH Transfer for Flex Claim Reimbursement

Transferred From Wells Fargo Bank Account Number xxxxxx2167 \$30.00
Corporate Health Systems Inc Vendor # 22698

Charge to:		Amount	
10-215-39	Medical	\$30.00	
10-215-40	D.Care	\$0.00	
10-215-42	L.Scope	\$0.00	
Total		\$30.00	proof \$0.00

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

Authorized Signature  Date 9-18-17

9/17/2017 \$ 30.00

Total \$ 30.00

copy to Linda B, one for payroll and original to Vickie B

Date: September 14, 2017

To: Accounts Payable/Banking

From: Audrey Weiler

Payroll Clerk

Invoice nbr:	17254146984A
Date:	9/11/2017
Payment Date	9/13/2017

Subject Group Weekly Claims Invoice
(Employer's Costs and Employees' Withholdings)

ACH Transfer was made in the amount of \$ \$25,501.41

Payable to:
Medica

Vendor # 21088

Charge to:

Amount

22-005-110-000-300-000	WEEKLY INVOICE	HLTH/RX CLAIMS	\$25,501.41
22-005-110-000-301-000	PASSPORT	MEDICA ADMIN	\$0.00
22-005-110-000-305-000	STOP LOSS ADMIN	AGG PREM	\$0.00
22-005-110-000-302-000	STOP LOSS	STOP LOSS	\$0.00
22-005-110-000-301-000	MHSA	MEDICA ADMIN	\$0.00
22-005-110-000-310-000	ISD917 MISC	CHS BENEFIT FEE CODE	\$0.00

Total

\$25,501.41 ^{proof} \$0.00

Authorized Signature



Date

9-14-17

copy for AP
copy for Board

Date: September 14, 2017

To: FOR EFT INPUT

From: Audrey Weiler
Payroll Clerk

Subject: Flex Plan ACH Transfer for Flex Claim Reimbursement

Transferred From Wells Fargo Bank Account Number xxxxxx2167 \$35.00
Corporate Health Systems Inc Vendor # 22698

Charge to:	Amount	
10-215-39 Medical	\$35.00	
10-215-40 D.Care	\$0.00	
10-215-42 L.Scope	\$0.00	
Total	\$35.00	proof \$0.00

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

Authorized Signature 

Date 9-14-17

9/6/2017 \$ 30.00
9/11/2017 \$ 5.00

Total \$ 35.00

copy to Linda B, one for payroll and original to Vickie B

Date: September 7, 2017

To: Accounts Payable

From: Audrey Weiler
Payroll Clerk

Bill Number 1261402
Paydate 9/1/2017


Subject: Group Insurance Premium for September 2017
(Employer's Costs and Employees' Withholdings)

Wire Funds to Kansas City Life Insurance Co \$7,593.16

Payable to:
Kansas City Life Ins Co Vendor # 24031

Charge to:	Amount	
01-215-32	\$416.34	
02-215-32	\$4,197.10	
10-215-32	\$272.64	
01-215-33	\$286.04	
02-215-33	\$2,273.85	
10-215-33	\$147.19	
Total	\$7,593.16	proof \$0.00

cc: Payroll Insurance Payment File

Authorized Signature  Date 9-7-17

Date: September 7, 2017

To: FOR EFT INPUT

From: Audrey Weiler
Payroll Clerk

Subject: Flex Plan ACH Transfer for Flex Claim Reimbursement

Transferred From Wells Fargo Bank Account Number xxxxxx2167 \$1,671.92
Corporate Health Systems Inc Vendor # 22698

Charge to:		Amount	
10-215-39	Medical	\$0.00	
10-215-40	D.Care	\$1,671.92	
10-215-42	L.Scope	\$0.00	
Total		\$1,671.92	\$0.00

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

Authorized Signature _____ Date _____

9/7/2017 \$ 1,671.92

Total \$ 1,671.92

copy to Linda B, one for payroll and original to Vickie B

Date: September 5, 2017

To: Accounts Payable/Banking

From: Audrey Weiler

Payroll Clerk

Invoice nbr:	17247146984A
Date:	9/4/2017
Payment Date	9/6/2017

Subject Group Weekly Claims Invoice
(Employer's Costs and Employees' Withholdings)

ACH Transfer was made in the amount of \$ 52,257.06

Payable to:
Medica

Vendor # 21088


Charge to:

Amount

22-005-110-000-300-000	WEEKLY INVOICE	HLTH/RX CLAIMS	\$52,257.06
22-005-110-000-301-000	PASSPORT	MEDICA ADMIN	\$0.00
22-005-110-000-305-000	STOP LOSS ADMIN	AGG PREM	\$0.00
22-005-110-000-302-000	STOP LOSS	STOP LOSS	\$0.00
22-005-110-000-301-000	MHSA	MEDICA ADMIN	\$0.00
22-005-110-000-310-000	ISD917 MISC	CHS BENEFIT FEE CODE	\$0.00

Total

\$52,257.06 proof \$0.00

Authorized Signature  Date 9-6-17

copy for AP
copy for Board

Date: September 5, 2017

To: FOR EFT INPUT


From: Audrey Weiler
Payroll Clerk

Subject: Group Insurance Premium for August 2017
(Employer's Costs and Employees' Withholdings)

Payable to: \$35,027.36
Delta Dental Vendor # 30132

Charge to:	Amount	
21-005-110-000-235-250	\$35,027.36	
Total	\$35,027.36	proof \$0.00

cc: Payroll Insurance Payment File
Date Bank Account to be debited 9/10/2017

Authorized Signature  Date 9-6-17

Invoice 7019751 dated 09/01/2017

<input type="checkbox"/>	LB COPY
<input type="checkbox"/>	VB COPY

TO: Nicolle Roush DATE: 09/06/2017
Business Manager

FROM: Audrey Weiler
Payroll/Fringe Benefits Technician

SUBJECT: EFT for pay period ending 8/31/2017 Combined

Aflac Vendor #40072	\$ 1,992.94
Amperprise Financial Vendor #40027	\$ 2,539.58
AXA Equitable Life Vendor #40022	\$ 1,131.35
Horance Mann Vendor #40026	\$ 600.00
PERA - Executive Director Vendor #40006	\$ 35,655.81
TRA - State Treasurer Vendor #40005	\$ 73,067.14
ESIMEA Vendor #29026	\$ 2,192.04
VALIC (Variable Annuity Life) Vendor #40033	\$ 2,930.84
Minnesota Dept. of Revenue Vendor # 40003	\$ 28,851.87
Internal Revenue Service Vendor Nbr 40037	\$ 180,694.28
Payroll Acct #XXXXXX4197 Vendor #40001	\$ 488,856.28
HealthEquity (HSA) Vendor # 24594-0	\$ 14,577.14
MN State Retirement System Vendor # 28803-0	\$ 250.00
MN State Retirement System Vendor # 28803-0	\$ -
MN Dept of Revenue - Garnishments Vendor #40058	\$ 1,019.35
MN Child Support Vendor # 21704	\$ 239.30
VOYA (Formerly ING) Vendor #28803-2	\$ 311.25
Fidelity Investments Vendor #40060	\$ 4,199.26

Total Electronic Funds Transfer was made in the amount of \$ 839,108.43

Authorized Signature:  Date: 9-6-17

Date: August 29, 2017

To: Accounts Payable/Banking

From: Audrey Weiler

Payroll Clerk

Invoice nbr:	17240146984A
Date:	8/28/2017
Payment Date	8/30/2017

Subjec Group Weekly Claims Invoice
(Employer's Costs and Employees' Withholdings)

ACH Transfer was made in the amount of \$ **\$34,385.33**

Payable to:
Medica

Vendor # 21088


Charge to:

Amount

22-005-110-000-300-000	WEEKLY INVOICE	HLTH/RX CLAIMS	\$34,385.33
22-005-110-000-301-000	PASSPORT	MEDICA ADMIN	\$0.00
22-005-110-000-305-000	STOP LOSS ADMIN	AGG PREM	\$0.00
22-005-110-000-302-000	STOP LOSS	STOP LOSS	\$0.00
22-005-110-000-301-000	MHSA	MEDICA ADMIN	\$0.00
22-005-110-000-310-000	ISD917 MISC	CHS BENEFIT FEE CODE	\$0.00

Total

\$34,385.33 ^{proof} \$0.00

Authorized Signature  Date 8-30-17


copy for AP
copy for Board

Date: August 21, 2017
 To: FOR EFT INPUT
 From: Audrey Weiler
 Payroll Clerk
 Subject: Flex Plan ACH Transfer for Flex Claim Reimbursement

Transferred From Wells Fargo Bank Account Number xxxxxx2167 \$87.12
 Corporate Health Systems Inc Vendor # 22698

Charge to:	Amount
10-215-39 Medical	\$87.12
10-215-40 D.Care	\$0.00
10-215-42 L.Scope	\$0.00
Total	\$87.12 ^{proof}
	\$0.00

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

Authorized Signature  Date 8-30-17

8/21/2017	\$	4.63
8/22/2017	\$	27.92
8/25/2017	\$	46.25
8/26/2017	\$	8.32
Total	\$	87.12

copy to Linda B, one for payroll and original to Vickie B

**INTERMEDIATE SCHOOL DISTRICT 917
SCHOOL BOARD REPORT OF
CONSOLIDATED INVESTMENTS (General & Building)**

August 2017

ACCOUNT NAME	ACCT NO	BEGINNING BALANCE	PURCHASES CREDITS	SALES TRANSFERS	INVESTMENT FEES	INTEREST EARNED	ENDING BALANCE	YEAR TO DATE INTEREST EARNED
MSDLAF + MAX	01	2,469,414.83	0.00	0.00	0.00	2,210.20	2,471,625.03	4,094.01
MSDLAF	01	3,743.71	0.00	0.00	0.00	3.07	3,746.78	6.03
MSDLAF TERM (CD's,Term,Comm) maturity	01	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL		2,473,158.54	0.00	0.00	0.00	2,213.27	2,475,371.81	4,100.04

EXPLANATION: The above are School District Investments complying with the requirements of Minnesota Statutes 118.01, 471.56 and 475.66.

1. MSDMAX is MSDLAF'S "Max Portfolio" and includes pooled investments plus banker's acceptances, commercial paper, repurchase agreements and US Government obligations.
2. MSDLAF is MSDLAF'S primary clearing "Money Market" fund. All fixed rate investments (FRI) clear through this account as do maturities, interest, and fees.

NOTE: July 2017 Average MSDLAF Liquid Rate was 0.97% and the MSDLAF+MAX Average Rate was 1.05%.
MSDLAF Term Average Rate is .00%.

TO: School Board
FROM: John Christiansen
DATE: September 27, 2017
RE: Update on TIES Information meeting

Dick Bergstrom, Nicolle Roush, and myself attended the TIES informational meeting on Friday, September 8, 2017. TIES staff presented information related to the status of their Fiscal year 2016-2017 plan and budget. Some of the plan was implemented but unexpected events prevented the projection on revenues from meeting budget projections. The leadership shared that the year-end budget deficit was approximately \$2.3 million. The ISD 917 superintendents discussed the information shared at the TIES meeting on September 8 at our member superintendents meeting on September 21, 2017. The attachment to this agenda item has some additional background information.

JC:ljb

Attachment

Questions and Answers

1. Why governance review? What do we want to accomplish?

Governance review allows member districts and Executive Committee the opportunity to improve on existing Bylaws and explore if another governance model is the right fit for TIES future. When completed, we will use what we have learned to improve both governance and bylaws for the benefit of our member districts.

2. Which districts provided notice to leave TIES Joint Powers Membership and when did they give notice?

By July 30, 2016 (and continuing for 2017)

New Prague

West St Paul

By July 30, 2017

Big Lake

Bloomington

Columbia Heights

Fridley

Jordan

Monticello

Spring Lake Park

St. Cloud

St. Louis Park

Rush City

3. How many districts left TIES in the past five years? Since formation in 1967?

No districts have withdrawn from TIES in the last five years. 12 districts have withdrawn since 1967 (technically, 14 withdrew but two re-joined later).

4. Does TIES have a financial safety net?

No. There are no provisions in statute that provides a financial safety net for TIES. The only safety net is to create a fund balance or district members must cover unexpected costs.

Questions and Answers

5. Does TIES have a fund balance?

TIES does not have a fund balance.

6. Why won't you cut spending to balance the budget?

Excluding WATS, we cut spending at TIES by 24.5 percent and reduced staffing from 137 to 75 full time positions in less than three years. We cannot cut expenses further without disrupting service agreements with districts. We intend to keep our commitments to serve you.

7. What is our plan to address the deficit?

We have an ambitious effort to raise new revenue by \$4 million this year. A team of leaders meets regularly to monitor progress on sales pipeline and new revenue. We have a three-year revenue and expense projection that balances the budget by FY21. Drivers behind new revenue are Synergy, eFinance Plus, Cyber-security, managed security program, edSpring, SpringMath, IT professional services and specialized professional development.

The Executive Committee and Executive Staff are actively monitoring TIES financial health, including cash flow, and will address the need to secure additional cash sources as needed. This could include debt restructuring, and/or, owner districts subsidize any remaining deficit.

According to approved budget, we may need \$7.00 per pupil from each district to meet cash flow needs for FY2018.

8. What is the cost today to leave membership in TIES?

The Member Withdrawal Resolution adopted by the Executive Committee on June 29, 2017, explains the withdrawal liabilities or cost to leave membership. Actual costs will vary by district based on overall enrollment, purchased services and TIES financial health.

9. Are there plans to sell the property that TIES owns?

TIES Executive Committee and Executive Staff are exploring options at this time.

10. When will the event center debt service be paid?

The debt is paid in full in 2023.

Questions and Answers

11. What happens if TIES dissolves? What is the process for dissolution?

Dissolution requires time and effort to sell assets and pay off liabilities. The process is complex similar to unwinding a company. There are current contracts for professional services and licenses to transfer or terminate. There are current commitments to school districts for essential services that will need to be understood and alternative approaches identified and implemented before significant changes can be made. This will take time, staff and money to complete. At this time, we expect that it would take two years.

12. If TIES dissolves, what happens with assets and liabilities?

Assets and liabilities will be allocated on a pro rata basis to members (as legal owners) according to TIES Bylaws and with the provisions in applicable Minnesota statutes. The Bylaws state that division of assets occurs after payment of, or reservation for, debts and liabilities.

13. How are member districts using the \$2 share of the \$5 annual ownership fee?

Many districts are completing security assessments with the \$2 allocation due to recent cyber-security breaches noted in the media.

14. Who do I contact if I have questions?

Mark Wolak
Executive Director
Mark.Wolak@ties.k12.mn.us
651-999-6005

Shana Finnegan
Chief Operating Officer
Shana.Finnegan@ties.k12.mn.us
651-999-6028

Corey Tramm
Chief Technology Officer
Corey.Tramm@ties.k12.mn.us
651-999-6502



Logged in as: Linda Berg

Assurance Of Compliance

**0917-06 Intermediate School District 917
-INFORMATION NEEDED TO EVIDENCE COMPLIANCE-
School Year: 17-18**

* - indicates required fields.

Coordinator Identification Information

	Human Rights Coordinator	Title IX Coordinator	504 Coordinator
Name*	Don Budach	Don Budach	Don Budach
Telephone Number*	651-423-8426	651-423-8426	651-423-8426
Fax Number*	651-423-8781	651-423-8781	651-423-8781
E-Mail Address*	don.budach@isd917.k1	don.budach@isd917.k1	don.budach@isd917.k1

Mandated Reporter Training

Minnesota Statutes, section 626.556, subd. 12. Districts must inform all mandated reporters of the duties.

I verify that all mandated reporters employed by or otherwise associated with any school in this district have been informed of mandated reporting requirements and of the prohibition of retaliation against anyone reporting maltreatment.

Date of Verification
09/13/2017

Document Submittal Verification

Does MDE have current and accurate copies of the following documents?
Please submit updated policy if revised since Last Submitted Date.

Document	Last Submitted Date	Upload Document
Harassment and Violence policy	10/04/2016	Select file: <input type="button" value="Browse..."/> 413 Harassment and Violence.RTF

District Compliance Requirements Checklist

This assurance is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other federal and state financial assistance extended after the date hereof to the district by the U.S. Department of Education and the Minnesota Department of Education (MDE), including installment payments after such date of application for federal financial assistance and state aid allotments which were approved before such date.

The district recognizes and agrees that such federal and state financial assistance will be extended in reliance on the representations, supporting information required by Minnesota Statute, section 127A.42, subd. 3 and agreements made in this assurance. This assurance is binding on the district and the persons who are authorized to submit information on behalf of the district.

Check all statements in which the district has complied with the state and federal requirements prohibiting discrimination.

Federal Laws:

Title VI of the Civil Rights Act of 1964 (42 USC 2000d, et. seq.; 34 C.F.R. Part 100), which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the district receives federal financial assistance.

Title VII of the Civil Rights Act of 1964 (42 USC 2000e, et. seq.; P.L. 88-352), as amended by the Equal Employment Opportunity Act of 1972 (P.L. 92-261), which prohibits discrimination in employment because of an individual's race, color, religion, sex, or national origin.

- Title VII of the Civil Rights Act of 1964 Pregnancy Discrimination Act (within Title VII) (42 USC § 2000e(k)).
- Title IX of the Education Amendments of 1972 (20 USC § 1681; 34 C.F.R. Part 106), which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance.
- The Age Discrimination in Employment Act of 1967 (29 USC § 621; 42 USC § 6101; 29 C.F.R. Part 621), which prohibits discrimination on the basis of age (over 40 years).
- Section 504 of the Rehabilitation Act of 1973 (34 C.F.R. part 104) prohibiting discrimination on the basis of disability.
- The American with Disabilities Act (42 USC § 12101, et seq.), also prohibiting discrimination on the basis of disability.
- Denial of Equal Educational Opportunity Prohibited (20 USC § 1703).
- The Fair Housing Act (42 USC § 3601 et seq.; 24 C.F.R. part 100).
- The Age Discrimination Act of 1975 (42 USC § 6101 and 6102; 34 C.F.R. part 110).
- Prohibition of Discrimination Based on Blindness (20 USC § 1684).

State Laws:

- The Minnesota Human Rights Act (Minn. Stat. § 363A), which prohibits discrimination in education programs and activities on grounds of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual orientation, disability or age.
- Minnesota Statutes, section 121A.031, which requires school districts to have a written policy to prevent and to prohibit student bullying.
- Minnesota Statutes, section 121A.03, which requires school districts to have a policy prohibiting sexual/racial/religion harassment and violence which applies to students, teachers, administrators and other school personnel.
- Minnesota Statutes, section 121A.04, which prohibits sex discrimination in athletic programs.
- Minnesota Rules, part 3500.0550, relating to the Inclusive Educational Program Plan.
- Minnesota Rules, Chapter 3535.0100-.0180; 3535.2300-.2800; 3535.3000-.3700, relating to equality of educational opportunity and school desegregation, and prohibition of discriminatory practices.

By clicking "Submit" you are affirming that these laws are available in each building in the district, that the information that you have provided is accurate, and that you have the authority to submit this assurance on behalf of the district.

NOTE: When data entry is complete, click "Submit" to send data to The State Department of Education.

Intermediate School District 917
Accounts Receivable Aged Report As of 9/30/17

Member Districts	31-60 Days	61-90 Days	Over 90 Days	Totals
SPECIAL DIST 6	\$ -	\$ 1,322.51	\$ -	\$ 1,322.51
ISD 191	\$ -	\$ 1,809.20	\$ -	\$ 1,809.20
ISD 199	\$ 1,659.00	\$ 4,124.45	\$ -	\$ 5,783.45
ISD 271	\$ -	\$ 1,446.68	\$ -	\$ 1,446.68
Totals	\$ 1,659.00	\$ 8,702.84	\$ -	\$ 10,361.84
All Others				
MDE	\$ -	\$ 3,414,215.77	\$ -	\$ 3,414,215.77
ISD 16	\$ -	\$ 1,187.01	\$ -	\$ 1,187.01
ISD 196	\$ -	\$ 245,875.96	\$ -	\$ 245,875.96
ISD 241	\$ -	\$ 977.04	\$ -	\$ 977.04
ISD 256	\$ -	\$ 8,762.95	\$ -	\$ 8,762.95
ISD 272	\$ -	\$ 4,648.19	\$ -	\$ 4,648.19
ISD 277	\$ -	\$ 2,158.20	\$ -	\$ 2,158.20
ISD 278	\$ 798.25	\$ -	\$ -	\$ 798.25
ISD 280	\$ -	\$ 7,934.51	\$ -	\$ 7,934.51
ISD 281	\$ -	\$ 4,110.20	\$ -	\$ 4,110.20
ISD 283	\$ -	\$ 755.37	\$ -	\$ 755.37
ISD 284	\$ -	\$ 2,447.94	\$ -	\$ 2,447.94
ISD 2905	\$ -	\$ 6,862.92	\$ -	\$ 6,862.92
ISD 318	\$ -	\$ 67.41	\$ -	\$ 67.41
ISD 625	\$ -	\$ 41,687.46	\$ -	\$ 41,687.46
ISD 721	\$ -	\$ 157.29	\$ -	\$ 157.29
ISD 622	\$ -	\$ 196.80	\$ -	\$ 196.80
ISD 624	\$ -	\$ 6,277.27	\$ -	\$ 6,277.27
ISD 834	\$ -	\$ 917.24	\$ -	\$ 917.24
SPECIAL DIST 1	\$ 13,857.99	\$ 74,019.02	\$ -	\$ 87,877.01
MISC RECEIVABLES	\$ -	\$ 2,250.00	\$ -	\$ 2,250.00
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Totals	\$ 14,656.24	\$ 3,825,508.55	\$ -	\$ 3,840,164.79
Grand Total	\$ 16,315.24	\$ 3,834,211.39	\$ -	\$ 3,850,526.63
Total Receivables				\$ 3,859,886.58

Please Note: All balances listed are 6/30/17 receivables billed out over the course of the entire summer and do not truly represent debt over 60 days past due at this time.

Intermediate School District 917
 Special Education Programs
 1995-96 Fall

Duplicated Count
 10/2/1995

Resource Programs	District:										Total
	6	191	192	194	195	196	197	199	200	Other	
Day Treatment (YTP)	0	3	6	3	0	12	9	4	3	1	41
Transitional Education (TES/	7	4	5	8	0	20	26	11	10	8	99
Multi-Handicapped (DASH)	7	8	2	2	0	2	6	5	7	6	45
Deaf and Hard of Hearing (DI	1	3	2	1	0	9	4	1	3	4	28
Autism (PACES)	2	0	2	0	0	1	0	0	0	3	8
Emotional/Beh. Problems (IE	32	43	12	14	1	60	38	35	14	5	254
Corrections (New Chance)	2	1	2	0	0	2	0	0	0	0	7
Itinerant Services											
Audiology	11	29	9	12	0	75	31	7	18	4	196
Deaf and Hard of Hearing	7	26	8	13	0	54	13	7	18	0	146
Inclusion Specialist	2	1	0	18	0	0	10	5	1	3	40
Physically Impaired	3	0	5	6	1	33	15	6	1	1	71
Physical Therapy	24	50	11	26	0	80	25	13	3	5	237
Vision	5	16	3	12	0	32	13	7	10	12	110
TOTAL	103	184	67	115	2	380	190	101	88	52	1282

Intermediate School District 917
 Special Education Programs
 1995-96

Duplicated Count
 2/1/1996

Resource Programs	District:										Total
	6	191	192	194	195	196	197	199	200	Other	
Day Treatment (YTP)	0	5	2	2	0	10	8	10	3	6	46
Transitional Education (TES)	10	4	5	8	0	17	24	11	12	6	97
Multi-Handicapped (DASH)	6	7	2	2	0	3	6	4	8	5	43
Deaf and Hard of Hearing (DI)	2	2	2	1	0	9	4	1	3	3	27
Autism (PACES)	2	0	2	0	0	1	0	0	0	3	8
Emotionally Disturbed (IDEA)	28	44	9	23	1	70	44	37	16	5	277
Corrections (New Chance)	1	2	3	1	0	3	1	3	0	2	16
Itinerant Services											
Audiology	11	29	10	16	0	84	34	10	22	4	220
Deaf and Hard of Hearing	4	27	9	17	0	61	15	8	21	0	162
Inclusion Specialist	1	2	0	22	0	0	7	9	1	3	45
Physically Impaired	4	0	5	9	1	33	15	6	1	1	75
Physical Therapy	21	52	10	30	0	79	27	16	3	3	241
Vision	4	18	2	12	0	38	12	8	12	12	118
TOTAL	94	192	61	143	2	408	197	123	102	53	1375

Intermediate School District 917
 Special Education Programs
 2011-2012

Duplicated Count 10/3/11

Center Based Programs	School District:											Total
	6	191	192	194	195	196	197	199	200	271	Other	
Anthony Louis Center	0	1	2	1	0	1	0	0	0	0	0	5
Options	0	1	1	2	0	6	1	0	0	1	3	15
Transition (TESA)	6	1	13	20	0	2	1	14	13	0	9	79
Multi-Disabled (DASH)	5	2	1	7	0	1	1	1	16	0	2	36
Deaf/Hard of Hearing	4	4	2	2	0	5	3	6	1	1	4	32
Autism (PACES)	0	0	8	8	0	0	3	1	0	0	0	20
Students W/Unique Needs (SUN)	4	7	10	10	0	3	4	5	7	5	5	60
Emotional/Beh. Dis. (IDEA)	8	4	15	12	2	1	7	10	3	10	5	77
Corrections (Riverside School/New Chance)	3	2	0	1	0	11	2	2	1	1	10	33
Therapeutic Education Alternative (TEA)	0	0	5	1	0	1	1	2	1	2	0	13
SUBTOTAL												370
Purchase of Service and Itinerant Programs												
Vision	7	23	8	13	0	1	10	4	10	0	7	83
Deaf and Hard of Hearing	1	22	17	14	3	1	18	19	13	0	4	112
Audiology	17	32	21	23	3	7	25	28	31	10	9	206
Physically Impaired	1	0	17	35	1	0	10	12	0	0	4	80
Physical Therapy	6	52	33	52	3	1	1	3	28	1	3	183
DCALS/DCALS NORTH	2	0	4	1	0	20	5	0	3	0	3	38
SUBTOTAL												702
TOTAL	64	151	157	202	12	61	92	107	127	31	68	1072

<u>School Districts</u>	
6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savage	197 West St. Paul/Mendota Hghts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings

195 Randolph

271 Bloomington

Intermediate School District 917
 Special Education Programs
 2010-2011

Duplicated Count 10/1/10

Center Based Programs	School District:											Total
	6	191	192	194	195	196	197	199	200	271	Other	
Day Treatment (YTP)	1	9	5	4	1	12	3	6	2	3	16	62
Transition (TESA)	7	1	15	20	0	1	2	18	15	0	9	88
Multi-Disabled (DASH)	5	4	2	6	0	2	1	2	14	0	2	38
Deaf/Hard of Hearing	3	6	6	5	0	5	2	4	1	1	3	36
Autism (PACES)	0	1	7	7	0	0	3	2	0	0	0	20
Students W/Unique Needs (SUN)	5	6	8	13	0	5	3	6	5	2	1	54
Emotional/Beh. Dis. (IDEA)	14	1	15	11	1	2	4	21	6	1	1	77
Corrections (Riverside School/New Chance)	1	2	2	1	0	5	1	1	2	0	9	24
Therapeutic Education Alternative (TEA)	0	0	3	0	0	0	0	0	0	2	0	5
SUBTOTAL												404
Purchase of Service and Itinerant Programs												
Vision	8	21	6	14	0	1	9	8	8	0	11	86
Deaf and Hard of Hearing	1	21	18	13	2	3	14	20	5	0	4	101
Audiology	18	35	26	23	2	9	19	28	31	0	7	198
Physically Impaired	1	0	15	26	0	0	10	13	0	0	6	71
Physical Therapy	6	60	35	63	1	0	1	4	21	0	1	192
DCALS/West Heights ALC	2	1	3	2	0	12	3	0	4	0	3	30
SUBTOTAL												678
TOTAL	72	168	166	208	7	57	75	133	114	9	73	1082

School Districts	
6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savage	197 West St. Paul/Mendota Hghts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings

195 Randolph

271 Bloomington

Intermediate School District 917
 Special Education Programs
 2013-2014

Duplicated Count 10/1/13

Center Based Programs	School District:											Total
	6	191	192	194	195	196	197	199	200	271	Other	
Anthony Louis Center	0	0	0	0	0	1	0	0	0	0	4	5
Options	0	0	3	0	0	1	0	1	0	1	6	12
Transition (TESA)	9	0	13	31	1	2	1	3	16	0	3	79
Multi-Disabled (DASH)	5	0	2	5	0	2	0	3	17	0	1	35
Deaf/Hard of Hearing	2	5	3	7	0	6	2	3	3	2	3	36
Autism (PACES)	0	0	15	7	0	0	1	3	1	1	0	28
Students W/Unique Needs (SUN)	6	9	12	18	0	0	7	10	7	4	6	79
Emotional/Beh. Dis. (IDEA)	4	7	9	8	0	1	4	4	5	6	4	52
Corrections (Riverside School/New Chance)	1	3	0	0	0	8	0	5	8	0	12	37
Therapeutic Education Alternative (TEA)	1	0	7	2	0	0	2	2	8	7	1	30
SUBTOTAL												393
Purchase of Service and Itinerant Programs												
Vision	10	27	8	16	1	2	8	6	14	23	3	118
Deaf and Hard of Hearing	2	24	17	16	3	1	22	19	10	0	3	117
Audiology	24	28	21	33	3	9	26	27	28	43	5	247
Physically Impaired	1	0	24	36	2	0	16	15	2	0	3	99
Physical Therapy	4	41	43	48	2	1	0	4	35	1	1	180
DCALS/DCALS NORTH	1	1	5	1	2	38	1	1	4	0	3	57
SUBTOTAL												818
TOTAL	70	145	182	228	14	72	90	106	158	88	58	1211

<u>School Districts</u>	
6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savage	197 West St. Paul/Mendota Hghts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	271 Bloomington

Intermediate School District 917
 Special Education Programs
 2012-2013

Duplicated Count 10/1/12

Center Based Programs	School District:											Total
	6	191	192	194	195	196	197	199	200	271	Other	
Anthony Louis Center	0	1	1	0	0	1	0	0	0	1	3	7
Options	0	2	0	4	0	2	0	0	1	0	1	10
Transition (TESA)	7	2	8	28	1	3	1	7	21	0	3	81
Multi-Disabled (DASH)	3	0	1	5	0	1	1	2	15	0	2	30
Deaf/Hard of Hearing	1	3	3	2	0	4	4	6	2	1	3	29
Autism (PACES)	0	0	10	6	0	0	2	2	0	1	0	21
Students W/Unique Needs (SUN)	4	8	9	13	0	1	3	5	8	5	6	62
Emotional/Beh. Dis. (IDEA)	8	3	12	13	0	0	3	10	8	10	2	69
Corrections (Riverside School/New Chance)	1	2	1	2	0	11	1	2	7	0	7	34
Therapeutic Education Alternative (TEA)	1	0	6	3	0	0	0	4	4	2	2	22
SUBTOTAL												365
Purchase of Service and Itinerant Programs												
Vision	9	25	8	11	0	2	7	5	9	21	5	102
Deaf and Hard of Hearing	1	21	16	14	3	1	24	23	7	0	4	114
Audiology	17	28	22	25	3	8	31	35	27	38	6	240
Physically Impaired	0	0	21	35	2	1	16	16	2	0	4	97
Physical Therapy	3	49	34	48	2	1	1	4	31	1	2	176
DCALS/DCALS NORTH	1	2	3	2	1	28	7	1	2	0	1	48
SUBTOTAL												777
TOTAL	56	146	155	211	12	64	101	122	144	80	51	1142

<u>School Districts</u>	
6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savage	197 West St. Paul/Mendota Hghts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	271 Bloomington

Intermediate School District 917
 Special Education Programs
 2009-2010

Duplicated Count 11/24/09

Center Based Programs	School District:										Total
	6	191	192	194	195	196	197	199	200	Other	
Day Treatment (YTP)	4	3	8	4	0	13	10	4	0	19	65
Transition (TESA)	4	0	13	16	0	3	6	19	14	8	83
Multi-Disabled (DASH)	4	7	2	6	0	2	1	1	15	3	41
Deaf/Hard of Hearing	2	6	5	3	0	7	2	5	1	4	35
Autism (PACES)	0	0	8	6	0	0	1	2	0	1	18
Unique Needs (SUN)	6	2	11	11	0	3	3	7	6	3	52
Emotional/Beh. Dis. (IDEA)	14	0	14	19	0	1	5	22	8	6	89
Corrections (Riverside School/New Chance)	6	4	3	2	0	7	3	2	3	5	35
Therapeutic Education Alternative (TEA)	1	0	3	0	0	0	0	1	0	0	5
SUBTOTAL											423
Purchase of Service and Itinerant Programs											
Vision	10	26	10	18	0	0	8	6	9	11	98
Deaf and Hard of Hearing	16	21	17	21	1	0	10	15	4	5	110
Audiology	21	31	22	29	1	7	16	24	31	9	191
Physically Impaired	6	0	15	21	0	1	9	12	2	1	67
Physical Therapy	4	63	36	56	2	1	1	4	23	4	194
DCALS/West Heights ALC	2	0	1	3	0	23	0	0	4	4	37
SUBTOTAL											697
TOTAL	100	163	168	215	4	68	75	124	120	83	1120

School Districts	
6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savag	197 West St. Paul/Mendota Hgts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings

195 Randolph

Intermediate School District 917
 Special Education Programs
 2009-2010

Duplicated Count 10/1/09

Center Based Programs	School District:										Total
	6	191	192	194	195	196	197	199	200	Other	
Day Treatment (YTP)	4	1	8	8	0	16	8	4	0	16	65
Transition (TESA)	4	0	15	16	0	3	6	19	14	7	84
Multi-Disabled (DASH)	3	7	2	6	0	1	1	1	15	3	39
Deaf/Hard of Hearing	2	6	5	3	0	7	2	5	1	4	35
Autism (PACES)	0	0	8	6	0	0	1	2	0	1	18
Unique Needs (SUN)	6	2	12	8	0	3	3	7	5	3	49
Emotional/Beh. Dis. (IDEA)	14	0	13	20	0	1	3	23	8	3	85
Corrections (Riverside School/New Chance)	4	3	4	2	0	6	2	4	1	8	34
Therapeutic Education Alternative (TEA)	0	0	3	0	0	0	0	1	0	0	4
SUBTOTAL											413
Purchase of Service and Itinerant Programs											
Vision	10	26	10	18	0	0	8	6	9	11	98
Deaf and Hard of Hearing	16	21	17	21	1	0	10	15	4	5	110
Audiology	21	31	22	29	1	7	16	24	31	9	191
Physically Impaired	6	0	15	21	0	1	9	12	2	1	67
Physical Therapy	4	63	36	56	2	1	1	4	23	4	194
DCALS/West Heights ALC	2	0	1	3	0	23	0	0	4	4	37
SUBTOTAL											697
TOTAL	96	160	171	217	4	69	70	127	117	79	1110

School Districts	
6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savag	197 West St. Paul/Mendota Hgts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings

195 Randolph

Intermediate School District 917
 Special Education Programs
 2008-2009

Duplicated Count 10/1/08

Center Based Programs	School District:										Total
	6	191	192	194	195	196	197	199	200	Other	
Day Treatment (YTP)	3	4	3	3	0	11	4	9	2	16	55
Transition (TESA)	5	0	12	19	0	3	13	20	17	8	97
Multi-Disabled (DASH)	5	7	6	3	0	0	2	2	13	3	41
Deaf/Hard of Hearing	2	6	6	3	0	8	2	6	1	2	36
Autism (PACES)	0	0	5	4	0	0	0	1	0	1	11
Unique Needs (SUN)	4	2	12	5	0	4	2	5	5	4	43
Emotional/Beh. Dis. (IDEA)	13	0	10	24	0	1	7	21	10	3	89
Corrections (Riverside School/New Chance)	1	2	1	2	0	8	8	1	3	4	30
SUBTOTAL											402
Purchase of Service and Itinerant Programs											
Vision	7	28	7	19	0	2	8	6	11	4	92
Deaf and Hard of Hearing	11	23	16	18	2	1	8	21	3	5	108
Audiology	18	34	22	26	2	9	12	28	33	7	191
Physically Impaired	0	0	19	30	0	2	7	8	2	2	70
Physical Therapy	6	72	35	65	0	2	1	4	24	3	212
DCALS/West Heights ALC	1	0	4	2	0	16	8	4	5	2	42
SUBTOTAL											715
TOTAL	76	178	158	223	4	67	82	136	129	64	1117

School Districts	
6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savag	197 West St. Paul/Mendota Hgts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	

Intermediate School District 917
 Special Education Programs
 2007-2008

Duplicated Count 10/1/07

Center Based Programs	School District:										Total
	6	191	192	194	195	196	197	199	200	Other	
Day Treatment (YTP)	6	2	3	10	1	7	2	8	2	16	57
Transition (TESA)	7	0	10	13	0	2	12	13	19	9	85
Multi-Disabled (DASH)	5	8	4	4	0	0	2	1	12	3	39
Deaf/Hard of Hearing	4	6	5	7	0	8	5	5	1	3	44
Autism (PACES)	0	0	6	3	0	0	0	1	1	0	11
Unique Needs (SUN)	6	1	8	6		3	1	1	3	2	31
Emotional/Beh. Dis. (IDEA)	5	0	16	16	0	0	11	19	12	4	83
Corrections (Riverside School/New Chance)	5	1	2	0	0	12	0	2	3	6	31
Transition Disabled Programs	1	1	2	3	0	1	3	1	2	0	14
SUBTOTAL											395
Purchase of Service and Itinerant Programs											
Vision	8	24	7	20	0	3	10	11	8	4	95
Deaf and Hard of Hearing	15	25	15	15	0	1	9	16	1	4	101
Audiology	20	42	20	26	0	12	18	30	34	10	212
Physically Impaired	10	1	15	26	0	1	4	8	4	2	71
Physical Therapy	5	75	32	64	0	1	1	2	24	6	210
DCALS/West Heights ALC	2	0	1	1	0	14	8	2	5	6	39
SUBTOTAL											728
TOTAL	99	186	146	214	1	65	86	120	131	75	1123

<u>School Districts</u>	
6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savag	197 West St. Paul/Mendota Hghts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	

Intermediate School District 917
 Special Education Programs
 Spring 2006-2007

Duplicated Count
 6/7/2007

Center Based Programs	School District:										Total
	6	191	192	194	195	196	197	199	200	Other	
Day Treatment (YTP)	8	6	6	10	1	14	2	7	8	9	71
Transition (TESA)	10	2	9	13	0	4	11	14	16	8	87
Multi-Disabled (DASH)	6	9	4	4	0	0	2	1	10	3	39
Deaf/Hard of Hearing	5	6	5	7	0	7	6	3	1	2	42
Autism (PACES)	0	0	7	3	0	0	0	1	1	0	12
Emotional/Beh. Dis. (IDEA)	10	1	18	23	0	2	11	25	14	7	111
Corrections (Riverside School)	5	3	2	0	0	10	0	4	6	7	37
SUBTOTAL											399
Itinerant Teacher Programs											
Vision	10	23	6	18	0	3	10	10	8	5	93
Deaf and Hard of Hearing	11	26	13	15	0	2	8	17	1	5	98
Audiology	21	40	19	26	0	10	18	29	37	8	208
Physically Impaired	8	1	14	29	0	1	4	9	4	3	73
Physical Therapy	6	76	31	65	0	1	3	3	24	8	217
DCALS	0	0	0	0	0	12	2	2	2	3	21
SUBTOTAL											710
TOTAL	100	193	134	213	1	66	77	125	132	68	1109

<u>School Districts</u>	
6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savag	197 West St. Paul/Mendota Hghts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	

Intermediate School District 917
 Special Education Programs
 2006-2007

Duplicated Count
 10/3/2006

Center Based Programs	School District:										Total
	6	191	192	194	195	196	197	199	200	Other	
Day Treatment (YTP)	3	5	5	1	0	17	2	7	7	10	57
Transition (TESA)	7	2	8	13	0	3	11	14	14	7	79
Multi-Disabled (DASH)	6	9	4	3	0	0	2	1	11	3	39
Deaf/Hard of Hearing	4	7	5	6	0	8	2	3	1	2	38
Autism (PACES)	0	0	7	3	0	0	0	1	1	0	12
Emotional/Beh. Dis. (IDEA)	19	0	16	22	0	2	4	18	13	4	98
Corrections (Riverside School)	7	3	1	5	0	9	3	3	5	3	39
SUBTOTAL											362
Itinerant Teacher Programs											
Vision	8	24	5	16	0	3	5	12	8	5	86
Deaf and Hard of Hearing	13	29	12	17	0	1	10	16	2	4	104
Audiology	20	42	19	29	0	10	14	27	33	7	201
Physically Impaired	8	1	13	32	0	1	4	8	2	3	72
Physical Therapy	5	78	26	64	0	4	6	3	20	8	214
DCALS	1	1	3	0	0	21	2	1	4	4	37
SUBTOTAL											714
TOTAL	101	201	124	211	0	79	65	114	121	60	1076

School Districts	
6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savag	197 West St. Paul/Mendota Hghts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	

Intermediate School District 917
 Special Education Programs
 2005-2006

Duplicated Count
 10/3/2005

Center Based Programs	School District:										Total
	6	191	192	194	195	196	197	199	200	Other	
Day Treatment (YTP)	7	8	6	6	0	7	5	4	2	12	57
Transition (TESA)	6	4	8	10	0	3	13	11	14	3	72
Multi-Disabled (DASH)	6	13	5	3	0	1	2	1	12	3	46
Deaf/Hard of Hearing	3	4	5	9	0	8	2	2	1	0	34
Autism (PACES)	0	0	6	3	0	0	1	0	1	1	12
Emotional/Beh. Dis. (IDEA)	16	0	15	27	0	1	8	19	18	4	108
Corrections (Riverside School)	7	9	0	5	0	15	3	1	5	4	49
SUBTOTAL											378
Itinerant Teacher Programs											
Vision	8	23	2	14	0	4	7	9	10	4	81
Deaf and Hard of Hearing	10	28	14	11	0	5	7	22	0	3	100
Audiology	20	44	22	30	1	14	12	32	32	4	211
Physically Impaired	9	0	13	30	0	2	4	13	1	4	76
Physical Therapy	8	78	23	63	1	6	9	6	20	5	219
DCALS	3	2	4	1	0	18	2	0	2	5	37
SUBTOTAL											724
TOTAL	103	213	123	212	2	84	75	120	118	52	1102

School Districts	
6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savag	197 West St. Paul/Mendota Hgths/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	659 Northfield

Intermediate School District 917
 Special Education Programs
 2004-2005

Duplicated Count
 1/6/2005

Classroom Programs	District:											Total
	6	191	192	194	195	196	197	199	200	659	Other	
Day Treatment (YTP)	5	5	8	4	0	12	5	10	9	1	25	84
Transition (TESA)	6	3	10	9	0	2	9	9	11	0	3	62
Multi-Handicapped (DASH)	5	12	5	2	0	1	4	1	9	0	2	41
Deaf/Hard of Hearing	2	6	5	5	0	6	3	3	2	0	2	34
Autism (PACES)	0	0	5	4	0	1	1	0	1	0	1	13
Emotional/Beh. Dis. (IDEA)	18	0	11	32	0	2	7	26	27	0	1	124
Juvenile Services Center	3	3	3	2	0	13	2	3	6	1	4	40
SUBTOTAL												398
Itinerant Teacher Programs												
Audiology	19	41	27	27	1	11	16	29	37	0	5	213
Deaf and Hard of Hearing	9	19	18	11	0	6	7	19	1	0	1	91
Physically Impaired	10	0	12	31	0	1	7	11	0	0	3	75
Physical Therapy	7	73	22	51	1	4	10	5	8	0	5	186
Vision	7	22	2	14	0	3	7	11	11	0	5	82
DCALS	3	0	2	1	1	20	2	2	3	0	6	40
SUBTOTAL												687
TOTAL	94	184	130	193	3	82	80	129	125	2	63	1085

School Districts

6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville	197 West St. Paul/Mendota Hghts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	659 Northfield

Intermediate School District 917
 Special Education Programs
 Fall 2004-2005

Duplicated Count
 9/29/2004

Classroom Programs	District:											Total
	6	191	192	194	195	196	197	199	200	659	Other	
Day Treatment (YTP)	4	7	7	3	0	9	4	9	6	4	23	76
Transition (TESA)	6	4	9	9	0	4	9	9	11	0	2	63
Multi-Handicapped (DASH)	4	12	4	2	0	1	4	1	10	0	2	40
Deaf/Hard of Hearing	2	7	5	7	0	6	3	3	2	0	2	37
Autism (PACES)	0	0	4	2	0	1	1	0	1	0	1	10
Emotional/Beh. Dis. (IDEA)	19	0	9	25	0	3	4	21	27	0	0	108
Juvenile Services Center	5	5	6	0	0	13	1	4	6	1	8	49
SUBTOTAL												383
Itinerant Teacher Programs												
Audiology	18	39	27	26	1	11	19	32	31	0	4	208
Deaf and Hard of Hearing	10	17	19	11	0	6	11	17	1	0	1	93
Physically Impaired	10	0	12	31	0	2	4	11	0	0	2	72
Physical Therapy	5	70	23	55	1	4	7	8	8	0	5	186
Vision	8	22	4	15	0	3	7	10	11	0	9	89
DCALS	3	3	2	2	1	22	0	1	2	0	8	44
SUBTOTAL												692
TOTAL	94	186	131	188	3	85	74	126	116	5	67	1075

School Districts

6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville	197 West St. Paul/Mendota Hghts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	659 Northfield

Intermediate School District 917
 Special Education Programs
 2003-2004

Duplicated Count
 ON 12/9/2003

Classroom Programs	District:												Total
	6	191	192	194	195	196	197	199	200	659	993	Other	
Day Treatment (YTP)	6	3	7	1	0	6	7	4	5	3	0	38	80
Transition (TESA)	5	15	9	11	0	2	13	11	7	1	0	1	75
Multi-Handicapped (DASH)	5	12	2	2	0	1	6	6	10	0	0	2	46
Deaf/Hard of Hearing	4	8	4	7	0	6	1	3	1	0	0	1	35
Autism (PACES)	1	0	2	1	0	0	0	1	0	0	0	0	5
Emotional/Beh. Dis. (IDEA)	20	0	17	31	0	2	4	27	21	1	0	1	124
Juvenile Services Center	3	9	4	0	0	14	1	4	8	0	0	6	49
SUBTOTAL													414
Itinerant Teacher Programs													
Audiology	21	47	28	29	1	11	21	29	35	0		3	225
Deaf and Hard of Hearing	9	19	22	14	0	5	13	15	0	0		1	98
Physically Impaired	9	0	9	26	0	0	5	9	0	0		2	60
Physical Therapy	3	73	25	56	1	3	7	11	7	0		4	190
Vision	7	28	5	20	0	2	10	10	9	1	26	2	120
DCALS	2	1	1	5	1	15	2	1	0	0		3	31
SUBTOTAL													724
TOTAL	95	215	135	203	3	67	90	131	103	6	26	64	1138

School Districts

6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville	197 West St. Paul/Mendota Hgts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	659 Northfield
	993 MN River Valley Spec Ed Coop

Intermediate School District 917
 Special Education Programs
 Fall 2003-2004

Duplicated Count
 10/7/2003

Classroom Programs	District:											Total	
	6	191	192	194	195	196	197	199	200	659	Other		
Day Treatment (YTP)	5	5	5	0	0	4	8	4	3	3	37	74	
Transition (TESA)	5	15	10	11	0	2	13	11	8	0	1	76	
Multi-Handicapped (DASH)	4	12	3	2	0	1	6	6	10	0	2	46	School Districts
Deaf/Hard of Hearing	4	7	4	6	0	6	1	3	1	0	2	34	
Autism (PACES)	0	0	1	1	0	0	0	1	0	0	0	3	6 So. St. Paul
Emotional/Beh. Dis. (IDEA)	13	0	21	31	0	2	4	30	26	0	0	127	191 Burnsville
Juvenile Services Center	3	8	5	1	0	12	3	2	7	0	3	44	192 Farmington
SUBTOTAL												404	194 Lakeville
													195 Randolph
													196 Rosemount/ Apple Valley/ Eagan
Itinerant Teacher Programs													
Audiology	21	46	28	29	1	9	20	30	38	0	4	226	197 W. St. Paul/ Mendota Hts/ Eagan
Deaf and Hard of Hearing	10	23	22	17	0	3	13	15	0	0	1	104	
Physically Impaired	8	0	10	26	0	0	5	9	1	0	2	61	
Physical Therapy	6	73	27	55	1	2	7	13	7	0	5	196	199 Inver Grove Heights
Vision	7	27	5	20	0	1	13	10	8	1	31	123	
DCALS	1	4	1	2	1	11	3	2	1	0	0	26	200 Hastings
SUBTOTAL												736	659 Northfield
TOTAL	87	220	142	201	3	53	96	136	110	4	88	1140	

Appendix C

Intermediate School District 917
 Special Education Programs
 Fall 2002-2003

Duplicated Count
 10/7/2002

Classroom Programs	District:											Total
	6	191	192	194	195	196	197	199	200	659	Other	
Day Treatment (YTP)	9	3	5	5	0	9	5	8	1	1	25	71
Transition (TESA)	3	23	13	10	0	6	16	12	12	0	2	97
DCD: Severe-Profound (DASH)	4	9	2	3	0	0	6	4	6	0	3	37
Deaf/Hard of Hearing	3	8	4	6	0	8	0	2	1	0	2	34
Autism (PACES)	0	0	1	1	0	0	1	1	0	0	0	4
Emotional/Beh. Dis. (IDEA)	12	2	16	27	1	1	16	25	20	0	3	123
Juvenile Services Center	1	6	3	1	0	5	5	6	4	0	12	43
SUBTOTAL	32	51	44	53	1	29	49	58	44	1	47	409
Itinerant Teacher Programs												
Vision	6	23	3	18	0	1	7	9	8	1	26	102
Deaf and Hard of Hearing	20	29	18	20	0	4	18	18	1	0	2	130
Audiology	28	44	23	31	0	11	20	31	47	0	4	239
Physically Impaired	7	1	10	25	0	0	3	9	0	0	2	57
Physical Therapy	4	65	20	49	1	4	6	6	4	0	5	164
SUBTOTAL	65	162	74	143	1	20	54	73	60	1	39	692
TOTAL	97	213	118	196	2	49	103	131	104	2	86	1101

6 So. St. Paul	196 Rosemount
191 Burnsville	197 West St. Paul
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	659 Northfield

Intermediate School District 917
 Special Education Programs
 Spring 2002-03

Duplicated Count
 6/5/2003

Classroom Programs	District:											Total
	6	191	192	194	195	196	197	199	200	659	Other	
Day Treatment (YTP)	11	5	3	3	0	5	7	8	3	0	35	80
Transition (TESA)	2	20	13	10	0	2	17	11	12	0	2	89
Multi-Handicapped (DASH)	4	9	2	2	0	0	5	5	10	0	2	39
Deaf/Hard of Hearing	3	8	4	6	0	8	0	2	1	0	2	34
Autism (PACES)	0	0	1	1	0	0	1	1	0	0	0	4
Emotional/Beh. Dis. (IDEA)	19	0	17	30	2	1	9	27	23	0	3	131
Juvenile Services Center	4	11	3	1	0	11	6	2	2	2	5	47
SUBTOTAL												424
Itinerant Teacher Programs												
Audiology	26	48	24	29	0	11	21	36	44	0	3	242
Deaf and Hard of Hearing	16	32	19	18	0	5	15	22	1	0	0	128
Physically Impaired	9	0	10	27	0	0	3	10	0	0	3	62
Physical Therapy	5	69	26	53	1	2	8	12	7	0	5	188
Vision	6	24	5	17	0	1	7	9	7	1	24	101
DCALS	1	4	1	1	1	11	3	2	1	0	0	25
SUBTOTAL												746
TOTAL	106	230	128	198	4	57	102	147	111	3	84	1170

School Districts

6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville	197 West St. Paul/Mendota Hghts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	659 Northfield

Intermediate School District 917
 Special Education Programs
 Spring 2001-02

Duplicated Count
 3/7/2002

Classroom Programs	District:											Total
	6	191	192	194	195	196	197	199	200	659	Other	
Day Treatment (YTP)	7	5	5	4	0	15	5	4	2	0	13	60
Transition (TESA)	4	19	12	8	0	7	17	10	9	1	4	91
Multi-Handicapped (DASH)	5	8	2	3	0	0	6	4	6	0	5	39
Deaf/Hard of Hearing	3	6	5	7	0	7	1	2	1	0	2	34
Autism (PACES)	0	0	0	1	0	0	1	1	0	0	0	3
Emotional/Beh. Dis. (IDEA)	15	3	19	32	1	1	24	20	22	0	5	142
Juvenile Services Center	4	7	3	3	0	8	2	3	5	1	9	45
Itinerant Teacher Programs												
Audiology	29	41	26	30	0	9	22	28	42	0	6	233
Deaf and Hard of Hearing	20	28	18	19	0	3	20	15	33	0	3	159
Physically Impaired	8	1	10	21	0	0	2	8	0	0	3	53
Physical Therapy	3	67	21	47	1	4	7	5	4	0	8	167
Vision	6	22	3	16	0	1	8	9	8	1	29	103
TOTAL	104	207	124	191	2	55	115	109	132	3	87	1129

School Districts
 6 So. St. Paul
 191 Burnsville
 192 Farmington
 194 Lakeville
 195 Randolph
 196 Rosemount/
 Apple Valley/
 Eagan
 197 W. St. Paul/
 Mendota Hts/
 Eagan
 199 Inver Grove
 Heights
 200 Hastings
 659 Northfield

Intermediate School District 917
 Special Education Programs
 Spring 2000-01

Duplicated Count
 3/7/2001

Classroom Programs	District:											Total	
	6	191	192	194	195	196	197	199	200	659	Other		
Day Treatment (YTP)	8	8	6	2	0	15	3	6	1	0	13	62	
Transition (TESA)	7	18	12	7	2	5	20	9	5	1	2	88	
Multi-Handicapped (DASH)	7	5	0	1	0	0	8	3	7	0	5	36	<u>School Districts</u>
Deaf/Hard of Hearing	4	5	4	11	0	6	1	2	1	0	1	35	
Autism (PACES)	1	0	0	2	0	1	6	2	0	0	0	12	6 So. St. Paul
Emotional/Beh. Dis. (IDEA)	15	6	15	33	1	0	41	19	26	0	6	162	191 Burnsville
Juvenile Services Center	5	9	5	2	0	6	1	0	0	0	10	38	192 Farmington
													194 Lakeville
													195 Randolph
													196 Rosemount/ Apple Valley/ Eagan
Itinerant Teacher Programs													
Audiology	27	41	19	33	0	7	22	28	41	0	4	222	197 W. St. Paul/
Deaf and Hard of Hearing	20	30	15	19	0	4	21	19	35	0	3	166	Mendota Hts/ Eagan
Physically Impaired	0	2	11	16	0	0	0	2	0	0	2	33	
Physical Therapy	7	67	19	46	1	2	8	7	3	0	6	166	199 Inver Grove Heights
Vision	6	25	4	14	0	0	8	13	4	0	27	101	200 Hastings
													659 Northfield
TOTAL	107	216	110	186	4	46	139	110	123	1	79	1121	

Intermediate School District 917
 Special Education Programs
 2001 - 2002 Enrollment

Duplicated Count
 1/11/2002

Classroom Programs	District:											Total
	6	191	192	194	195	196	197	199	200	659	Other	
Day Treatment (YTP)	4	6	10	7	0	17	8	5	3	0	21	81
Transition (TESA)	4	18	10	8	0	6	19	9	8	1	4	87
Multi-Handicapped (DASH)	6	8	2	3	0	0	6	4	6	0	5	40
Deaf/Hard of Hearing	3	5	4	8	0	6	1	2	1	0	3	33
Autism (PACES)	0	0	0	1	0	0	1	1	0	0	0	3
Emotional/Beh. Dis. (IDEA)	11	5	14	34	1	0	30	23	18	0	8	144
Juvenile Services Center	5	8	1	3	0	9	5	4	2	1	7	45
SUBTOTAL	33	50	41	64	1	38	70	48	38	2	48	433
Itinerant Teacher Programs												
Audiology	29	39	25	33	0	7	24	28	43	0	7	235
Deaf and Hard of Hearing	21	28	18	23	0	2	20	18	32	0	4	166
Physically Impaired	10	1	8	20	0	0	0	9	1	0	3	52
Physical Therapy	4	67	19	51	1	3	6	6	4	0	8	169
Vision	7	24	4	16	0	0	7	11	5	0	28	102
SUBTOTAL	71	159	74	143	1	12	57	72	85	0	50	724
TOTAL	104	209	115	207	2	50	127	120	123	2	98	1157

6 So. St. Paul	196 Rosemount
191 Burnsville	197 West St. Paul
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	659 Northfield

Appendix B

Intermediate School District 917
Special Education Programs
2001 - 2002 Enrollment

Duplicated Count
10/9/2001

Classroom Programs	District:											Total
	6	191	192	194	195	196	197	199	200	659	Other	
Day Treatment (YTP)	5	8	9	3	0	22	3	3	2	0	21	76
Transition (TESA)	4	20	11	9	1	4	18	9	7	1	3	87
DCD: Severe-Profound (DASH)	6	8	1	3	0	0	7	4	6	0	5	40
Deaf/Hard of Hearing	3	5	4	10	0	6	1	2	1	0	3	35
Autism (PACES)	0	0	0	0	0	0	1	2	0	0	0	3
Emotional/Beh. Dis. (IDEA)	13	4	14	33	1	0	29	17	17	0	3	131
Juvenile Services Center	6	12	5	2	0	9	7	4	5	0	16	66
SUBTOTAL	37	57	44	60	2	41	66	41	38	1	51	438
Itinerant Teacher Programs												
Vision	7	26	4	15	0	0	8	10	4	0	29	103
Deaf and Hard of Hearing	20	31	18	24	0	2	20	18	34	0	4	171
Audiology	26	41	20	35	0	7	23	27	44	0	7	230
Physically Impaired	7	1	8	18	0	0	0	6	0	0	2	42
Physical Therapy	4	69	20	48	1	2	6	8	3	0	7	168
SUBTOTAL	64	168	70	140	1	11	57	69	85	0	49	714
TOTAL	101	225	114	200	3	52	123	110	123	1	100	1152

6 So. St. Paul
191 Burnsville
192 Farmington
194 Lakeville
195 Randolph

196 Rosemount
197 West St. Paul
199 Inver Grove Heights
200 Hastings
659 Northfield

Intermediate School District 917
 Special Education Programs
 2000 - 2001 Enrollment

Duplicated Count
 0/12/2000

Classroom Programs	District:											Total
	6	191	192	194	195	196	197	199	200	659	Other	
Day Treatment (YTP)	9	7	6	3	0	15	6	5	3	0	10	64
Transition (TESA)	6	20	10	7	2	5	17	10	7	1	2	87
Multi-Handicapped (DASH)	6	6	0	1	0	0	9	3	7	0	7	39
Deaf/Hard of Hearing	2	4	4	8	0	6	3	2	1	0	1	31
Autism (PACES)	1	1	1	2	0	1	6	3	0	0	0	15
Emotional/Beh. Dis. (IDEA)	32	5	11	30	1	2	30	17	21	0	3	152
Juvenile Services Center	3	5	2	9	0	12	1	1	5	1	14	53
SUBTOTAL	59	48	34	60	3	41	72	41	44	2	37	441
Itinerant Teacher Programs												
Audiology	22	38	18	29	0	8	27	24	28	0	2	196
Deaf and Hard of Hearing	17	27	13	16	0	4	24	14	28	0	1	144
Physically Impaired	6	8	13	17	0	0	10	9	0	0	4	67
Physical Therapy	12	71	19	35	0	1	19	4	3	0	8	172
Vision	3	27	3	14	0	0	9	12	5	0	28	101
SUBTOTAL	60	171	66	111	0	13	89	63	64	0	43	680
TOTAL	119	219	100	171	3	54	161	104	108	2	80	1121

6 So. St. Paul	196 Rosemount
191 Burnsville	197 West St. Paul
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	659 Northfield

Intermediate School District 917
 Special Education Programs
 1999-2000 Enrollment

Duplicated Count
 2/14/2000

Classroom Programs	District:											Total	
	6	191	192	194	195	196	197	199	200	659	Other		
Day Treatment (YTP)	9	12	1	2	0	10	1	4	6	0	19	64	
Transition (TESA)	6	17	7	9	2	4	13	14	8	1	5	86	
Multi-Handicapped (DASH)	6	5	0	1	0	1	7	12	6	0	6	44	School Districts
Deaf/Hard of Hearing	0	4	4	5	0	8	2	1	1	0	2	27	
Autism (PACES)	0	0	3	2	0	1	2	3	0	0	0	11	6 So. St. Paul
Emotional/Beh. Dis. (IDEA)	42	7	8	38	2	1	26	50	28	0	0	202	191 Burnsville
Juvenile Services Center	5	4	1	4	0	10	0	0	2	2	21	49	192 Farmington
FABS	1	1					1					3	
SUBTOTAL	69	50	24	61	4	35	52	84	51	3	53	486	194 Lakeville
Itinerant Teacher Programs													195 Randolph
Audiology	16	43	18	28	0	11	25	22	34	0	4	201	196 Rosemount/ Apple Valley/ Eagan
Deaf and Hard of Hearing	12	26	13	19	0	7	22	16	33	0	3	151	197 W. St. Paul/ Mendota Hgts/
Physically Impaired	6	11	10	17	0	0	14	10	1	0	3	72	Eagan
Physical Therapy	16	65	15	32	0	0	23	20	3	0	7	181	199 Inver Grove
Vision	5	24	3	18	0	0	12	13	4	0	30	109	Heights
SUBTOTAL	55	169	59	114	0	18	96	81	75	0	47	714	200 Hastings
TOTAL	124	219	83	175	4	53	148	165	126	3	100	1200	659 Northfield

Intermediate School District 917
Special Education Programs
1998-99 Feb. Enrollment

Classroom Programs	District:									
	6	191	192	194	195	196	197	199	200	659
Day Treatment (YTP)	6	5	2	2	1	16	3	4	1	0
Transition (TESA)	6	12	7	9	2	3	18	18	10	2
Multi-Handicapped (DASH)	5	6	3	1	0	2	6	12	4	0
Deaf/Hard of Hearing	0	3	3	7	0	6	1	1	0	0
Autism (PACES)	0	0	3	2	0	1	1	3	0	0
Emotional/Beh. Dis. (IDEA)	43	22	15	34	3	4	45	54	33	0
Juvenile Services Center	2	7	2	4	0	18	2	2	1	0
Itinerant Teacher Programs										
Audiology	12	41	16	26	0	6	26	21	25	24
Deaf and Hard of Hearing	9	32	15	19	0	2	21	15	24	21
Physically Impaired	6	16	0	15	1	0	13	10	0	9
Physical Therapy	14	58	13	37	0	1	20	25	1	0
Vision	6	21	5	15	0	0	12	14	7	4
TOTAL	109	223	84	171	7	59	168	179	106	60

Duplicated Count
2/19/1999

<u>Other</u>	<u>Total</u>	
12	52	
7	94	
5	44	
1	22	
0	10	
5	258	
9	47	
		<u>School Districts</u>
		6 So. St. Paul
		191 Burnsville
		192 Farmington
		194 Lakeville
		195 Randolph
		196 Rosemount/ Apple Valley/ Eagan
3	200	197 W. St. Paul/ Mendota Hgts/ Eagan
2	160	
2	72	
8	177	199 Inver Grove Heights
23	107	200 Hastings
		659 Northfield
77	1243	

Intermediate School District 917
 Special Education Programs
 1999-2000 Fall Enrollment

Duplicated Count
 0/18/1999

Classroom Programs	District:											Total	
	6	191	192	194	195	196	197	199	200	659	Other		
Day Treatment (YTP)	8	11	0	3	0	10	3	2	4	0	12	53	
Transition (TESA)	4	19	6	8	2	4	13	14	8	1	7	86	
Multi-Handicapped (DASH)	6	5	0	1	0	1	7	12	4	0	8	44	<u>School Districts</u>
Deaf/Hard of Hearing	0	5	3	5	0	7	3	1	1	0	2	27	
Autism (PACES)	0	0	3	2	0	1	3	3	0	0	0	12	6 So. St. Paul
Emotional/Beh. Dis. (IDEA)	43	4	10	29	3	2	30	52	27	0	2	202	191 Burnsville
Juvenile Services Center	2	6	1	4	0	14	2	2	2	0	8	41	192 Farmington
SUBTOTAL	63	50	23	52	5	39	61	86	46	1	39	465	194 Lakeville
Itinerant Teacher Programs													195 Randolph
Audiology	12	36	16	26	0	8	22	28	27	0	4	179	196 Rosemount/ Apple Valley/ Eagan
Deaf and Hard of Hearing	8	23	12	17	0	4	18	16	27	0	2	127	197 W. St. Paul/ Mendota Hgts/ Eagan
Physically Impaired	6	11	10	17	0	0	12	9	1	0	2	68	199 Inver Grove Heights
Physical Therapy	14	57	16	27	0	0	20	20	2	0	8	164	200 Hastings
Vision	5	16	3	14	0	0	7	11	3	0	28	87	
SUBTOTAL	45	143	57	101	0	12	79	84	60	0	44	625	659 Northfield
TOTAL	108	193	80	153	5	51	140	170	106	1	83	1090	

Intermediate School District 917
 Special Education Programs
 1998-99 Fall Enrollment

Duplicated Count
 10/1/1998

Classroom Programs	District:											Total	
	6	191	192	194	195	196	197	199	200	659	Other		
Day Treatment (YTP)	5	2	3	2	0	11	1	3	2	0	14	43	
Transition (TESA)	6	11	8	10	1	3	18	16	10	3	7	93	
Multi-Handicapped (DASH)	5	6	3	1	0	3	7	13	4	0	5	47	School I
Deaf/Hard of Hearing	0	3	3	7	0	8	1	1	0	0	1	24	
Autism (PACES)	1	0	3	2	0	1	0	3	0	0	0	10	6
Emotional/Beh. Dis. (IDEA)	39	26	13	31	2	1	32	38	22	0	5	209	191
Juvenile Services Center	3	6	4	5	0	12	0	0	1	0	8	39	192
													194
													195
													196
Itinerant Teacher Programs													
Audiology	7	36	14	21	0	7	23	19	24	25	1	177	197
Deaf and Hard of Hearing	5	29	13	16	0	3	18	14	23	22	0	143	
Physically Impaired	8	16	0	15	0	0	11	7	0	7	2	66	
Physical Therapy	15	57	12	36	0	2	19	23	1	0	6	171	199
Vision	6	21	1	15	0	1	12	15	7	5	20	103	200
													659
TOTAL	100	213	77	161	3	52	142	152	94	62	69	1125	

Districts

So. St. Paul
Burnsville
Farmington
Lakeville
Randolph
Rosemount/
Apple Valley/
Eagan
W. St. Paul/
Mendota Hgts/
Eagan
Inver Grove
Heights
Hastings
Northfield

**Intermediate School District 917
Special Education Programs
2014-15**

Duplicated Count 10/1/14

Center Based Programs	School District:											Total
	6	191	192	194	195	196	197	199	200	271	Other	
Anthony Louis Center	0	0	1	0	0	0	0	0	0	0	1	2
Options	0	1	0	0	0	3	0	1	1	1	9	16
YTP	2	10	1	3	0	11	1	1	7	2	20	58
Transition (TESA)	8	0	15	27	1	3	1	6	10	1	6	78
Multi-Disabled (DASH)	6	0	4	3	0	3	0	3	17	0	1	37
Deaf/Hard of Hearing	2	5	5	10	0	6	2	3	4	2	4	43
Autism (PACES)	0	0	14	6	0	0	1	2	0	1	0	24
Students W/Unique Needs (SUN)	10	8	14	19	0	1	6	9	8	6	6	87
Emotional/Beh. Dis. (IDEA)	2	7	9	4	0	1	5	8	7	8	5	56
Riverside (residential corrections)	1	3	2	1	0	8	2	1	5	0	12	35
New Chance (day corrections)	1	0	0	0		2	2	1	2		1	9
Therapeutic Education Alternative (TEA)	1	1	5	2	0	0	4	0	5	7	1	26
SUBTOTAL												471
Purchase of Service and Itinerant Programs												
Vision	9	29	9	17	2	2	11	9	18	29	1	136
Deaf and Hard of Hearing	20	21	20	21	3	2	23	26	5	0	3	144
Audiology	23	29	24	39	3	8	27	34	25	47	4	263
Physically Impaired	2	2	27	19	1	0	13	12	2	2	0	80
Physical Therapy	6	40	47	59	5	2	1	4	38	14	2	218
DCALS/DCALS NORTH	1	2	6	0	1	19	4	1	1	0	3	38
SUBTOTAL												879
TOTAL	94	158	203	230	16	71	103	121	155	120	79	1350

School Districts

6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savage	197 West St. Paul/Mendota Hgts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings

195 Randolph

271 Bloomington

**Intermediate School District 917
Special Education Programs
2015-16**

Center Based Programs	School District:							
	6	191	192	194	195	196	197	199
Anthony Louis Center	1	1	1	0	0	0	0	0
Options	0	1	0	1	0	6	2	1
YTP	1	3	3	3	0	8	5	4
Transition (TESA)	7	0	13	25	0	4	2	5
Multi-Disabled (DASH)	8	0	3	4	0	1	0	3
Deaf/Hard of Hearing	1	5	9	9	0	6	1	3
Autism (PACES)	0	0	15	10	1	0	1	2
Students W/Unique Needs (SUN)	12	8	14	18	0	0	8	9
Emotional/Beh. Dis. (IDEA)	0	5	6	2	0	1	4	7
Riverside (residential corrections)	2	2	0	0	0	1	2	2
New Chance (day corrections)	0	0	1	1	0	8	0	1
Therapeutic Education Alternative (TEA)	0	2	7	2	0	0	5	2
SUBTOTAL								
Purchase of Service and Itinerant Programs								
OT					7			
Vision	6	23	10	18	1	9	12	8
Deaf and Hard of Hearing	19	27	19	24	4	1	27	23
Audiology	28	32	26	41	4	6	30	32
Physically Impaired	1	21	26	26	2	0	14	13
Physical Therapy	4	31	50	65	3	1	1	5
DCALS/DCALS NORTH	0	0	7	0	0	16	1	1
SUBTOTAL								
TOTAL	90	161	210	249	22	68	115	121

School Districts	
6 So. St. Paul	196 Rosemount/Apple Valley/Eaga
191 Burnsville/Eagan/Savage	197 West St. Paul/Mendota Hghts/
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings
195 Randolph	271 Bloomington

Allocated Count 10/1/15

<u>200</u>	<u>271</u>	<u>Other</u>	<u>Total</u>
0	2	4	9
1	1	11	24
1	1	17	46
5	0	8	69
14	0	1	34
3	1	5	43
0	1	0	30
10	8	5	92
9	6	4	44
2	0	10	21
0	0	0	11
5	9	3	35
			458
			7
18	37	2	144
14	1	4	163
22	59	7	287
13	0	3	119
36	18	2	216
2	0	0	27
			963
155	144	86	1421

an
/Eagan

**Intermediate School District 917
Special Education Programs
2016-17**

Duplicated Count 10/3/16

Center Based Programs	School District:											Total
	6	191	192	194	195	196	197	199	200	271	Other	
Anthony Louis Center	0	0	0	0	0	1	0	0	0	0	0	1
Options	0	3	1	6	0	2	1	0	1	2	12	28
YTP	2	6	1	3	0	3	3	1	0	4	23	46
Transition (TESA)	7	1	13	25	0	1	3	10	2	0	5	67
Multi-Disabled (DASH)	6	0	2	3	0	0	0	0	12	0	2	25
Deaf/Hard of Hearing	1	9	12	9	0	8	3	5	3	3	4	57
Autism (PACES)	1	0	15	15	1	0	0	4	0	2	0	38
Students W/Unique Needs (SUN)	12	8	15	18	0	3	9	5	11	11	5	97
Emotional/Beh. Dis. (IDEA)	3	9	6	3	0	0	2	5	7	9	1	45
Riverside (residential corrections)	0	2	2	1	0	4	0	1	3	0	9	22
New Chance (day corrections)	3	3	0	2	0	2	0	0	0	0	0	10
Therapeutic Education Alternative (TEA)	0	3	2	5	0	2	6	3	7	11	1	40
SUBTOTAL												476
Purchase of Service and Itinerant Programs												
OT					12							12
Vision	6	21	9	21	1	2	10	6	17	30	2	125
Deaf and Hard of Hearing	15	25	21	29	4	2	18	19	13	2	6	154
Audiology	21	32	32	47	4	11	23	27	20	56	10	283
Physically Impaired	1	25	22	25	1	1	13	12	14	0	3	117
Physical Therapy	5	38	47	63	3	3	0	3	27	3	4	196
DCALS/DCALS NORTH	1	0	9	0	0	18	2	3	8	0	1	42
SUBTOTAL												929
TOTAL	84	185	209	275	26	63	93	104	145	133	88	1405

School Districts

6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savage	197 West St. Paul/Mendota Hgts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings

195 Randolph

271 Bloomington

**Intermediate School District 917
Special Education Programs
2017-18**

Duplicated Count 10/2/17

Center Based Programs	School District:											Total
	6	191	192	194	195	196	197	199	200	271	Other	
Customized Alt. Solutions Educ. (CASE)	1	1	2				1					5
Anthony Louis Center Options	0	0	0	1	0	1	0	0	0	0	3	5
YTP	0	5	2	0	0	4	0	4	2	1	10	28
Transition (TESA)	1	2	5	0	0	5	1	1	1	1	20	37
Multi-Disabled (DASH)	6	0	13	23	1	1	5	6	0	0	8	63
Deaf/Hard of Hearing	4	0	3	2	0	0	0	1	14	1	3	28
Autism (PACES)	2	10	8	5	0	6	2	2	3	5	3	46
Students W/Unique Needs (SUN)	0	0	14	19	0	0	0	3	0	2	0	38
Emotional/Beh. Dis. (IDEA)	10	13	13	16	0	0	17	8	14	9	2	102
Riverside (residential corrections)	8	8	4	7	0	0	3	2	7	8	1	48
New Chance (day corrections)	3	1	2	0	0	4	0	0	1	0	9	20
Therapeutic Education Alternative (TEA)	1	1	0	0	0	3	2	0	1	0	0	8
SUBTOTAL	0	3	4	4	1	2	5	7	3	6	3	38
Purchase of Service and Itinerant Programs												
OT					11							11
Vision	5	17	8	18	1	2	12	10	15	29	5	122
Deaf and Hard of Hearing	12	23	16	38	4	3	21	17	15	2	4	155
Audiology	18	35	24	47	4	10	24	25	23	48	9	267
Physically Impaired	14	26	24	30	1	1	14	15	14	0	1	140
Physical Therapy	5	43	52	66	5	2	1	4	20	3	7	208
DCALS/DCALS NORTH	3	5	5	3	0	22	2	4	4	1	3	52
SUBTOTAL												955
TOTAL	93	193	199	279	28	66	110	109	137	116	91	1421

School Districts

6 So. St. Paul	196 Rosemount/Apple Valley/Eagan
191 Burnsville/Eagan/Savage	197 West St. Paul/Mendota Hgts/Eagan
192 Farmington	199 Inver Grove Heights
194 Lakeville	200 Hastings

195 Randolph

271 Bloomington

DCALS TECHNICAL STUDENTS

Prepared 9/29/2017

October 1, 2016

PROGRAM	DCAL	191	192	200	194	195	197	271	199					TOTAL
	BURN	FARM	HAST	LAKER	RAND	SIB	BL	SIM	IDEA	TESA	SUN			
CAREER EXPLOR.				1	3	1	2	15				1		23
COM. NETWORKING		1	3				2	4	3		1			14
COM. SER & REPAIR			1		1			2						4
COM. GAMING	1	2	13	1	1		2	2	4		1			27
CONST. TRADES		4	9	1	5			7	2	1	2			31
FOOD IND. CAREERS							3	10	1		5	1		20
FUNDAMENTAL CHEF	3	5	5	2	3	1	3	7	11		2			42
GRAPHICS		9	7		2		1	5			6			30
HEAVY DUTY TRUCK	2	5	6	1	3		1	2	4		1			25
MEDICAL CAREERS	1	5	25	5	5	1	1	6	9		2			60
WORK EXPERIENCE	14													14
TOTAL AUTO CARE	6	1	23		6	1		6	9			1		53
TOTAL (Technical)	27	32	92	11	29	4	15	66	43	1	20	3	0	343
TOTAL OF ALL IDEA, TESA, AND MRV STUDENTS IN SECONDARY TECHNICAL PROGRAMS BY DISTRICT														
DISTRICT	196	191	192	200	194	197	6	199	256	656	761			
IDEA		1												1
SUN				1			2							3
DCALS	7	2	8	1	3		2	4						27
TESA			5		7	2	2	1	1	1	1			20
TOTAL	7	3	13	2	10	2	6	5	1					49

DCALS North, ISD #917

HOME DISTRICT ENROLLMENT REPORT 2017-18

Unduplicated Count

RESIDENT DISTRICT (seat-based)	10/1/2017
#006 South St. Paul	4
#196 Rosemount/Apple Valley/Eagan	2
#197 West St. Paul/Mendota Heights/Eagan	27
#199 Inver Grove Heights	4
#622 Maplewood	2
#001 Minneapolis	0
#625 St. Paul	14
TOTAL	53
Independent Study	
#197 West St. Paul/Mendota Heights/Eagan	2
#625 St. Paul	1

DCALS ISD #917

HOME DISTRICT ENROLLMENT REPORT 2017-2018 All Secondary Programs

MEMBER DISTRICTS	DCALS STC	DCALS	DCALS N	TOTAL
#006 - South St Paul	6	2	4	12
#191 - Burnsville	35	7		42
#192 - Farmington	105	28		133
#194 - Lakeville	39	9		48
#195 - Randolph	4	0		4
#197 - Henry Sibley (West St Paul)	17	4	27	48
#199 - Simley (Inver Grove Hgts)	48	17	4	69
#200 - Hastings	13	16		29
#271- Bloomington	66			66
TOTAL	333	83	35	451
NON MEMBER DISTRICTS				
#196 - Apple Valley, Eagan, Rosemount	7	61	2	70
#256	1	1		2
#656	1			1
#252 - Cannon Falls				
# 625 - Saint Paul			14	14
#622 - Maplewood			2	2
#720 - Shakopee				
#001 - Minneapolis				
#761	1			1
TOTAL	10	62	18	90
GRAND TOTAL	343	145	53	541

DAKOTA COUNTY AREA LEARNING SCHOOL, ISD #917
RESIDENT DISTRICT ENROLLMENT REPORT
2017-2018

Unduplicated Count RESIDENT DISTRICT	<i>10/1/2017</i>
#006 - South St Paul	2
#191 - Burnsville	7
#192 - Farmington	28
#194 - Lakeville	9
#196 - Apple Valley/Eagan/Rosemount	61
#197 - West St. Paul	4
#199 - Inver Grove Heights	17
#200 - Hastings	16
#256 - Red Wing	1
TOTAL	145
Students Signed Up for Independent Study Only	60

DCALS
Technical
Programs
October 1st Count

**INTERMEDIATE SCHOOL DISTRICT 917
 TEMPORARY EMPLOYMENT AGREEMENT REPORT
 July 1, 2017 through June 30, 2018**

*1st quarter: 7/1/17-9/30/17
 2nd quarter:
 3rd quarter:
 4th quarter:*

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
ARNESON	BRENDA SUE	Temp work agreement	DCALS (DCTC loc)	Medical Careers-RN-NA/HH	20170701	20180630	\$1,200.00	15	2.66666
BARTEL	CARRIE ELLEN	summer session	Alliance Ed Ctr IDEA	Spec Ed Teacher	20170701	20170823	\$1,892.42	27	2.5
BIEGLER	PAMELA JILL	summer session	DCALS (DCTC loc)	Math Teacher/DCALS	20170701	20170804	\$1,824.62	25	1.6
BONNEVILLE	JENNIFER ELIZAB	Temp work agreement	Lebanon Ed Ctr TEA	Mental Health Practition	20170701	20170825	\$797.69	18	1
BORCHARDT	MARCIA KAY	Temp work agreement	DCALS (DCTC loc)	Medical Careers-RN-NA/HH	20170701	20180630	\$3,180.00	24	4.41667
BROWN	SHELBY JEANNE	summer session	Alliance Ed Ctr IDEA	Student Assistant	20170701	20170823	\$1,183.95	27	2.5
DOBSON	MEGHAN LOUISE	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Spec Ed Teacher-Lead	20170701	20170825	\$3,401.10	20	3.5
DOBSON	MEGHAN LOUISE	summer session	Alliance Ed Ctr SUN	Spec Ed Teacher-Lead	20170701	20170825	\$3,109.58	16	4
HJERMSTAD	KAREN LYNNE	Temp work agreement	Lebanon Ed Ctr TEA	Occupational Therapist	20170701	20170825	\$591.91	14	1
KANE	TERESA MAE	Temp work agreement	Alliance Ed Ctr SUN	Student Assistant	20170701	20170823	\$1,236.60	27	2.5
KNUTSON	SHANNA MARIE	Temp work agreement	DCTC/Sp Ed Staff	School Psychologist-Lead	20170701	20170827	\$2,239.77	6	8
KYLLO	KITRI LARSON	Temp work agreement	Gideon Pond DHH	Spec Ed Assistant Dir	20170701	20180630	\$19,995.63	50	5.75
LIEN	TARA LEIGH	Temp work agreement	Alliance Ed Ctr CASE	School Social Worker	20170701	20170825	\$40.88	1	1
MARTIN	KIM MARIE	Temp work agreement	Cedar School SUN	Spec Ed Teacher	20170701	20170818	\$1,277.56	8	4
PETERSEN	JENNIFER MAE	Temp work agreement	Lebanon Ed Ctr TEA	Mental Hlth Prof Coordin	20170701	20170825	\$4,020.05	25	3
RENKEN	WENDI MARLAINA	Temp work agreement	Cedar School SUN	Spec Ed Teacher-Lead	20170701	20170825	\$1,651.23	19	2
RIESGRAF	AMY SUE	Temp work agreement	Lebanon Ed Ctr TEA	Mental Health Practition	20170701	20170825	\$616.00	18	1
SAINTEY	RICHARD OWEN	summer session	Alliance Ed Ctr SUN	Spec Ed Teacher/DAPE	20170701	20170823	\$460.52	9	1.5
SANOCKI	MIKAYLA MARIE	Temp work agreement	Alliance Ed C Itinerants	Physical Therapist	20170701	20170823	\$1,181.89	4	8
SINKINSON	JESSICA ANN	Temp work agreement	Lebanon Ed Ctr TEA	Spec Ed Teacher	20170701	20170825	\$739.82	18	1
SPYCHALLA	KEITH BRIAN	summer session	Alliance Ed Ctr SUN	Student Assistant	20170701	20170823	\$1,183.95	27	2.5
STEVENS	ERIN KATHLEEN	Temp work agreement	Lebanon Ed Ctr TEA	Mental Health Practition	20170701	20170825	\$622.50	18	1

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
WALTER	STEPHANIE LOUIS	summer session	Alliance Ed Ctr IDEA	Student Assistant	20170701	20170823	\$1,183.95	27	2.5
WILLIAMS	DONALD RICHARD	Temp work agreement	DCALS North	Social Stud Tchr DCALS N	20170701	20170915	\$3,193.89	10	8
PETERS	AMANDA LYNN	Temp work agreement	New Chance/JSC	Physical & Hlth Disab Tc	20170705	20170825	\$3,487.08	10	8
PETERS	AMANDA LYNN	Temp work agreement	New Chance/JSC	Physical & Hlth Disab Tc	20170705	20170831	\$348.71	2	4
THOMAS	TAYLOR MAY	Temp work agreement	Gideon Pond Itinerants	Teacher of Deaf/HH	20170705	20170731	\$214.43	2	3
JAEGER	SHELBEЕ MARIE	Temp work agreement	Gideon Pond DHH	Teacher of Deaf/HH	20170706	20170818	\$465.07	8	2
TOAY	GRETCHEN ANN	summer session	Gideon Pond DHH	Interpreter-Sign Languag	20170706	20170825	\$98.44	2	2
AALGAARD	MAREN ELIZABETH	summer session	Diamondhead Ed Ctr	Classroom Assistant	20170710	20170803	\$1,147.52	16	4
ADAMS	KAITLIN JEAN	summer session	Alliance Ed Ctr SUN	School Social Worker	20170710	20170803	\$1,826.38	16	4
ADELMANN	ANGELA ELIZABET	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,172.48	16	4
ADOLPHSON	MARY MICHELLE	summer session	Lebanon Ed Ctr IDEA	Program Assistant	20170710	20170803	\$1,122.56	16	4
ALEXANDER	MADELINE ROSE	summer session	Farmington HS PACES	Classroom Assistant	20170710	20170727	\$823.20	12	4
ANDERSEN	KASANDRA LEE	summer session	Diamondhead Ed Ctr	Classroom Assistant	20170710	20170803	\$1,323.52	16	4
ASMUS	JOAN SCHAEFER	summer session	DCTC/Sp Ed Staff	Nurse	20170710	20170803	\$2,850.21	8	8
BARDWELL	ANGELA MARIE	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
BARTEL	CARRIE ELLEN	summer session	Alliance Ed Ctr IDEA	Spec Ed Teacher	20170710	20170803	\$1,794.29	16	4
BAUER	JACOB BRIAN	summer session	Lakeville North HS PACES	Classroom Assistant	20170710	20170803	\$1,222.40	16	4
BEHNKE	STEPHANIE ANN	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,147.52	16	4
BELL	KARISSA LEE	summer session	Lebanon Ed Ctr TEA	Classroom Assistant	20170710	20170803	\$1,147.52	16	4
BERG	MATTHEW ROBERT	summer session	DCTC/Sp Ed Staff	Classroom Assistant	20170710	20170727	\$823.20	12	4
BISTODEAU	STEPHANIE JO	summer session	Alliance Ed Ctr SUN	Student Assistant	20170710	20170803	\$1,122.56	16	4
BOGDAN	NICOLE IRENE	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,097.60	16	4
BORMANN	NATALIE ANN	summer session	Cedar School SUN	Health Associate	20170710	20170803	\$789.44	8	4
BRINK	MIRANDA JEAN	summer session	Hastings High Sch DASH	Health Associate	20170710	20170803	\$1,662.72	16	4
BROWN	SHELBY JEANNE	summer session	Alliance Ed Ctr IDEA	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
BUTTEDAL	ALEXANDRA CHRIS	summer session	Lebanon Ed Ctr TEA	Program Assistant	20170710	20170803	\$1,147.52	16	4

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
CALAMESE	DAMIAN FRANCIS	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
CHAMBLIN	JESSICA DAWN	Temp work agreement	Gideon Pond DHH	Student Assistant	20170710	20170803	\$411.60	8	3
CLARK	EMILY MARGARET	summer session	Diamondhead Ed Ctr	Teacher of Deaf/HH	20170710	20170803	\$1,826.51	16	4
CROELL	BRENDA GAYLE	summer session	Diamondhead Ed Ctr	Teacher of Deaf/HH	20170710	20170803	\$1,679.79	16	4
CRONK	BRIANNA LYNN	summer session	Lebanon Ed Ctr TEA	Classroom Assistant	20170710	20170803	\$1,172.48	16	4
DARNELL	ALLISON KAYE	summer session	Alliance Ed Ctr SUN	Spec Ed Teacher	20170710	20170803	\$1,619.85	16	4
DAYTON	KAILA AN	summer session	Diamondhead Ed Ctr	Classroom Assistant	20170710	20170803	\$1,172.48	16	4
DEVENOW	PEARL SUSAN	summer session	Diamondhead Ed Ctr	Teacher of Deaf/HH	20170710	20170803	\$3,501.71	16	4
DINGMAN	KENDRA JEAN	summer session	Diamondhead Ed Ctr	Student Assistant	20170710	20170803	\$879.36	16	3
DOENGES	KAREN STENE	summer session	Diamondhead Ed Ctr	Speech/Lang. Pathologist	20170710	20170803	\$1,818.17	9	4
DONALDSON	JACOB MICHAEL	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,172.48	16	4
EDMONDS	BILLIE RACHELLE	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,097.60	16	4
EKWALL	CARLA JUNE	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
ELBERS	KARI JEAN	summer session	Lakeview Elem-Lakeville	Program Assistant	20170710	20170803	\$1,314.56	16	4
ELDEEB	SHEREEN ALIA	summer session	Alliance Ed Ctr SUN	Spec Ed Community Expert	20170710	20170803	\$1,619.84	16	4
ELDRED	PATRICIA ANN	Temp work agreement	Gideon Pond Itinerants	Physical & Hlth Disab Te	20170710	20170825	\$437.71	1	8
ELLINGHUYSEN	KENNEDY SANDRA	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
ELLIS	KATHLEEN ANN	summer session	Lakeview Elem-Lakeville	Classroom Assistant	20170710	20170803	\$823.20	12	4
ENGELHARDT-FISCHBEI	KRISTIN L	summer session	Gideon Pond DHH	Teacher of Deaf/HH	20170710	20170803	\$3,232.30	16	4
EVANS	ANDREW D	summer session	Cedar School SUN	Spec Ed Teacher/DAPE	20170710	20170803	\$3,362.03	16	4
FAIRBANKS	SARAH JOY	summer session	Hastings High Sch DASH	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
FAYE	BASSIROU	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
FINK	KRISTIN JOAN	summer session	Lakeville North HS PACES	Classroom Assistant	20170710	20170723	\$561.28	8	4
FITZGERALD	CAITLIN MARIE	summer session	Lebanon Ed Ctr TEA	Classroom Assistant	20170710	20170803	\$1,172.48	16	4
FLOM	ALICE LORETTA	summer session	Cedar School SUN	Program Assistant	20170710	20170803	\$1,222.40	16	4
FRISQUE	SHERILYN FAYE	summer session	Alliance Ed C Itinerants	Teacher of Visually Impa	20170710	20170825	\$6,163.62	20	6

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
GAGNER	ASHLY RUTH	summer session	Lebanon Ed Ctr TEA	Spec Ed Teacher	20170710	20170803	\$1,619.85	16	4
GARDING	THOMAS RYAN	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,147.52	16	4
GESKE	ADDIE SUZANNE	Temp work agreement	Gideon Pond Itinerants	Physical & Hlth Disab Te	20170710	20170825	\$226.47	1	8
HADRITS	STEVEN MARK	summer session	Lebanon Ed Ctr TEA	Classroom Assistant	20170710	20170803	\$1,097.60	16	4
HANSON	LUCINDA SUE	summer session	DCTC/Sp Ed Staff	Spec Ed Teacher	20170710	20170803	\$3,501.71	16	4
HARDY	ALEXIS KATELYN	summer session	Diamondhead Ed Ctr	Classroom Assistant	20170710	20170803	\$1,147.52	16	4
HARING	CAITLYN JO	summer session	Lebanon Ed Ctr TEA	Program Assistant	20170710	20170803	\$1,172.48	16	4
HART	AMY ELIZABETH	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
HART	CAITLIN CHRISTI	summer session	Farmington HS PACES	Program Assistant	20170710	20170803	\$1,122.56	16	4
HARTMAN	KIMBERLY G	summer session	Diamondhead Ed Ctr	Classroom Assistant	20170710	20170803	\$1,377.92	16	4
HEIDENREICH	OLIVIA PEARL	summer session	Diamondhead Ed Ctr	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
HEITMAN	TAYLOR LEE	summer session	Alliance Ed Ctr IDEA	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
HEWITT	DANIELLE JILL	summer session	Alliance Ed Ctr SUN	Student Assistant	20170710	20170803	\$1,197.44	16	4
HOELSCHER	JUSTIN DAVID	summer session	Alliance Ed Ctr IDEA	Spec Ed Teacher	20170710	20170803	\$1,619.85	16	4
HOFF	ARDIS YVONNE	summer session	DCTC/Sp Ed Staff	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
HOFFER	JESSICA MARIE	summer session	Gideon Pond DHH	Classroom Assistant	20170710	20170803	\$1,403.52	16	4
HULS	VALERIE MAE	summer session	Gideon Pond DHH	Student Assistant	20170710	20170803	\$982.24	16	3.5
JACKSON	LINDSEY KRISTIN	summer session	Lakeville North HS DASH	Classroom Assistant	20170710	20170803	\$1,147.52	16	4
JOHNSEN	JASON ADAM	summer session	Alliance Ed Ctr SUN	Program Assistant	20170710	20170803	\$1,298.56	16	4
JORGENSEN	KIMBERLY MARY	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
KALGREN	ANN	Temp work agreement	Diamondhead Ed Ctr	Teacher of Deaf/HH-Lead	20170710	20170825	\$1,539.26	7	4
KANE	TERESA MAE	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,172.48	16	4
KEENAN	DAWN M.	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,147.52	16	4
KETTERLING	ROGER K.	summer session	Lebanon Ed Ctr TEA	Classroom Assistant	20170710	20170803	\$1,147.52	16	4
KINGSRITER	MARK DAVID	summer session	Cedar School SUN	Program Assistant	20170710	20170803	\$1,122.56	16	4
KLEIN	LORI ANN	Temp work agreement	Alliance Ed C Itinerants	Teacher of Visually Impa	20170710	20170825	\$2,525.22	6	8

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
KLIMEK	LORILEA J.	summer session	Youth Transition Program	Program Assistant	20170710	20170803	\$2,369.84	16	5.5
KNEER	AMBER JANE	summer session	Lebanon Ed Ctr TEA	Program Assistant	20170710	20170803	\$1,222.40	16	4
KNEER	BRITTANY MARIE	summer session	Lebanon Ed Ctr TEA	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
KNIGHT	TIMOTHY LEE	summer session	Lebanon Ed Ctr TEA	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
KUBIK	GABRIELA MARTIN	summer session	Gideon Pond Itinerants	Teacher of Deaf/HH	20170710	20170803	\$1,177.50	7	6
KURTEN	CAROL LEIGH	summer session	DCTC/Sp Ed Staff	Program Assistant	20170710	20170803	\$1,289.60	16	4
LAMPRECHT	CHRISTOPHER J.	summer session	Lakeville North HS DASH	Classroom Assistant	20170710	20170720	\$548.80	8	4
LAMPRECHT	CLAUDETTE	summer session	Lakeville North HS DASH	Spec Ed Teacher	20170710	20170803	\$2,114.78	10	4
LANG	SHEILA STEPHANI	summer session	DCTC/Sp Ed Staff	Classroom Assistant	20170710	20170803	\$1,273.60	16	4
LANGE	KELLIE ANN	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,147.52	16	4
LARSEN	BETSY SUE	Temp work agreement	Lakeville North HS PACES	Spec Ed Teacher-homebound	20170710	20170803	\$184.98	3	1.25
LARSEN	BETSY SUE	Temp work agreement	Lakeville North HS PACES	Spec Ed Teacher-homebound	20170710	20170803	\$246.65	4	1.25
LARSEN	BETSY SUE	Temp work agreement	Lakeville North HS PACES	Spec Ed Teacher-homebound	20170710	20170803	\$493.29	8	1.25
LARSEN	BETSY SUE	summer session	Lakeville North HS PACES	Spec Ed Teacher	20170710	20170803	\$3,157.06	16	4
MALLOY	KAITLYN LAVONNE	summer session	Alliance Ed Ctr SUN	Student Assistant	20170710	20170803	\$1,122.56	16	4
MANNINEN	MELANIE FAY	summer session	Cedar School SUN	Spec Ed Teacher	20170710	20170803	\$1,277.56	8	4
MARTIN	KENDRA NICOLE	summer session	Cedar School SUN	Spec Ed Teacher	20170710	20170803	\$1,637.36	16	4
MAYES	ANN LOUISE	Temp work agreement	Gideon Pond Itinerants	Teacher of Deaf/HH-Lead	20170710	20170825	\$2,062.32	5	8
MAYES	ANN LOUISE	summer session	Gideon Pond Itinerants	Teacher of Deaf/HH-Lead	20170710	20170803	\$1,856.09	9	4
MAYES	EMMA IRENE KAE	Temp work agreement	Lakeview Elem-Lakeville	Student Assistant	20170710	20170803	\$1,122.56	16	4
MCGIBBON	SHARRI HELENE	summer session	Alliance Ed Ctr SUN	Program Assistant	20170710	20170803	\$1,122.56	16	4
MEAD	SAVANNA KAY	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,097.60	16	4
MENGE	ROBERT RICHARD	summer session	Lebanon Ed Ctr TEA	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
MLODOZYNIC	KELSEY RAE	summer session	Diamondhead Ed Ctr	Teacher of Deaf/HH	20170710	20170803	\$1,826.51	16	4
MOELLER	ANGELA JEAN	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
MORAN	DOMINIQUE MARIE	summer session	Lebanon Ed Ctr TEA	Classroom Assistant	20170710	20170803	\$1,097.60	16	4

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
MYERS	NICOLE MARIE	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
NELSON	GREGORY ALLEN	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,097.60	16	4
NELSON	KAYLA MARIE	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,172.48	16	4
NELSON	MARTA LILLIAN	summer session	Youth Transition Program	Spec Ed Teacher	20170710	20170803	\$1,936.65	16	3.5
NORMAN	JAMES EDWARD	summer session	Cedar School SUN	Student Assistant	20170710	20170803	\$1,097.60	16	4
O'DOWD-MALLAM	ALEXANDRA A.	summer session	Gideon Pond DHH	Program Assistant	20170710	20170803	\$1,197.44	16	4
O'NEIL	DIANA LEE	summer session	DCTC/Sp Ed Staff	Spec Ed Teacher	20170710	20170803	\$3,232.30	16	4
OLADIPUPO	RASHIDAT MOTOLA	summer session	Gideon Pond DHH	Classroom Assistant	20170710	20170803	\$1,197.44	16	4
OLSON	ASHLEY RAE	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,172.48	16	4
ONYENEHO	JIDEOFOR ERIC	summer session	Options-Burnsville #191	Program Assistant	20170710	20170803	\$1,025.92	16	3.5
OPHUS	SAMANTHA LEE	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
OSTER	TRINA MARIE	summer session	Hastings High Sch DASH	Classroom Assistant	20170710	20170803	\$1,323.52	16	4
PAGEL	AMANDA MICHELLE	summer session	Cedar School SUN	Nurse	20170710	20170803	\$1,457.91	8	4
PARTEN	GARY ANDREW	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,097.60	16	4
PEMBLE	HOLLY MARIE	summer session	Hastings High Sch DASH	Speech/Lang. Pathologist	20170710	20170803	\$2,919.26	16	4
PEREZ	SAMANTHA MARGAR	summer session	Lebanon Ed Ctr TEA	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
PETERSEN	JENNIFER MAE	summer session	Lebanon Ed Ctr TEA	Mental Hlth Prof Coordin	20170710	20170803	\$3,430.44	16	4
PETERSON	SHERLYN MARIE	summer session	Lakeview Elem-Lakeville	Spec Ed Teacher	20170710	20170803	\$2,931.59	16	4
PLANK	JENNA ELIZABETH	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,097.60	16	4
RANDOL	JESSICA RAE	summer session	Cedar School SUN	Spec Ed Teacher	20170710	20170803	\$1,802.95	16	4
RAO	ANJALI	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,147.52	16	4
RASMUSSEN	SHANNON K.	summer session	Diamondhead Ed Ctr	Teacher of Deaf/HH	20170710	20170803	\$3,232.30	16	4
RENKEN	WENDI MARLAINA	summer session	Cedar School SUN	Spec Ed Teacher-Lead	20170710	20170803	\$2,781.02	16	4
RICHARD	EMMA ELIZABETH	summer session	Cedar School SUN	Student Assistant	20170710	20170803	\$1,122.56	16	4
RIPPELMEYER	DAVID JAY	summer session	Hastings High Sch DASH	Spec Ed Teacher	20170710	20170803	\$2,273.90	16	4
ROBINSON	JANE MARIE	summer session	Youth Transition Program	Spec Ed Teacher	20170710	20170803	\$1,517.64	16	3.5

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
ROHR	DAWN MARIE	summer session	Alliance Ed Ctr IDEA	Program Assistant	20170710	20170803	\$1,273.60	16	4
ROHR	ROBYN ANNE	summer session	Gideon Pond DHH	Student Assistant	20170710	20170803	\$1,122.56	16	4
ROSENBERG	SHANNON DAWN	summer session	Oak Grove Middle-Bloom	Classroom Assistant	20170710	20170803	\$982.24	16	3.5
RUEDY	KIERSTEN B.	summer session	Lakeville North HS PACES	Classroom Assistant	20170710	20170803	\$1,097.60	16	4
RUFF	TIMOTHY GEORGE	summer session	Farmington HS PACES	Spec Ed Teacher	20170710	20170803	\$1,951.53	16	4
RUHLAND	LISA ELIZABETH	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
SAINTEY	RICHARD OWEN	summer session	Alliance Ed Ctr SUN	Spec Ed Teacher/DAPE	20170710	20170803	\$2,183.22	16	4
SAVAGE	DAWN MARIE	Temp work agreement	Gideon Pond DHH	Interpreter-Sign Languag	20170710	20180608	\$1,018.80	18	2
SAVAGE	DAWN MARIE	summer session	Gideon Pond DHH	Classroom Assistant	20170710	20170803	\$1,403.52	16	4
SCHANTZEN	TRACY LEE	summer session	Cedar School SUN	Program Assistant	20170710	20170803	\$1,122.56	16	4
SCHMITT	HOLLI JEANNE	summer session	Hastings High Sch DASH	Program Assistant	20170710	20170803	\$1,659.52	16	4
SCHOENBERGER	BRIANNA KAY	summer session	Lakeview Elem-Lakeville	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
SCOTT	TRISA MAE	summer session	Lebanon Ed Ctr TEA	Spec Ed Teacher	20170710	20170803	\$3,232.30	16	4
SEELIG	SHARON MARIE	summer session	Lakeville North HS DASH	Health Associate	20170710	20170803	\$2,057.60	16	4
SILWAL	ANJANA	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,197.44	16	4
SMITH	ALEXANDER WADE	summer session	Alliance Ed Ctr SUN	Program Assistant	20170710	20170803	\$1,122.56	16	4
SMITH	SHAY MICHELLE	summer session	Lebanon Ed Ctr TEA	Classroom Assistant	20170710	20170720	\$611.20	8	4
SPICER	BRENNAN PATRICK	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
SPIESS	KELLY JUNE	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,172.48	16	4
SPYCHALLA	KEITH BRIAN	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
STADELMAN	MARY DEE	summer session	Diamondhead Ed Ctr	Program Assistant	20170710	20170803	\$1,147.52	16	4
STAPLES	ANN MARGUERITE	summer session	DCTC/Sp Ed Staff	Program Assistant	20170710	20170803	\$1,659.52	16	4
STEINER	DORETTA PIHLE	summer session	Lakeville North HS PACES	Classroom Assistant	20170710	20170803	\$1,097.60	16	4
STELLER	NATHANAEL THOMA	summer session	Cedar School SUN	Spec Ed Teacher	20170710	20170803	\$1,679.79	16	4
STEPHENS	DAWN MARY	summer session	Alliance Ed Ctr IDEA	Spec Ed Teacher	20170710	20170803	\$2,008.04	16	4
STEVENS	ERIN KATHLEEN	summer session	Lebanon Ed Ctr TEA	Mental Health Practition	20170710	20170803	\$2,213.32	16	4

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
STORLIE	AMANDA RENE	summer session	Alliance Ed Ctr IDEA	Program Assistant	20170710	20170803	\$1,197.44	16	4
THAMES	DERIC HAROLD	summer session	Lebanon Ed Ctr IDEA	Spec Ed Teacher	20170710	20170803	\$1,997.30	16	4
THOMAS	TAYLOR MAY	summer session	Gideon Pond Itinerants	Teacher of Deaf/HH	20170710	20170803	\$2,287.26	16	4
THOMPSON	JOCELYN MARIE	summer session	Alliance Ed Ctr SUN	Classroom Assistant	20170710	20170803	\$1,147.52	16	4
TOAY	GRETCHEN ANN	Temp work agreement	Gideon Pond DHH	Interpreter-Sign Languag	20170710	20180608	\$2,461.00	50	2
TUVEY	SARA ANN	summer session	Youth Transition Program	Spec Ed Teacher	20170710	20170803	\$2,828.26	16	3.5
VALERIO	STACY LYNETTE	summer session	Cedar School SUN	Classroom Assistant	20170710	20170803	\$1,298.56	16	4
VANGSGARD	KELSEY GENE	summer session	Hastings High Sch DASH	Program Assistant	20170710	20170803	\$1,122.56	16	4
VOLLBRECHT	MICHELLE LYNN	Temp work agreement	DCTC/Sp Ed Staff	Spec Ed Teacher-Lead	20170710	20170825	\$1,065.82	4	8
VOLLBRECHT	MICHELLE LYNN	Temp work agreement	DCTC/Sp Ed Staff	Spec Ed Teacher-Lead	20170710	20170825	\$2,930.99	11	8
VOLLMUTH	LAURA ELIZABETH	summer session	Lakeville North HS PACES	Classroom Assistant	20170710	20170803	\$1,172.48	16	4
VRIEZE	JANEL LYNN	Temp work agreement	DCTC/Sp Ed Staff	Spec Ed Teacher	20170710	20170727	\$2,626.28	12	4
VRIEZE	JANEL LYNN	summer session	DCTC/Sp Ed Staff	Spec Ed Teacher	20170710	20170803	\$3,501.71	16	4
WALTER	STEPHANIE LOUIS	summer session	Alliance Ed Ctr IDEA	Classroom Assistant	20170710	20170803	\$1,122.56	16	4
WEIERKE	NATALIE LYNN	summer session	Meadowview Elem PACES	Program Assistant	20170710	20170803	\$1,197.44	16	4
WERTANEN	SUSAN MARIA	summer session	Cedar School SUN	Program Assistant	20170710	20170803	\$1,505.92	16	4
WESLEY	RENATA R.	summer session	Alliance Ed Ctr SUN	Program Assistant	20170710	20170803	\$1,172.48	16	4
WOOD	FRAN LOUISE	summer session	Alliance Ed C Itinerants	Teacher of Visually Impa	20170710	20170825	\$1,781.38	10	4
YANG	JANIE	summer session	Cedar School SUN	Spec Ed Teacher	20170710	20170803	\$1,637.36	16	4
ZAHN	KATEY LYNN	summer session	Cedar School SUN	Student Assistant	20170710	20170803	\$1,122.56	16	4
ELBERS	BAILEY JO	Temp work agreement	Lakeview Elem-Lakeville	Classroom Assistant	20170711	20170803	\$1,097.60	16	4
MCNAMARA	ALICE MARIE	summer session	DCTC/Sp Ed Staff	Classroom Assistant	20170711	20170803	\$274.40	4	4
EATON	CARMEN MARIE	Temp work agreement	Anthony Louis Ctr-BV#191	Spec Ed Teacher-Lead	20170714	20170825	\$2,525.24	7	7.14286
WALETSKI	GREGORY ALEXAND	Temp work agreement	Lakeville North HS DHH	Interpreter-Sign Languag	20170714	20180607	\$619.80	15	2
MAYES	ANN LOUISE	Temp work agreement	Gideon Pond Itinerants	Teacher of Deaf/HH-Lead	20170716	20170716	\$206.23	1	4
DOMALLY	LATRICIA JANAIL	summer session	Lakeview Elem-Lakeville	Classroom Assistant	20170717	20170720	\$286.88	4	4

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
JILEK	CAROLINE MARIA	summer session	Lebanon Ed Ctr TEA	Classroom Assistant	20170717	20170803	\$1,122.56	16	4
FINK	KRISTIN JOAN	Temp work agreement	Lakeville North HS PACES	Classroom Assistant	20170719	20170720	\$140.32	2	4
MCADARAGH	PATRICIA ANNE	summer session	Lakeville North HS DASH	Spec Ed Teacher	20170719	20170727	\$614.01	6	4
ALLEN	MARTHA JOAN	Temp work agreement	Cedar Itinerant	Speech/Lang. Pathologist	20170724	20170727	\$401.87	2	4
FINK	KRISTIN JOAN	Temp work agreement	Lakeville North HS DASH	Classroom Assistant	20170724	20170803	\$561.28	8	4
PETERS	AMANDA LYNN	Temp work agreement	New Chance/JSC	Physical & Hlth Disab Tc	20170724	20170727	\$348.71	2	4
QUAM	LYNN MARIE	Temp work agreement	Alliance Ed C Itinerants	Occupational Therapist	20170724	20170727	\$295.14	2	4
THOMAS	TAYLOR MAY	Temp work agreement	Gideon Pond Itinerants	Teacher of Deaf/HH	20170724	20170815	\$571.82	4	4
BAUER	CARIE ANN	summer session	Hastings High Sch DASH	Health Associate	20170726	20170727	\$240.88	2	4
BIRTTNEN	TRACY LEE	summer session	DCTC/Sp Ed Staff	Spec Ed Teacher	20170731	20170803	\$808.08	4	4
GOLDEN	JOANN CHARLOTTE	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Program Assistant	20170731	20170731	\$143.58	1	6
HARING	CAITLYN JO	Temp work agreement	Lebanon Ed Ctr TEA	Program Assistant	20170731	20170731	\$109.92	1	6
KORMAN	BONNIE KATHERIN	Temp work agreement	Lebanon Ed Ctr TEA	Program Assistant	20170731	20170731	\$109.92	1	6
KURTEN	CAROL LEIGH	Temp work agreement	DCTC/Sp Ed Staff	Program Assistant	20170731	20170731	\$120.90	1	6
MARTIN	KIM MARIE	Temp work agreement	Cedar School SUN	Spec Ed Teacher	20170731	20170801	\$319.39	2	4
OLSON	CHARLOTTE ROSE	summer session	Alliance Ed Ctr SUN	Spec Ed Teacher	20170731	20170802	\$562.79	3	4
WEIS	COLLEEN FRANCES	summer session	Alliance Ed Ctr IDEA	Spec Ed Teacher	20170731	20170803	\$2,752.82	16	4
ADAMS	KAITLIN JEAN	Temp work agreement	Alliance Ed Ctr IDEA/SUN	School Social Worker	20170801	20170824	\$228.30	2	4
ARNESON	PATRICIA	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Social Worker, LICSW	20170801	20170824	\$430.45	2	4
ASMUS	JOAN SCHAEFER	Temp work agreement	DCTC/Sp Ed Staff	Nurse	20170801	20170825	\$2,137.65	6	8
BORMANN	NATALIE ANN	Temp work agreement	Lebanon Ed Ctr TEA	Health Associate	20170801	20170831	\$49.34	2	1
HANSEN	JESSICA MARIE	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Classroom Assistant	20170801	20170824	\$140.32	2	4
JOHNSEN	JASON ADAM	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Program Assistant	20170801	20170824	\$162.32	2	4
LORENTZ	JOSEPH PAUL	Temp work agreement	Alliance Ed Ctr SUN	Spec Ed Teacher	20170801	20170825	\$36.21	2	0.5
NEWQUIST	MATTHEW HARRISO	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Bd Certified Behavior An	20170801	20170824	\$313.57	2	4
NOVY	RACHEL ERIN	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Spec Ed Teacher	20170801	20170824	\$319.39	2	4

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
SAINTEY	RICHARD OWEN	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Spec Ed Teacher/DAPE	20170801	20170824	\$272.90	2	4
STEPHENS	DAWN MARY	Temp work agreement	Alliance Ed Ctr IDEA	Spec Ed Teacher	20170801	20170825	\$31.38	2	0.5
STRESE	DEBRA NYLENE	summer session	Boeckman Mid Sch PACES	Classroom Assistant	20170801	20170802	\$166.32	2	4
GREENGO	PAMELA ANN	Temp work agreement	Hastings Middle Sch DASH	Health Associate	20170803	20170828	\$205.80	2	3.75
HIRD	NICOLE COLLEEN	Temp work agreement	DCTC/Sp Ed Staff	Health Associate	20170803	20170828	\$222.40	2	5
TRAYNOR	ANITA LOUISE	Temp work agreement	Hastings High Sch DASH	Health Associate	20170803	20170828	\$273.60	2	5
WOODWARD	MICHELLE ANNETT	Temp work agreement	Sibley High School DASH	Health Associate	20170803	20170828	\$185.03	2	3.75
FRISQUE	SHERILYN FAYE	summer session	Alliance Ed C Itinerants	Teacher of Visually Impa	20170804	20170821	\$4,930.90	12	8
WOOD	FRAN LOUISE	Temp work agreement	Alliance Ed C Itinerants	Teacher of Visually Impa	20170804	20170821	\$4,275.31	12	8
GODFREY	CHERI ANN	summer session	Alliance Ed C Itinerants	Classroom Assistant	20170807	20170818	\$1,420.30	10	7
PETERS	AMANDA LYNN	Temp work agreement	New Chance/JSC	Physical & Hlth Disab Tc	20170807	20170808	\$697.42	2	8
ALLEN	MARTHA JOAN	Temp work agreement	Cedar Itinerant	Speech/Lang. Pathologist	20170808	20170808	\$75.35	1	1.5
ELDEEB	SHEREEN ALIA	Temp work agreement	Alliance Ed Ctr SUN	Spec Ed Community Expert	20170808	20170823	\$1,441.18	7	8
HOELSCHER	JUSTIN DAVID	Temp work agreement	Alliance Ed Ctr CASE	Spec Ed Teacher	20170808	20170823	\$1,417.37	7	8
LORENTZ	JOSEPH PAUL	Temp work agreement	Alliance Ed Ctr SUN	Spec Ed Teacher	20170808	20170823	\$2,027.59	7	8
LORENTZ	JOSEPH PAUL	summer session	Alliance Ed Ctr SUN	Spec Ed Teacher	20170808	20170823	\$2,317.25	16	4
MCGIBBON	SHARRI HELENE	Temp work agreement	Alliance Ed Ctr IDEA	Spec Ed Community Expert	20170808	20170823	\$1,441.18	7	8
RANDOL	JESSICA RAE	Temp work agreement	Cedar School SUN	Spec Ed Teacher	20170808	20170809	\$394.40	2	7
STELLER	NATHANAEL THOMA	Temp work agreement	Cedar School SUN	Spec Ed Teacher	20170808	20170809	\$367.45	2	7
STREED	MEGAN ELIZABETH	Temp work agreement	Alliance Ed Ctr SUN	Spec Ed Teacher	20170808	20170823	\$1,543.41	7	8
THAMES	DERIC HAROLD	Temp work agreement	Lebanon Ed Ctr IDEA	Spec Ed Teacher	20170808	20170809	\$124.83	1	4
TRAINER	MATTHEW TODD	Temp work agreement	Lebanon Ed Ctr TEA	Spec Ed Community Expert	20170808	20170809	\$371.56	2	7
WILKIN	CHRISTINA MARIE	Temp work agreement	Alliance Ed Ctr SUN	Spec Ed Community Expert	20170808	20170823	\$1,441.18	7	8
BAUER	JACOB BRIAN	Temp work agreement	Lakeville North HS PACES	Deliveries/Moves Sp Ed	20170809	20170809	\$80.00	1	4
DOELP	KASANDRA ST. CL	Temp work agreement	Districtwide Staff	Speech/Lang. Pathologist	20170809	20170810	\$571.82	2	8
JAEGER	SHELBEЕ MARIE	Temp work agreement	Gideon Pond DHH	Teacher of Deaf/HH	20170809	20170809	\$29.07	1	1

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
VRIEZE	JANEL LYNN	Temp work agreement	DCTC/Sp Ed Staff	Spec Ed Teacher	20170809	20170810	\$875.43	2	8
EPPS	DAWN MARIE	Temp work agreement	New Chance/JSC	Spec Ed Teacher	20170810	20170810	\$223.89	1	6
ONYENEHO	JIDEOFOR ERIC	Temp work agreement	Options-Burnsville #191	Program Assistant	20170810	20170810	\$36.64	1	2
ALLEN	MARTHA JOAN	Temp work agreement	Cedar Itinerant	Speech/Lang. Pathologist	20170811	20170811	\$75.35	1	1.5
BARTEL	CARRIE ELLEN	Temp work agreement	Alliance Ed Ctr IDEA	Spec Ed Teacher	20170814	20170823	\$672.86	3	8
GARDING	THOMAS RYAN	Temp work agreement	Cedar School SUN	Spec Ed Community Expert	20170814	20170815	\$360.29	2	7
HAGUE	REBECCA AUDREY	Temp work agreement	Cedar School SUN	Spec Ed Teacher	20170814	20170815	\$481.56	2	7
MATTICE	CATHLEEN CAROL	Temp work agreement	Alliance Ed Ctr SUN	Spec Ed Teacher	20170814	20170815	\$695.25	2	8
MONSON	JODI KAY	Temp work agreement	Century Middle School	Interpreter-Sign Languag	20170814	20180608	\$754.40	20	2
PALMA	LEAH MARIE	Temp work agreement	Lebanon Ed Ctr TEA	Spec Ed Teacher	20170814	20170815	\$407.70	2	7
PETERS	AMANDA LYNN	Temp work agreement	New Chance/JSC	Physical & Hlth Disab Tc	20170814	20170815	\$697.42	2	8
RANDOL	JESSICA RAE	Temp work agreement	Cedar School SUN	Spec Ed Teacher	20170814	20170815	\$394.40	2	7
SCHWANZ	LAURA	Temp work agreement	Gideon Pond DHH	Admin Assistant I	20170814	20170828	\$1,361.36	8	7
WALETSKI	GREGORY ALEXAND	Temp work agreement	Lakeville North HS DHH	Interpreter-Sign Languag	20170814	20180607	\$619.80	15	2
ARNESON	PATRICIA	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Social Worker, LICSW	20170815	20170818	\$1,506.57	4	7
BOEHMER	AMANDA JO	Temp work agreement	Riverside Sch/JSC	Spec Ed Teacher	20170815	20170818	\$930.14	4	8
BURGIO	MICHAEL ROBERT	Temp work agreement	Youth Transition Program	Spec Ed Teacher	20170815	20170818	\$1,366.49	4	8
VRIEZE	JANEL LYNN	Temp work agreement	DCTC/Sp Ed Staff	Spec Ed Teacher	20170815	20170818	\$1,750.85	4	8
ZUEHLKE	REBECCA ANN	Temp work agreement	DCTC/Sp Ed Staff	School Social Worker	20170815	20170818	\$1,383.03	4	8
CHAMBLIN	JESSICA DAWN	Temp work agreement	Mendota Elem WSP DHH	Student Assistant	20170816	20180607	\$17,698.80	172	6
RENKEN	WENDI MARLAINA	Temp work agreement	Cedar School SUN	Spec Ed Teacher-Lead	20170816	20170823	\$912.52	3	7
GROFF	CASSIE J.	Temp work agreement	Meadowview Elem Farmingt	Physical Therapist	20170817	20171002	\$147.99	3	1
ANTHONY	RUSSELL EDWARD	Temp work agreement	DCALS (DCTC loc)	Computer Network Tchr	20170821	20170821	\$309.35	1	6
BIEGLER	PAMELA JILL	Temp work agreement	DCALS (DCTC loc)	Math Teacher/DCALS	20170821	20170821	\$273.69	1	6
BOEHMER	AMANDA JO	Temp work agreement	Riverside Sch/JSC	Spec Ed Teacher	20170821	20170821	\$58.13	1	2
BORUP	JOHN CHRISTIAN	Temp work agreement	DCALS North	Soc Studies Tchr DCALS	20170821	20170821	\$308.18	1	6

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
COLLINS	KATHLEEN	Temp work agreement	Alliance Ed Ctr SUN	Spec Ed Teacher	20170821	20170821	\$218.66	1	8
DOBSON	MEGHAN LOUISE	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Spec Ed Teacher-Lead	20170821	20170821	\$291.52	1	6
EATON	CARMEN MARIE	Temp work agreement	Anthony Louis Ctr-BV#191	Spec Ed Teacher-Lead	20170821	20170821	\$303.03	1	6
GARDING	THOMAS RYAN	Temp work agreement	Cedar School SUN	Spec Ed Community Expert	20170821	20170821	\$77.21	1	3
HALE-SANFORD	ERIN LYN	Temp work agreement	DCALS (DCTC loc)	Soc Studies Tchr DCALS	20170821	20170821	\$321.51	1	6
HELM	HEIDI LEE	Temp work agreement	New Chance/JSC	Spec Ed Teacher	20170821	20170822	\$269.94	2	3.5
KLAUSTERMEIER	JENNIFER M.	Temp work agreement	DCTC/Sp Ed Staff	Spec Ed Teacher	20170821	20170821	\$334.14	1	6
MATEO	EMILY ANN	Temp work agreement	DCALS (DCTC loc)	English/Comm Tchr DCALS	20170821	20170821	\$205.33	1	6
NELSON	MARTA LILLIAN	Temp work agreement	Youth Transition Program	Spec Ed Teacher	20170821	20170821	\$103.75	1	3
PEREDA	JOHN KENNETH	Temp work agreement	DCALS (DCTC loc)	Guidance Counselor	20170821	20170821	\$221.35	1	6
PETERS	AMANDA LYNN	Temp work agreement	New Chance/JSC	Physical & Hlth Disab Tc	20170821	20170821	\$261.53	1	6
RENKEN	WENDI MARLAINA	Temp work agreement	Cedar School SUN	Spec Ed Teacher-Lead	20170821	20170821	\$260.72	1	6
RIX	MELANIE ANN	Temp work agreement	Youth Transition Program	Spec Ed Teacher	20170821	20170823	\$493.22	3	4
STELLER	NATHANAEL THOMA	Temp work agreement	Cedar School SUN	Spec Ed Teacher	20170821	20170821	\$78.74	1	3
STOESZ	HEATHER LYNN	Temp work agreement	Gideon Pond DHH	Speech/Lang. Pathologist	20170821	20170828	\$52.53	1	1
THAMES	DERIC HAROLD	Temp work agreement	Lebanon Ed Ctr IDEA	Spec Ed Teacher	20170821	20170821	\$156.04	1	5
TRAINER	MATTHEW TODD	Temp work agreement	Lebanon Ed Ctr TEA	Spec Ed Community Expert	20170821	20170821	\$132.70	1	5
TUVEY	SARA ANN	Temp work agreement	Youth Transition Program	Spec Ed Teacher	20170821	20170823	\$353.53	2	3.5
VOLLBRECHT	MICHELLE LYNN	Temp work agreement	DCTC/Sp Ed Staff	Spec Ed Teacher-Lead	20170821	20170821	\$199.84	1	6
WALTER	KATRINA L.	Temp work agreement	DCALS (DCTC loc)	Graphic Commun Tchr	20170821	20170821	\$342.47	1	6
ALEXANDER	BRUCE WADE	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Custodial/Maintenance	20170822	20170822	\$67.52	1	4
CORNELIUS	LINDA KAY	Temp work agreement	Riverside Sch/JSC	Spec Ed Teacher	20170822	20170822	\$187.60	1	4
ERICKSON	TERI LOUISE	Temp work agreement	Options-Burnsville #191	Spec Ed Teacher	20170822	20170822	\$202.02	1	4
SHANLEY	MICHELLE JEAN	Temp work agreement	Alliance Ed C Itinerants	Teacher of Visually Impa	20170822	20170822	\$132.89	1	3
STEPHENS	DAWN MARY	Temp work agreement	Alliance Ed Ctr IDEA	Spec Ed Teacher	20170822	20170822	\$125.50	1	4
THAMES	DERIC HAROLD	Temp work agreement	Lebanon Ed Ctr IDEA	Spec Ed Teacher	20170822	20170822	\$234.06	1	7.5

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
TRAINER	MATTHEW TODD	Temp work agreement	Lebanon Ed Ctr TEA	Spec Ed Community Expert	20170822	20170822	\$199.05	1	7.5
WEIS	COLLEEN FRANCES	Temp work agreement	Alliance Ed Ctr IDEA	Spec Ed Teacher	20170822	20170822	\$172.05	1	4
WOOD	FRAN LOUISE	Temp work agreement	Alliance Ed C Itinerants	Teacher of Visually Impa	20170822	20170822	\$133.60	1	3
GAGNER	ASHLY RUTH	Temp work agreement	Lebanon Ed Ctr TEA	Spec Ed Teacher	20170823	20170823	\$177.17	1	7
GARDING	THOMAS RYAN	Temp work agreement	Cedar School SUN	Spec Ed Community Expert	20170823	20170823	\$180.15	1	7
KALGREN	ANN	Temp work agreement	Gideon Pond DHH	Teacher of Deaf/HH-Lead	20170823	20170823	\$192.41	1	3.5
PALMA	LEAH MARIE	Temp work agreement	Lebanon Ed Ctr TEA	Spec Ed Teacher	20170823	20170823	\$203.85	1	7
RANDOL	JESSICA RAE	Temp work agreement	Cedar School SUN	Spec Ed Teacher	20170823	20170823	\$197.20	1	7
STELLER	NATHANAEL THOMA	Temp work agreement	Cedar School SUN	Spec Ed Teacher	20170823	20170823	\$183.73	1	7
THAMES	DERIC HAROLD	Temp work agreement	Lebanon Ed Ctr IDEA	Spec Ed Teacher	20170823	20170823	\$218.46	1	7
KORMAN	BONNIE KATHERIN	Temp work agreement	Lebanon Ed Ctr TEA	Mental Health Practition	20170824	20171010	\$7,177.06	33	8
MLODOZYNIC	KELSEY RAE	Temp work agreement	Gideon Pond DHH	Teacher of Deaf/HH	20170824	20170824	\$28.54	1	1
ROSS	ALYSSA JANE	Temp work agreement	Youth Transition Program	Spec Ed Teacher	20170825	20180608	\$444.33	2	6.25
ASMUS	JOAN SCHAEFER	Temp work agreement	DCTC/Sp Ed Staff	Nurse	20170828	20170901	\$701.42	3	5.25
BAUER	CARIE ANN	Temp work agreement	Century Middle School	Health Associate	20170828	20170828	\$75.28	1	2.5
BORMANN	NATALIE ANN	Temp work agreement	Lebanon Ed Ctr TEA	Health Associate	20170828	20170828	\$61.68	1	2.5
BURGIO	MICHAEL ROBERT	Temp work agreement	Youth Transition Program	Spec Ed Teacher	20170828	20170828	\$42.70	1	1
COCHRAN	JAMES EDWARD	summer session	Lakeview Elem-Lakeville	Spec Ed Teacher	20170828	20180608	\$3,451.07	16	4
DOELP	KASANDRA ST. CL	Temp work agreement	Districtwide Staff	Speech/Lang. Pathologist	20170828	20170828	\$71.48	1	2
FRISQUE	SHERILYN FAYE	Temp work agreement	Alliance Ed C Itinerants	Teacher of Visually Impa	20170828	20180608	\$15,203.60	37	8
GRASS	AMINA HASSANI	Temp work agreement	Boeckman Mid Sch PACES	Health Associate	20170828	20170828	\$64.95	1	2.5
ORTMEIER	TESSA JO	Temp work agreement	Youth Transition Program	Admin Assistant II	20170828	20170830	\$256.32	3	4
PETERSON	CAROLINE ROSE	Temp work agreement	Boeckman MS Farm DHH	Interpreter-Sign Languag	20170828	20180608	\$549.00	10	3
PROULX	KELLI MARIE	Temp work agreement	Alliance Ed C Itinerants	Physical & Hlth Disab Te	20170828	20180608	\$338.23	1	8
PROULX	KELLI MARIE	Temp work agreement	Alliance Ed C Itinerants	Physical & Hlth Disab Te	20170828	20180608	\$6,257.30	37	4
STOESZ	HEATHER LYNN	Temp work agreement	Gideon Pond DHH	Speech/Lang. Pathologist	20170828	20170828	\$105.06	1	2

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
TRAINER	MATTHEW TODD	Temp work agreement	Lebanon Ed Ctr TEA	Spec Ed Community Expert	20170828	20180608	\$26.55	1	1
BAUER	CARIE ANN	Temp work agreement	Century Middle School	Health Associate	20170830	20170901	\$225.83	2	3.75
BORMANN	NATALIE ANN	Temp work agreement	Lebanon Ed Ctr TEA	Health Associate	20170830	20170901	\$185.03	2	3.75
GOLDEN	JOANN CHARLOTTE	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Program Assistant	20170830	20170830	\$47.86	1	2
HARING	CAITLYN JO	Temp work agreement	Lebanon Ed Ctr TEA	Program Assistant	20170830	20170830	\$36.64	1	2
HUSOM	HALEY NICOLE	Temp work agreement	DCTC/Sp Ed Staff	Classroom Assistant	20170830	20170830	\$34.30	1	2
KANE	TERESA MAE	Temp work agreement	Alliance Ed Ctr SUN	Student Assistant	20170830	20170830	\$36.64	1	2
KORMAN	BONNIE KATHERIN	Temp work agreement	Lebanon Ed Ctr TEA	Program Assistant	20170830	20170830	\$36.64	1	2
KURTEN	CAROL LEIGH	Temp work agreement	DCTC/Sp Ed Staff	Program Assistant	20170830	20170830	\$40.30	1	2
MILLER	ELEANORE ROSE	Temp work agreement	Alliance Ed Ctr SUN	Program Assistant	20170830	20170830	\$35.08	1	2
PAGEL	AMANDA MICHELLE	Temp work agreement	Cedar School SUN	Nurse	20170830	20170901	\$341.70	2	3.75
ANDERSEN	KASANDRA LEE	Temp work agreement	Alliance Ed Ctr SUN	Student Assistant	20170831	20170913	\$537.68	8	3.25
BAKER	CARMEN RUTH	Temp work agreement	Alliance Ed Ctr IDEA	Student Assistant	20170831	20180607	\$11,285.12	176	3.5
BOGDAN	NICOLE IRENE	Temp work agreement	Alliance Ed Ctr SUN	Student Assistant	20170831	20180607	\$20,374.20	176	6.75
GRASS	AMINA HASSANI	Temp work agreement	Boeckman Mid Sch PACES	Health Associate	20170831	20180607	\$31,643.64	174	7
KLEMZ	JANE MARIE	Temp work agreement	Lakeview Elem-Lakeville	Student Assistant	20170831	20180605	\$21,516.88	173	6.25
MAYES	EMMA IRENE KAE	Temp work agreement	Cherry View Elem PACES	Student Assistant	20170831	20180607	\$21,999.55	173	7.25
MYLES	LEELLEN LASHAUN	Temp work agreement	Cedar School SUN	Student Assistant	20170831	20170913	\$960.40	8	7
NORMAN	JAMES EDWARD	Temp work agreement	Cedar School SUN	Student Assistant	20170831	20180607	\$21,128.80	176	7
OLADIPUPO	RASHIDAT MOTOLA	Temp work agreement	Pilot Knob Elem DHH	Student Assistant	20170831	20170913	\$280.65	5	3
PARKS	DOMINIQUE RENEE	Temp work agreement	Alliance Ed Ctr SUN	Student Assistant	20170831	20180607	\$20,374.20	176	6.75
PITTMAN	SABREA KADEMA	Temp work agreement	Alliance Ed Ctr SUN	Student Assistant	20170831	20170907	\$463.05	4	6.75
PLATZ	ASHLEY ANNAMAE	Temp work agreement	Cedar School SUN	Student Assistant	20170831	20180607	\$21,128.80	176	7
PORTER	ALLISON MARIE	Temp work agreement	Lakeville North HS DHH	Student Assistant	20170831	20180607	\$21,008.75	175	7
WALTER	STEPHANIE LOUIS	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Program Assistant	20170831	20170831	\$70.16	1	4
WILKERSON	BECKY MAY	Temp work agreement	Cedar School SUN	Student Assistant	20170831	20180607	\$21,609.28	176	7

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
ZEHNDER	SCOTT MICHAEL	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Lead Custodian	20170902	20170903	\$293.92	2	5.5
LARSEN	BETSY SUE	Temp work agreement	Lakeville North HS PACES	Spec Ed Teacher	20170905	20180607	\$2,158.15	35	1.25
LARSEN	BETSY SUE	Temp work agreement	Lakeville North HS PACES	Spec Ed Teacher	20170905	20180607	\$2,158.15	35	1.25
LARSEN	BETSY SUE	Temp work agreement	Lakeville North HS PACES	Spec Ed Teacher	20170905	20180607	\$2,158.15	35	1.25
ELDRED	PATRICIA ANN	Temp work agreement	Gideon Pond Itinerants	Physical & Hlth Disab Te	20170911	20180608	\$8,097.70	37	4
KLEIN	LORI ANN	Temp work agreement	Alliance Ed C Itinerants	Teacher of Visually Impa	20170911	20180608	\$15,572.20	37	8
PETERS	AMANDA LYNN	Temp work agreement	New Chance/JSC	Physical & Hlth Disab Tc	20170911	20180608	\$6,451.10	37	4
WOOD	FRAN LOUISE	Temp work agreement	Alliance Ed C Itinerants	Teacher of Visually Impa	20170911	20180608	\$13,182.20	37	8
TENNESSEN	LAURA J.	Temp work agreement	DCTC/Districtwide Sp Ed	School Psychologist	20170919	20180119	\$2,189.45	6	8
OSTER	TRINA MARIE	Temp work agreement	DCTC/Sp Ed Staff	Classroom Assistant	20170921	20170921	\$41.36	1	2
STAPLES	ANN MARGUERITE	Temp work agreement	DCTC/Sp Ed Staff	Program Assistant	20170921	20170921	\$51.86	1	2
BARSTOW	CATHERINE JEANE	Temp work agreement	Lebanon Ed Ctr TEA	Classroom Assistant	20170926	20170926	\$13.16	1	0.75
FITZGERALD	CAITLIN MARIE	Temp work agreement	Lebanon Ed Ctr TEA	Classroom Assistant	20170926	20170926	\$13.74	1	0.75
GOLOFSKI	ERICA LYNN	Temp work agreement	Lebanon Ed Ctr TEA	Classroom Assistant	20170926	20170926	\$13.16	1	0.75
LAWRENCE	MAYA SAUDA	Temp work agreement	Lebanon Ed Ctr TEA	Classroom Assistant	20170926	20170926	\$13.16	1	0.75
LOCKE	MARGARET K.	Temp work agreement	Lebanon Ed Ctr TEA	Classroom Assistant	20170926	20170926	\$12.86	1	0.75
MORAN	DOMINIQUE MARIE	Temp work agreement	Lebanon Ed Ctr TEA	Classroom Assistant	20170926	20170926	\$12.86	1	0.75
BROWN	SHELBY JEANNE	Temp work agreement	Alliance Ed Ctr IDEA	Classroom Assistant	20170927	20170927	\$17.54	1	1
GABBERT	KIRSTIE LEANN	Temp work agreement	Alliance Ed Ctr IDEA	Classroom Assistant	20170927	20170927	\$18.32	1	1
MOE	REBECCA RENAE	Temp work agreement	Alliance Ed Ctr IDEA	Program Assistant	20170927	20170927	\$17.54	1	1
ROHR	DAWN MARIE	Temp work agreement	Alliance Ed Ctr IDEA	Program Assistant	20170927	20170927	\$19.90	1	1
ASMUS	JOAN SCHAEFER	Temp work agreement	DCTC/Sp Ed Staff	Nurse	20170929	20171013	\$334.01	3	2.5
CHAMBLIN	JESSICA DAWN	Temp work agreement	Mendota Elem WSP DHH	Student Assistant	20171027	20180407	\$1,234.80	12	6

600 STUDENTS

680 STUDENT MEAL CHARGE POLICY

I. PURPOSE

ISD 917 believes that the ability of students to learn is intrinsically related to students having reasonable access to nutritious meals. District employees, parents/guardians and students must have a shared understanding of expectations regarding meal charges through the Student Nutrition program while also maintaining the dignity of each child and the financial integrity of the Student Nutrition program.

II. GENERAL STATEMENT OF POLICY

School districts cannot provide meals to students at no charge unless a student qualifies for free or reduced cost meals. Parents or guardians are responsible for maintaining a positive balance in their child's meal account or sending meals from home. However, students will always be treated with care and respect whenever there is an issue of payment.

III. PAYMENT OF MEALS

- A. Payment for meals can be submitted via cash or check to the school site secretary or ISD 917 Business Office.
- B. Families may apply for free or reduced cost meals at any time during the school year. Applications may be obtained at each school, the district office or online at http://www.isd917.k12.mn.us/For_parents/Food_Service.
- C. Families who qualify for free or reduced cost meals remain responsible for meal charges accrued prior to approval of benefits.
- D. Families who are not directly certified for free or reduced cost meals by the state of Minnesota must reapply after July 1st of each school year to qualify for benefits.

IV. LOW OR NEGATIVE ACCOUNT BALANCE

- A. The District will make a reasonable effort to communicate low account balances (two meals remaining) to families that are not qualified for free or reduced meals, including a phone call, email and/or letter to the parent or guardian.
- B. Where appropriate, families may be encouraged to apply for free and reduced cost meals for their children.
- C. Students will be allowed to charge up to 3 meals before they will receive an alternative lunch of a sandwich with protein and milk. This debit floor is set up in the POS (point of sale) software.
- D. If the student reaches the debit floor and has not paid on their account, the site secretary will place a phone call to the parent or guardian. History of phone calls should be documented by the site secretary. If the parent is not contacted directly, a message will be left if possible. If the account has not been paid after all attempts mentioned, the account will then be turned over to the school's principal or social worker who will make an attempt to reach the parent/guardian.
- E. The expectation is all fees owed the district will be paid in full on the last day the student will be attending classes.
- F. Four weeks prior to the end of each school year, a communication will be sent out to all parents and guardians informing them that students may receive an alternate meal once their meal account balance falls below a zero dollar balance effective three weeks prior to the end of the school year.
- G. The district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. Unpaid meal charges are designated as delinquent debt when payment is overdue, the debt is considered collectable and efforts are being made to collect it. Collection options may include, but are not limited to:
 - 1. Use of a collection agency
 - 2. Claims in conciliation court
 - 3. Other legal methods permitted by law
- H. Donations will be accepted and directed to general or specific accounts upon request. All donations will be processed through the ISD 917 Business Office.

Board Approved _____

900 SCHOOL DISTRICT—COMMUNITY RELATIONS—OTHER

901 VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES

I. PURPOSE

The purpose of this policy is to inform the school community and the general public of the position of the school board on visitors to school buildings and other school property.

II. GENERAL STATEMENT OF POLICY

- A. The school board encourages interest on the part of parents and community members in school programs and student activities. The school board welcomes visits to school buildings and school property by parents and community members provided the visits are consistent with the health, education and safety of students and employees and are conducted within the procedures and requirements established by the school district.
- B. The school board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment.

III. POST-SECONDARY ENROLLMENT OPTIONS STUDENTS

- A. **A student enrolled in a post-secondary enrollment options course may remain at the school site during regular school hours in accordance with established procedures.**
- B. **A student enrolled in a post-secondary enrollment options course may be provided with reasonable access, during regular school hours, to a computer and other technology resources that the student needs to complete coursework for a post-secondary enrollment course.**

IV. RESPONSIBILITY

- A. The school district administration shall present recommended visitor procedures and requirements to the school board for review and approval. The procedures should reflect input from employees, students and advisory groups, and shall be communicated to the school community and the general public. Upon approval by the school board, such procedures and requirements shall be an addendum to this policy.
- B. It shall be the responsibility of the superintendent to provide coordination that may be needed throughout the process and provide for periodic school board review and approval of the procedures.

IV. V. VISITOR LIMITATIONS

- A. An individual **post-secondary enrollment options student**, or group may be denied permission to visit a school or school property or such permission may be revoked if the visitor(s) does not comply with the school district procedures and regulations or if the visit is not in the best interest of students, employees or the school district.
- B. Visitors, **including post-secondary enrollment options students**, are authorized to park vehicles on school property at times and in locations specified in the approved visitor procedures and requirements which are an addendum to this policy or as otherwise specifically authorized by school officials. When unauthorized vehicles of visitors are parked on school property, school officials may:
1. move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
 2. if unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off of school property.
- C. An individual **post-secondary enrollment options student**, or group who enters school property without complying with the procedures and requirements may be guilty of criminal trespass and thus subject to criminal penalty. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

Legal References: Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 128C.08 (Assaulting a Sports Official Prohibited)
Minn. Stat. § 609.605, Subd. 4 (Trespasses on School Property)

Board Approved 12/5/2006
Board Revised _____

600 STUDENTS

620 CREDIT FOR LEARNING

I. PURPOSE

The purpose of this policy is to recognize student achievement which occurs in Post-Secondary Enrollment Options and other advanced enrichment programs. The purpose of this policy also is to recognize student achievement which occurs in other schools, in alternative learning sites, and in out-of-school experiences such as community organizations, work-based learning, and other educational activities and opportunities. The purpose of this policy also is to address the transfer of student credit from out-of-state, private, or home schools and online learning programs and to address how the school district will recognize student achievement obtained outside of the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to provide a process for awarding students credit toward graduation requirements for credits and grades students complete in other schools, post-secondary or higher education institutions, other learning environments, and online courses and programs.

III. DEFINITIONS

- A. “Accredited school” means a school that is accredited by an accrediting agency, recognized according to Minn. Stat. § 123B.445 or recognized by the Commissioner of the Minnesota Department of Education (MDE).
- B. “Blended learning” is a form of digital learning that occurs when a student learns part time in a supervised physical setting and part time through digital delivery of instruction, or a student learns in a supervised physical setting where technology is used as a primary method to deliver instruction.
- C. “Commissioner” means the Commissioner of MDE.
- D. “Digital learning” is learning facilitated by technology that offers students an element of control over the time, place, path, or pace of their learning and includes blended and online learning.
- E. “Eligible institution” means a Minnesota public post-secondary institution, a private, nonprofit two-year trade and technical school granting associate degrees, an opportunities industrialization center accredited by the North Central Association of Colleges and Schools, or a private, residential, two-year or four-year, liberal arts, degree-granting college or university located in Minnesota.
- F. “Nonpublic school” is a private school or home school in which a child is provided instruction in compliance with the Minnesota compulsory attendance laws.

- G. “Online learning” is a form of digital learning delivered by an approved online learning provider.
- H. “Online learning provider” is a school district, an intermediate school district, an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that provides online learning to students and is approved by MDE to provide online learning courses.

IV. TRANSFER OF CREDIT FROM OTHER SCHOOLS

A. Transfer of Academic Requirements from Other Minnesota Public Secondary Schools

- 1. The school district will accept and transfer secondary credits and grades awarded to a student from another Minnesota public secondary school upon presentation of a certified transcript from the transferring public secondary school evidencing the course taken and the grade and credit awarded.

B. Transfer of Academic Requirements from Other Schools

- 1. The school district will accept secondary credits and grades awarded to a student for courses successfully completed at a public school outside of Minnesota or an accredited nonpublic school upon presentation of a certified transcript from the transferring public school in another state or nonpublic school evidencing the course taken and the grade and credit awarded.
 - a. When a determination is made that the content of the course aligns directly with school district graduation requirements, the student will be awarded commensurate credits and grades.
 - b. In the event the content of a course taken at an accredited nonpublic school or public school in another state does not fully align with the content of the school district’s high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements. Credit that does not fully align with the school district’s high school graduation requirements will not be used to compute honor roll and/or class rank.
- 2. Students transferring from a non-accredited, nonpublic school shall receive credit from the school district upon presentation of a transcript or other documentation evidencing the course taken and grade and credit awarded.

- a. Where the school district determines that a course completed by a student at a non-accredited, nonpublic school is commensurate with school district graduation requirements, credit shall be awarded, but the grade shall be “P” (pass).
- b. In the event the content of a course taken at an non-accredited, nonpublic school does not fully align with the content of the school district’s high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements.

V. POST-SECONDARY ENROLLMENT CREDIT

- A. A student who satisfactorily completes a post-secondary enrollment options course or program under Minn. Stat. § 124D.09 that has been approved as meeting the necessary requirements is not required to complete other requirements of the Minnesota Academic Standards content standards corresponding to that specific rigorous course of study.
- B. Secondary credits granted to a student through a post-secondary enrollment options course or program that meets or exceeds a graduation standard or requirement shall be counted toward the graduation and credit requirements of a student completing the Minnesota Academic Standards.
 - 1. Course credit will be considered by the school district only upon presentation of a certified transcript from an eligible institution evidencing the course taken and the grade and credit awarded.
 - 2. Seven quarter or four semester post-secondary credits shall equal at least one full year of high school credit. Fewer post-secondary credits may be prorated.
 - 3. When a determination is made that the content of the post-secondary course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student’s transcript as a course credit applied toward graduation requirements.
 - 4. In the event the content of the post-secondary course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student’s transcript as an elective course credit applied toward graduation requirements.
 - 5. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner, who shall determine the number of credits that shall be

granted to a student.

6. When secondary credit is granted for post-secondary credits taken by a student, the school district will record those credits on the student's transcript as credits earned at a post-secondary institution.
- C. A list of the courses or programs meeting the necessary requirements may be obtained from the school district.

VI. CREDIT FROM ONLINE LEARNING COURSES

- A. Secondary credits granted to a student through an online learning course or program that meets or exceeds a graduation standard or requirement shall be counted toward the graduation and credit requirements of a student completing the Minnesota Academic Standards.
- B. Course credit will be considered only upon official documentation from the online learning provider evidencing the course taken and the grade and credit awarded to the student.
- C. When a student provides documentation from an online learning provider, the course credit and course grade shall be recorded and counted toward graduation credit requirements for all courses or programs that meet or exceed the school district's graduation requirements in the same manner as credits are awarded for students transferring from another Minnesota public school as set forth in Section IV.A. above.

VII. ADVANCED ACADEMIC CREDIT

- A. The school district will grant academic credit to a student attending an accelerated or advanced academic course offered by a higher education institution or a nonprofit public agency, other than the school district.
- B. Course credit will be considered only upon official documentation from the higher education institution or nonprofit public agency that the student successfully completed the course attended and passed an examination approved by the school district.
- C. When a determination is made that the content of the advanced academic course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.
- D. In the event the content of the advanced academic course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.

- E. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner and request a determination of the number of credits that shall be granted to a student.

VIII. PROCESS FOR AWARDING CREDIT

- A. The building principal will be responsible for carrying out the process to award credits and grades pursuant to this policy. The building principal will notify students in writing of the decision as to how credits and grades will be awarded.
- B. A student or the student's parent or guardian may seek reconsideration of the decision by the building principal as to credits and/or grades awarded upon request of a student or the student's parent or guardian if the request is made in writing to the superintendent within five school days of the date of the building principal's decision. The request should set forth the credit and/or grade requested and the reason(s) why credit(s)/grade(s) should be provided as requested. Any pertinent documentation in support of the request should be submitted.
- C. The decision of the superintendent as to the award of credits or grades shall be a final decision by the school district and shall not be appealable by the student or student's parent or guardian except as set forth in Section IX.D. below.
- D. If a student disputes the number of credits granted by the school district for a particular post-secondary enrollment course, online learning course, or advanced academic credit course, the student may appeal the school district's decision to the Commissioner. The decision of the Commissioner shall be final.
- E. At any time during the process, the building principal or superintendent may ask for course descriptions, syllabi, or work samples from a course where content of the course is in question for purposes of determining alignment with graduation requirements or the number of credits to be granted. Students will not be provided credit until requested documentation is available for review, if requested.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.14 (Advanced Academic Credit)
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.445 (Nonpublic Education Council)
Minn. Stat. § 124D.03, Subd. 9 (Enrollment Options Program)
Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Act)
Minn. Stat. § 124D.095 (Online Learning Option)

Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)

Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)

Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)

Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)

Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)

Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)

Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)

Cross References:

MSBA/MASA Model Policy 104 (School District Mission Statement)

MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)

MSBA/MASA Model Policy 613 (Graduation Requirements)

MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)

MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)

MSBA/MASA Model Policy 616 (School District System Accountability)

MSBA/MASA Model Policy 618 (Assessment of Student Achievement)

MSBA/MASA Model Policy 624 (Online Learning Options)

Board Approved _____

2. THE SCHOOL BOARD

- 201 Legal Status of the School Board
- 202 School Board Officers
- 203 Operation of the School Board – Governing Rules
- 203.1 School Board Procedures – Rules of Order
- 203.2 Regular Meetings
- 203.3 Order of the Regular School Board Meetings
- 203.4 School Board Meeting Agenda
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- 204 School Board Meeting Minutes
- 204.1 Recording of School Board Meetings
- 205 Open Meetings and Closed Meetings
- 206 Public Participation in School Board Meetings/Complaints About Persons
At School Board Meetings and Data Privacy Considerations
- 207 Public Hearings
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- 209 Code of Ethics
- 210 Conflict of Interest – School Board Members
- 211 Criminal or Civil Action Against School District, School Board Member,
Employee or Student
- 212 School Board Member Development
- 213 School Board Committees
- 214 Out-of-State Travel by School Board Members

Approved by Board 12/15/87
Board Reviewed _____

200 SCHOOL BOARD

201 LEGAL STATUS OF THE SCHOOL BOARD

I. PURPOSE

The care, management and control of the schools is vested by statutory and constitutional authority in the school board. The school board shall carry out the mission of the school district with diligence, prudence, and dedication to the ideals of providing the finest public education. The purpose of this policy is to define the authority, duties and powers of the school board in carrying out its mission.

II. GENERAL STATEMENT OF POLICY

- A. The school board is the governing body of the school district. As such, the school board has responsibility for the care, management, and control over public schools in the school district.
- B. Generally, appointed members of the school board have binding authority only when acting as a school board legally in session, except where specific authority is provided to school board members or officers individually. Generally, the school board is not bound by an action or statement on the part of an individual school board member unless the action is specifically directed or authorized by the school board.

III. DEFINITION

“School board” means the governing body of the school district.

IV. ORGANIZATION AND MEMBERSHIP

- A. As per the joint powers agreement, the membership of the Intermediate School District 917 School Board shall consist of one appointed person from each Member School District, and the Superintendent of Schools as an ex-officio member.
- B. The term of a School Board Member shall be three (3) years. If a School Board member is unable to complete the full term, a successor shall be appointed by the member district to complete the uncompleted term.
- C. Following the established rotational plan, one-third of the members are to be appointed each year on or before June 30.
- D. A majority of voting members constitutes a quorum. The act of the majority of a quorum is the act of the school board.

The School Board is responsible for the fair and uniform application of all local, state and federal

laws applicable in the operation of District 917 schools. The schools shall be operated for the educational benefit and service to all students served by district programs.

The School Board is the policy-making body of the school district. The School Board in its operation and organization will provide direction and exercise leadership primarily through the formulation and adoption of policies.

Legal References: Minn. Stat. § 123B.02 (General Powers)
Minn. Stat. § 136D.82-84 .81 to 136D.92 (Intermediate School Districts)

Board Approved 12/15/87
Board Revised 12/6/2006
Board Reviewed _____

200 SCHOOL BOARD

202 SCHOOL BOARD OFFICERS

I. PURPOSE

School board officers are charged with the duty of carrying out the responsibilities entrusted to them for the care, management, and control of the public schools of the school district. The purpose of this policy is to delineate those responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. The school board shall meet annually and organize by selecting a chair, a clerk, a treasurer and such other officers as determined by the school board. At its option, the school board may appoint a vice-chair to serve in the temporary absence of the chair.
- B. The school board shall appoint a superintendent who shall be an ex officio, nonvoting member of the school board.

III. ORGANIZATION

The school board shall meet annually in July, or as soon thereafter as practicable, and organize by selecting a chair, a clerk, a treasurer, and such other officers as determined by the school board. These officers shall hold office for one year and until their successors are elected and qualify.

- A. The persons who perform the duties of clerk and treasurer need not be members of the school board.
- B. The school board by resolution may combine the duties of the offices of clerk and treasurer in a single person in the office of business affairs.
- C. At this Organizational Meeting the School Board shall:
 - 1. Elect its officers.
 - 2. Designate a District 917 depository.
 - 3. Designate the official newspaper of the district.
 - 4. Set the yearly salaries of its members and officers.
 - 5. Establish the yearly schedule for its regularly called Board Meetings.
 - 6. Renew memberships in organizations.
 - 7. Approve policies required or annual review.

ORDER OF BUSINESS FOR ORGANIZATIONAL MEETING

1. Call to order - Superintendent or retiring Chair.
2. Administer oaths of acceptance to appointed board members.
3. Election of Chair - New Chair conducts balance of meeting.
4. Election of Vice-Chair.
5. Election of Clerk.
6. Election of Treasurer.
7. Resolution pertaining to official depository.
8. Resolution pertaining to official publication.
9. Establishment of dates and time of Regular Board Meetings for the succeeding year.
10. Establish salaries for Board Members.
11. Adjournment.

IV. OFFICER'S RESPONSIBILITIES

A. Chair

1. The chair, when present, shall preside at all meetings of the school board, countersign all orders upon the treasurer for claims allowed by the school board, and represent the school district in all actions and perform all duties a chair usually performs.
2. In case of absence, inability, or refusal of the clerk to draw orders for the payment of money authorized by a vote of the majority of the school board to be paid, the chair may draw the orders, or the office of the clerk may be declared vacant by the chair and treasurer and filled by appointment.

B. Treasurer

1. The treasurer or designee shall deposit the funds of the school district in the official depository.
2. The treasurer or designee shall make all reports which may be called for by the school board and perform all duties a treasurer usually performs.
3. In the event there are insufficient funds on hand to pay valid orders presented to the treasurer, the treasurer shall receive, endorse, and process the orders in accordance with Minn. Stat. § 123B.12.

C. Clerk

1. The clerk or designee shall keep a record of all meetings in the books provided.
2. On or before August 15 of each year, the clerk or designee shall:

- a. file with the school board a report of the revenues, expenditures and balances in each fund for the preceding fiscal year.
- b. make and transmit to the commissioner certified reports, showing:
 - (1) condition and value of school property;
 - (2) revenues and expenditures in detail, and such other financial information required by law, rule, or as may be called for by the commissioner;
 - (3) length of school term and enrollment and attendance by grades; and
 - (4) other items of information as called for by the commissioner.
3. The clerk or designee shall enter into the clerk's record book copies of all reports and of the proceedings of any meeting, and keep an itemized account of all expenses of the school district.
4. The clerk or designee shall draw and sign all orders upon the treasurer for the payment of money for bills allowed by the school board for salaries of officers and for teachers' wages and all claims, to be countersigned by the chair.

D. Superintendent

1. The superintendent shall be an ex officio, nonvoting member of the school board.
2. The superintendent shall perform the following:
 - a. visit and supervise the schools in the school district, report and make recommendations about their condition when advisable or on request by the school board;
 - b. recommend to the school board employment and dismissal of teachers;
 - c. make reports required by the commissioner; and
 - d. perform other duties prescribed by the school board.

Legal References: Minn. Stat. § 123B.12 (Finance)
 Minn. Stat. § 123B.14 (Officers)
 Minn. Stat. § 123B.143 (Superintendent)

Cross References: MSBA/MASA Model Policy 101 (Legal Status of the School District)
MSBA/MASA Model Policy 201 (Legal Status of the School Board)
MSBA/MASA Model Policy 203 (Operation of the School Board –
Governing Rules)
MSBA Service Manual, Chapter 1, School District Governance, Powers
and Duties

Board Approved 12/5/2006
Board Reviewed _____

200 SCHOOL BOARD

203 OPERATION OF THE SCHOOL BOARD – GOVERNING RULES

I. PURPOSE

The purpose of this policy is to provide governing rules for the conduct of meetings of the school board.

II. GENERAL STATEMENT OF POLICY

An orderly school board meeting allows school board members to participate in discussion and decision of school district issues. Rules of order allow school board members the opportunity to review school-related topics, discuss school business items, and bring matters to conclusion in a timely and consistent manner.

III. QUORUM

A majority (5) of the Board Members shall constitute a quorum. A quorum is necessary for official transaction of School Board and district business.

IV. RULES OF ORDER

Rules of order for school board meetings shall be as follows:

- A. Minnesota statutes where specified;
- B. Specific rules of order as provided by the school board consistent with Minnesota statutes; and
- C. Robert’s Rules of Order, Revised (latest edition) where not inconsistent with A. and B., above.

Legal References: Minn. Stat. § 123B.09, Subds. 6, 7, and 10 (School Board Matters)
Minn. Stat. § 123B.14 (Officers)
Minn. Stat. Ch. 13D (Open Meeting Law)

Board Revised 12/5/2006
Board Reviewed _____

200 SCHOOL BOARD

203 OPERATION OF THE SCHOOL BOARD – GOVERNING RULES

203.2 REGULAR MEETINGS

The Board shall meet as required by law. No action authorized or required by law shall be taken by the Board except in a meeting open to the public and after appropriate notice to the public as required by law.

Regular meetings of the Board normally shall be the first Tuesday of each month. Meetings shall be held in the Dakota County Technical College Board Room (1300 East 145th Street, Rosemount, Minnesota 55068) at ~~5:30~~ **5:00** PM unless otherwise specified.

Board Approved 12/15/87
Board Revised 10/7/97
Board Revised 3/5/02
Board Revised 12/05/2006
Board Revised _____

200 SCHOOL BOARD

203 OPERATION OF THE SCHOOL BOARD—GOVERNING RULES

203.3 ORDER OF THE REGULAR SCHOOL BOARD MEETING

I. PURPOSE

The purpose of this policy is to ensure consistency in the order of business at regular school board meetings.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to consider matters that come before it in a consistent and orderly manner.

III. ORDER

A. The school board shall conduct an orderly school board meeting. The school board will, at all regular school board meetings, follow an agenda order similar to:

1. Call to order.
2. Approval of agenda.
3. Recognition of visitors and open forum.
4. Good News.
5. Approval of prior meeting minutes.
6. Presentation of bills for payment.
7. Reports.
8. Written communications.
9. Old or unfinished business.
10. New business.
11. Superintendent's announcements.
12. Adjournment.

B. Items in this order may be considered as part of a consent agenda.

- C. The school board may depart from the order of business with the consent of the majority of members present.

IV. REGULAR SCHOOL BOARD MEETINGS

Regular Meetings of the Board normally shall be the first Tuesday of each month. Meetings shall be held in the Dakota County Technical College Board Room (1300 East 145th Street, Rosemount, Minnesota 55068) at ~~5:30~~ **5:00** P.M unless otherwise specified.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (School Board Powers)

Cross References: MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)
MSBA/MASA Model Policy 203.5 (School Board Meeting Agenda)
MSBA/MASA Model Policy 203.6 (Consent Agendas)

Board Approved: 12/5/2006
Board Revised _____

200 SCHOOL BOARD

203 OPERATION OF THE SCHOOL BOARD—GOVERNING RULES

203.4 SCHOOL BOARD MEETING AGENDA

I. PURPOSE

The purpose of this policy is to provide procedures for the preparation of the school board meeting agenda to ensure that the school board can accomplish its business as efficiently and expeditiously as possible.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board that school board meetings shall be conducted in a manner to allow the school board to accomplish its business while allowing reasoned debate and discussion of each matter to be acted upon.

III. PROCEDURES

- A. It shall be the responsibility of the school board chair and superintendent to develop, prepare and arrange the order of items for the tentative school board meeting agenda for each school board meeting.
- B. Persons wishing to place an item on the agenda must make a request to the school board chair or superintendent six days prior to the school board meeting. The person making the request is encouraged to state the person's name, address, purpose of the item, action desired and pertinent background information. The chair and superintendent shall determine whether to place the matter on the tentative agenda.
- C. The tentative agenda and supporting documents shall be sent to the school board members five (5) days prior to the scheduled school board meeting.
- D. Items may only be added to the agenda by a motion adopted at the meeting. If an added item is acted upon, the minutes of the school board meeting shall include a description of the matter.
- E. At least one copy of any printed materials relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and: (i) distributed at the meeting to all members of the governing body; (ii) distributed before the meeting to all members; or (iii) shall be available in the meeting room for inspection by the public while the school board considers their subject matter. This does not apply to materials classified by law as other than public or to materials relating to the agenda items of a closed meeting.

IV. VOTING PROCEDURES AT BOARD MEETINGS

- A. A majority vote of the Board Members present and casting votes of "Yes" or "No" is the legal and official action of that body, and should be supported by members as such. A member voting in opposition to the majority, however, has a legal right to the recording of his/her vote in the official Board minutes. Voting on decisions shall be oral unless otherwise specified.
- B. A roll call vote may be requested by any Board Member or at the discretion of the Board Chairperson.
- C. A member may abstain from voting on a particular ballot by casting a "present" or "abstain" as his/her vote is called for. If that vote is re-cast at a later time, he/she may then re-record his/her vote.
- D. The Chairperson shall be a voting member of the Board.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (School Board Powers)
Minn. Stat. § 13D.01, Subd. 6 (Open Meeting Law)

Cross References: MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)
MSBA/MASA Model Policy 203.2 (Order of the Regular School Board Meeting)
MSBA/MASA Model Policy 203.6 (Consent Agendas)
MSBA/MASA Model Policy 204 (School Board Meeting Minutes)
MSBA/MASA Model Policy 207 (Public Hearings)

Board Approved 12/5/2006
Board Reviewed _____

200 SCHOOL BOARD

203 OPERATION OF THE SCHOOL BOARD—GOVERNING RULES

203.5 CONSENT AGENDAS

I. PURPOSE

The purpose of this policy is to allow the use of a consent agenda.

II. GENERAL STATEMENT OF POLICY

In order for a more efficient administration of school board meetings, the school board may elect to use a consent agenda for the passage of noncontroversial items or items of a similar nature.

III. CONSENT AGENDAS

- A. The superintendent, in consultation with the school board chair, may place items on the consent agenda. By using a consent agenda, the school board has consented to the consideration of certain items as a group under one motion. Should a consent agenda be used, an appropriate amount of discussion time will be allowed to review any item upon request.
- B. Consent items are those which usually do not require discussion or explanation prior to school board action, are noncontroversial and/or similar in content, or are those items which have already been discussed and/or explained and do not require further discussion or explanation. Such agenda items might include tasks such as, but not limited to, the approval of the agenda, approval of previous minutes, approval of bills, approval of reports, etc. These items might also include similar groups of decisions such as, but not limited to, approval of staff contracts, approval of maintenance details for the school district buildings and grounds or approval of various schedules.
- C. Items shall be removed from the consent agenda by a timely request by an individual school board member for independent consideration. A request is timely if made prior to the vote on the consent agenda. The request does not require a second or a vote by the school board. An item removed from the consent agenda will then be discussed and acted on separately immediately following the consideration of the consent agenda.
- D. Consent agenda items are approved en masse by one vote of the school board. The consent agenda items shall be separately recorded in the minutes.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (School Board Powers)

Cross References: MSBA/MASA Model Policy 203.2 (Order of the Regular School Board Meeting)
MSBA/MASA Model Policy 203.5 (School Board Meeting Agenda)
MSBA/MASA Model Policy 204 (School Board Meeting Minutes)

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200 SCHOOL BOARD

204 SCHOOL BOARD MEETING MINUTES

I. PURPOSE

The purpose of this policy is to establish procedures relating to the maintenance of records of the school board and the publication of its official proceedings.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district to maintain its records so that they will be available for inspection by members of the general public and to provide for the publication of its official proceedings in compliance with law.

III. MAINTENANCE OF MINUTES AND RECORDS

The clerk or designee shall keep and maintain permanent records of the school board, including records of the minutes of school board meetings and other required records of the school board. All votes taken at meetings required to be open to the public pursuant to the Minnesota Open Meeting Law shall be recorded in a journal kept for that purpose. Public records maintained by the school district shall be available for inspection by members of the public during the regular business hours of the school district. Minutes of meetings shall be available for inspection at the administrative offices of the school district after they have been prepared. Minutes of a school board meeting shall be approved or modified by the school board at a subsequent meeting, which action shall be reflected in the official proceedings of that subsequent meeting.

IV. PUBLICATION OF OFFICIAL PROCEEDINGS

- A. The school board shall cause its official proceedings to be published once in the official newspaper of the school district within thirty (30) days of the meeting at which the proceedings occurred; however, if the school board conducts regular meetings not more than once every thirty (30) days, the school board need not publish the minutes until ten (10) days after they have been approved by the school board.
- B. The proceedings to be published shall be sufficiently full to fairly set forth the proceedings. They must include the substance of all official actions taken by the school board at any regular or special meeting, and at minimum must include the subject matter of a motion, the persons making and seconding the motion, a listing of how each member present voted on the motion, the character of resolutions offered including a brief description of their subject matter and whether adopted or defeated. The minutes and permanent records of the school board may include more detail than is required to be published with the official proceedings. If the proceedings have not yet been approved by the school board,

the proceedings to be published may reflect that fact.

- C. The proceedings to be published may be a summary of the essential elements of the proceedings, and/or of resolutions and other official actions of the school board. Such a summary shall be written in a clear and coherent manner and shall, to the extent possible, avoid the use of technical or legal terms not generally familiar to the public. When a summary is published, the publication shall clearly indicate that the published material is only a summary and that the full text is available for public inspection at the administrative offices of the school district and that a copy of the proceedings, other than attachments to the minutes, is available without cost at the offices of the school district or by means of standard or electronic mail.

Legal References: Minn. Stat. § 123B.09, Subd. 10 (Publishing Proceedings)
Minn. Stat. § 123B.14, Subd. 7 (Record of Meetings)
Minn. Stat. § 331A.01 (Definition)
Minn. Stat. § 331A.05, Subd. 8 (Notice Regarding Published Summaries)
Minn. Stat. § 331A.08, Subd. 3 (Publication of Proceedings)
Minn. Stat. § 13D.01, Subd. 4-6 (Open Meeting Law)
Op. Atty. Gen. 161-a-20, December 17, 1970
Ketterer v. Independent School District No. 1, 248 Minn. 212, 79 N.W.2d 428 (1956)

Cross References: MSBA/MASA Model Policy 205 (Open Meetings and Closed Meetings)
MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties

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200 SCHOOL BOARD

204 SCHOOL BOARD MEETING MINUTES

204.1 RECORDING OF SCHOOL BOARD MEETINGS

Official meetings of the School Board, including the organizational meeting, regular meetings, and special meetings, shall be recorded by electronic means. The primary purpose of such taping is to provide a record of proceedings supplementary to the written records to help assure the accuracy of the meeting minutes. When formally adopted, the meeting minutes shall serve as the official record of the meeting proceedings.

Executive sessions of the Board shall not normally be recorded unless so required by law.

Meetings of Board Committees shall not normally be recorded.

Tape recordings of meetings shall be preserved for two years, unless a longer period is required by law.

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200 SCHOOL BOARD

205 OPEN MEETINGS AND CLOSED MEETINGS

I. PURPOSE

- A. The school board embraces the philosophy of openness in the conduct of its business, in the belief that openness produces better programs, more efficiency in administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school board shall conduct its business under a presumption of openness. At the same time, the school board recognizes and respects the privacy rights of individuals as provided by law. The school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school board.
- B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at school board meetings, while also protecting the individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

II. GENERAL STATEMENT OF POLICY

- A. Except as otherwise expressly provided by statute, all meetings of the school board, including executive sessions, shall be open to the public.
- B. Meetings shall be closed only when expressly authorized by law.

III. DEFINITION

"Meeting" means a gathering of at least a quorum or more members of the school board, or quorum of a committee or subcommittee of school board members, at which members discuss, decide, or receive information as a group on issues relating to the official business of the school board. The term does not include a chance or social gathering.

IV. PROCEDURES

A. Meetings

1. Regular Meetings

A schedule of the regular meetings of the school board shall be kept on file at its primary offices. If the school board decides to hold a regular meeting at a time or place different from the time or place stated in its schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

- a. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district or on the door of the school board's usual meeting room if there is no principal bulletin board. The school board's actions at the special meeting are limited to those topics included in the notice.
- b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings.
- c. This notice shall be posted and mailed or delivered at least three days before the date of the meeting. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.
- d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.
- e. The school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than 60 days before the expiration date of request for notice, the school board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

- a. An emergency meeting is a special meeting called because of circumstances that, in the judgment of the school board, require immediate consideration.
- b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.
- c. The school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.

- d. Notice of the emergency meeting shall be given by telephone or any other method used to notify the members of the school board.
- e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.
- f. Notice shall include the subject of the meeting.
- g. Posted or published notice of an emergency meeting shall not be required.
- h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

5. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.

6. Actual Notice

If a person receives actual notice of a meeting of the school board at least 24 hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

B. Votes

The votes of school board members shall be recorded in a journal kept for that purpose, and the journal shall be available to the public during all normal business hours at the administrative offices of the school district.

C. Written Materials

- 1. In any open meeting, a copy of any printed materials relating to the agenda items prepared or distributed by the school board or its employees and distributed to or available to all school board members shall be available in the meeting room for inspection by the public while the school board considers their subject matter.

2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Data

1. Meetings may not be closed merely because the data to be discussed are not public data.
2. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the school board's authority and is reasonably necessary to conduct the business or agenda item before the school board.
3. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations

- a. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals.
- b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings shall be tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the school board for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation sessions, and hearings between the school board and its employees or their respective representatives are public meetings except when otherwise provided by the Commissioner of the Bureau of Mediation Services.

3. Preliminary Consideration of Charges

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or

allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting.

4. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting.

5. Attorney-Client Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, i.e., regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law.

6. Dismissal Hearing

- a. A hearing on the dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.
- b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent or guardian requests an open hearing.

7. Meetings to Discuss Certain Not Public Data

Any portion of a meeting must be closed if the following types of data are discussed:

- a. data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
- b. active investigative data collected or created by a law enforcement

agency; or

- c. educational data, health data, medical data, welfare data, or mental health data that are not public data.

8.. Purchase and Sale of Property

- a. The school board may close a meeting:
 - (1) to determine the asking price for real or personal property to be sold by the school district;
 - (2) to review confidential or nonpublic appraisal data; and
 - (3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.
- b. Before closing the meeting, the school board must identify on the record the particular real or personal property that is the subject of the closed meeting.
- c. The closed meeting must be tape recorded at the expense of the school district. The tape must be preserved for eight (8) years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of school board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.
- d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the school board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

9. Security Matters

- a. The school board may close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.
- b. Financial issues related to security matters must be discussed and

all related financial decisions must be made at an open meeting.

- c. Before closing a meeting, the school board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.
- d. The closed meeting must be tape recorded at the expense of the school district and the recording must be preserved for at least four (4) years.

10. Other Meetings

Other meetings shall be closed as provided by law.

F. Procedures for Closing a Meeting

The school board shall provide notice of a closed meeting just as for an open meeting. A school board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the school board shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

Legal References: Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)
Department of Administration Advisory Opinion 04-004 (February 3, 2004)
The Free Press v. County of Blue Earth, 677 N.W.2d 471 (Minn. App. 2004)
Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)
Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993)
Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988)
Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983)
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)

Cross References: MSBA/MASA Model Policy 204 (School Board Meeting Minutes)
MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
MSBA/MASA Model Policy 207 (Public Hearings)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)

MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil
Records)
MSBA Service Manual, Chapter 13, School Law Bulletin "C"
(Minnesota's Open Meeting Law)

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200 SCHOOL BOARD

206 PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS/COMPLAINTS ABOUT PERSONS AT SCHOOL BOARD MEETINGS AND DATA PRIVACY CONSIDERATIONS

I. PURPOSE

- A. The school board recognizes the value of participation by the public in deliberations and decisions on school district matters. At the same time, the school board recognizes the importance of conducting orderly and efficient proceedings, with opportunity for expression of all participants' respective views.
- B. The purpose of this policy is to provide procedures to assure open and orderly public discussion as well as to protect the due process and privacy rights of individuals under the law.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school board to encourage discussion by citizens of subjects related to the management of the school district at school board meetings. The school board may adopt reasonable time, place and manner restrictions on public expression in order to facilitate free discussion by all interested parties.
- B. The school board shall, as a matter of policy, protect the legal rights to privacy and due process of employees and students.

III. DEFINITIONS

- A. "Personnel data" means data on individuals collected because the individual is or was an employee or applicant for employment. For purposes of this policy, "employee" includes a volunteer or an independent contractor.
- B. Personnel data on current and former employees that is "public" includes:

Name; employee identification number, which must not be the social security number; actual gross salary; salary range; contract fees; actual gross pension; the value and nature of employer paid fringe benefits; the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary; bargaining unit; job title; job description; education and training background; previous work experience; date of first and last employment; the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action; the final disposition of any disciplinary action together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the public body; the terms of any agreement settling any dispute arising out of the employment relationship,

including a superintendent buyout agreement, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money; work location; a work telephone number; badge number; honors and awards received; and payroll time sheets or other comparable data that are only used to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data.

- C. Personnel data on current and former applicants for employment that is "public" includes:

Veteran status; relevant test scores; rank on eligible list; job history; education and training; and work availability. Names of applicants shall be private data except when certified as eligible for appointment to a vacancy or when applicants are considered by the appointing authority to be finalists for a position in public employment. For purposes of this subdivision, "finalist" means an individual who is selected to be interviewed by the appointing authority prior to selection.

- D. "Educational data" means data maintained by the school district which relates to a student.

- E. "Student" means an individual currently or formerly enrolled or registered in the school district, or applicants for enrollment, or individuals who receive shared time services.

- F. Data on applicants for election or appointment to a public body, including a school board, are public. That data includes: name; city of residence; education and training; employment history; volunteer work; awards and honors; and prior government service or experience.

IV. RIGHTS TO PRIVACY

- A. School district employees have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:

1. right to a private hearing for teachers, pursuant to Minn. Stat. § 122A.40, Subd. 14 (Teachers Discharge Hearing);
2. right to privacy of personnel data as provided by Minn. Stat. § 13.43 (Personnel Data);
3. right to consideration by the school board of certain data treated as not public as provided in Minn. Stat. § 13D.05 (Not Public Data);

- B. School district students have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:

1. right to a private hearing, Minn. Stat. § 121A.47, Subd. 5 (Student

Dismissal Hearing);

2. right to privacy of educational data, Minn. Stat. § 13.32 (Educational Data); 20 U.S.C. § 1232g (FERPA);
3. right to privacy of complaints as provided by child abuse reporting and discrimination laws, Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors) and Minn. Stat. Ch. 363 (Minnesota Human Rights Act).

V. RIGHTS OF THE PUBLIC

All citizens of the school district have a right to an opportunity to be heard and to have complaints considered and evaluated by the school board, within the limits of the law and this policy and subject to reasonable time, place and manner restrictions. Among the rights available to the public is the right to access public data as provided by Minn. Stat. § 13.43, Subd. 2 (Public Data).

VI. PROCEDURES

A. Agenda Items

1. Citizens who wish to have a subject on the agenda at a public school board meeting must notify the superintendent's office six days in advance of the school board meeting. The citizen should provide his or her name, address, the name of group represented (if any), and the subject to be covered or the issue to be addressed.
2. Citizens who wish to address the school board on a particular subject may speak during the discussion of that item.
3. The school board chair will recognize one speaker at a time, and will rule out of order other speakers who are not recognized. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.
4. The school board retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the school board. If a group or organization wishes to address the school board on a topic, the school board reserves the right to require designation of one or more representatives or spokespersons to speak on behalf of the group or organization.
5. Matters proposed for placement on the agenda which may involve data privacy concerns, which may involve preliminary allegations, or which may be potentially libelous or slanderous in nature shall not be considered in public, but shall be processed as determined by the school board in accordance with governing law.

6. The school board chair shall promptly rule out of order any discussion by any person, including school board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.
7. Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.
8. Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient and fair opportunity for those present to be heard.

B. Complaints

1. Routine complaints about a teacher or other employee shall first be directed to that teacher or employee or to the employee's immediate supervisor.
2. If the complaint is against an employee relating to child abuse, discrimination, racial, religious, or sexual harassment, or other activities involving an intimidating atmosphere, the complaint shall be directed to the employee's supervisor or other official as designated in the school district policy governing that kind of complaint. In the absence of a designated person, the matter should be referred to the superintendent.
3. Unresolved complaints from Paragraph 1. of this section or problems concerning the school district shall be directed to the superintendent's office.
4. Complaints which are unresolved at the superintendent's level may be brought before the school board by notifying the school board in writing.

C. Open Forum

The school board shall normally provide a specified period of time where citizens may address the school board on any topic, subject to the limitations of this policy. The school board reserves the right to allocate a specific period of time for this purpose and limit time for speakers accordingly.

VII. PENALTIES FOR VIOLATION OF DATA PRIVACY

- A. The school district is liable for damages, costs and attorneys' fees, and in the event of a willful violation, punitive damages for violation of state data privacy laws. (Minn. Stat. § 13.08, Subd. 1)

- B. A person who willfully violates data privacy is guilty of a misdemeanor. (Minn. Stat. § 13.09)
- C. In the case of an employee, willful violation constitutes just cause for suspension without pay or dismissal. (Minn. Stat. § 13.09)

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 122A.44 (Contracting with Teachers)
Minn. Stat. § 123B.02, Subd. 14 (Employees; Contracts for Services)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 13D.05 (Open Meeting Law)
Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

Cross References: MSBA/MASA Model Policy 205 (Open Meetings and Closed Meetings)
MSBA/MASA Model Policy 207 (Public Hearings)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin “C” (Minnesota’s Open Meeting Law)
MSBA Service Manual, Chapter 13, School Law Bulletin “I” (School Records – Privacy – Access to Data)

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200 SCHOOL BOARD

207 PUBLIC HEARINGS

I. PURPOSE

The school board recognizes the importance of obtaining public input on matters properly before the school board. The purpose of this policy is to establish procedures to efficiently receive public input.

II. GENERAL STATEMENT OF POLICY

In order for the school board to efficiently receive public input on matters properly before the school board, the procedures set forth in this policy are established by the school board.

III. PROCEDURES

A. Public Hearings

Public hearings are required by law to be held concerning certain issues, including but not limited to, school closings (Minn. Stat. § 123B.51), truth in taxation (Minn. Stat. § 275.065), education district establishment (Minn. Stat. § 123A.15), and agreements for secondary education (Minn. Stat. § 123A.30). Additionally, other public hearings may be held by the school board on school district matters at the discretion of the school board.

B. Notice of Public Hearings

Public notice of a public hearing required by law shall be given as provided by the enabling legislation. Public notice of other hearings shall be given in the manner required for a regular meeting if held in conjunction with a regular meeting, in the manner required for a special meeting if held in conjunction with a special meeting, or as otherwise determined by the school board.

C. Public Participation

The school board retains the right to require that those in attendance at a public hearing indicate their desire to address the school board and complete and file with the clerk of the school board an appropriate request card prior to the commencement of the hearing if the school board utilizes this procedure. In that case, any request to address the school board after the commencement of the hearing will be granted only at the discretion of the school board.

1. Format of Request: If required by the school board, a written request of

an individual or a group to address the school board shall contain the name and address of the person or group seeking to address the school board. It shall also contain the name of the group represented, if any, and a brief statement of the subject to be covered or the issue to be addressed.

2. Time Limitation: The school board retains the discretion to limit the time for each presentation as needs dictate.
3. Groups: The school board retains the discretion to require that any group of persons who desire to address the school board designate one representative or spokesperson. In the event that the school board requires the designation of a representative or spokesperson, no other person in the group will be recognized to address the school board, except as otherwise determined by the school board.
4. Privilege to Speak: A school board member should direct any remarks or questions through the chair. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.
5. Personal Attacks: Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.
6. Limitations on Participation: Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient and fair opportunity for those present to be heard.

Cross References: MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)

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200 SCHOOL BOARD

208 DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

I. PURPOSE

The purpose of this policy is to emphasize the importance of the policy-making role of the school board and provide the means for it to continue to be an ongoing effort.

II. GENERAL STATEMENT OF POLICY

Formal guidelines are necessary to ensure the school community that the school system responds to its mission and operates in an effective, efficient and consistent manner. A set of written policy statements shall be maintained and modified as needed. Policies should define the desire and intent of the school board and should be in a form which is sufficiently explicit to guide administrative action.

III. DEVELOPMENT OF POLICY

- A. The school board has jurisdiction to legislate policy for the school district with the force and effect of law. School board policy provides the general direction as to what the school board wishes to accomplish while delegating implementation of policy to the administration.
- B. The school board's written policies provide guidelines and goals to the school community. The policies shall be the basis for the formulation of guidelines and directives by the administration. The school board shall determine the effectiveness of the policies by evaluating periodic reports from the administration.
- C. Policies may be proposed by a school board member, employee, student or resident of the school district. Proposed policies or ideas shall be submitted to the superintendent for review prior to possible placement on the school board agenda.

IV. ADOPTION OF POLICY

- A. The school board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two school board meetings. The proposals shall be distributed and public comment will be allowed at both meetings prior to final school board action.
- B. The final action taken to adopt the proposed policy shall be approved by a simple majority vote of the school board at a subsequent meeting after the meetings at which public input was received. The policy will be effective on the later of the date of passage or the date stated in the motion.

- C. In the case of an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the school board. A statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes. The emergency policy shall expire within one year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The school board shall have discretion to determine what constitutes an emergency situation.
- D. If a policy is modified because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.

V. IMPLEMENTATION OF POLICY

- A. It shall be the responsibility of the superintendent to implement school board policies, and to develop administrative guidelines and directives to provide greater specificity and consistency in the process of implementation. These guidelines and directives, including employee and student handbooks, shall be subject to annual review and approval by the school board.
- B. Each school board member shall have access to this policy manual. Manuals shall be available in the district office and for reference purposes to other interested persons will be available on ISD 917 website (www.isd917.k12.mn.us).
- C. It shall be the responsibility of the superintendent, or designee, to keep the policy manual in the district office and on the website current.
- D. The school board shall review policies at ~~least once every three years.~~ **the discretion of the school board.** The superintendent shall be responsible for developing a system of periodic review. ~~,-addressing approximately one third of the policies annually.~~ In addition, the school board shall review the following policies annually: 214 Out-of-State Travel by School Board Members; 413 Harassment and Violence; 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse; 415 Mandated Reporting of Maltreatment of Vulnerable Adults; ~~506~~ **6.31** Student Discipline; ~~514~~ **411** Bullying Prohibition; ~~522~~ **6.32** Student Sex Nondiscrimination; and ~~524~~ **490** Internet Acceptable Use and Safety Policy.
- E. When there is no school board policy in existence to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the educational philosophy and financial condition of the school district. Under such circumstances, the superintendent shall advise the school board of the need for a policy and present a recommended policy to the school board for approval.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09, Subd. 1 (School Board Powers)

Board Approved 12/5/2006
Board Revised _____

200 SCHOOL BOARD

209 CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to assist school board members in recognizing the role of individual school board members and the contribution that each must make to develop an effective and responsible school board.

II. GENERAL STATEMENT OF POLICY

Each school board member shall follow the code of ethics stated in this policy.

A. AS A MEMBER OF THE SCHOOL BOARD I WILL:

1. Listen.
2. Recognize the integrity of my predecessors and associates.
3. Appreciate the merit of their work.
4. Be motivated only by a desire to serve the pupils of my district.
5. Attempt to inform myself on the proper duties and functions of a school board member.
6. Recognize that it is my responsibility, together with other school board members, to see that the schools are properly run, not to run them myself.
7. Work through the administration employees of the school board – not over or around them.
8. Recognize that school business may be legally transacted only in an open meeting of the school board.

B. IN PERFORMING THE PROPER FUNCTIONS OF A SCHOOL BOARD MEMBER I WILL:

1. Perform under education policies unless necessity requires otherwise.
2. Function in meeting the legal responsibility that is mine as part of a policy-forming body – not as an administrative officer.
3. Consider myself a trustee of public education and do my best to protect, conserve, and advance its progress.

C. TO MAINTAIN RELATIONS WITH OTHER MEMBERS OF THE SCHOOL

BOARD I WILL:

1. Respect the right of others to have and express opinions.
2. Recognize that authority rests with the school board in legal session – not with the individual members of the school board except as authorized by law.
3. Make no disparaging remarks, in or out of school board meetings, about other members of the school board or their opinions.
4. Recognize that to promise in advance of a meeting how I will vote on any proposition is to close my mind and agree not to think through other points of view which may be presented to the meeting.
5. Make decisions in school board meetings only after all sides of debatable questions have been presented.
6. Delegate details of school board action to administrative employees.
7. Insist that special committees be appointed to serve only in an advisory capacity to the school board.

D. IN MEETING MY RESPONSIBILITIES TO MY COMMUNITY I WILL:

1. Attempt to appraise both the present and future educational needs of the school district.
2. Attempt to obtain adequate financial support for the school program.
3. Interpret the needs and attitudes of the community and do my best to translate them into the educational program of the school district.
4. Consider it an important responsibility to interpret the educational program of the school as it relates to the needs of the community.
5. Insist that business transactions of the school district be on an ethical, open, and above board basis.

E. IN WORKING WITH THE SUPERINTENDENT OF SCHOOLS AND STAFF I WILL:

1. Hold the superintendent responsible for the administration of the school district.
2. Give the superintendent authority commensurate with the responsibility.
3. Assure that the school district will be administered by the best professional personnel available.

4. Consider the recommendation of the superintendent in the appointment of all employees.
5. Participate in school board action after considering the recommendation of the superintendent and only after the superintendent has furnished adequate information supporting the recommendation.
6. Expect the superintendent to keep the school board adequately informed at all times through both oral and written reports.
7. Spend adequate time in school board meetings on educational policies.
8. Give the superintendent counsel and advice.
9. Recognize the status of the superintendent as an ex officio member of the school board.
10. Refer all complaints to the proper administrative officer or insist that they be presented in writing to the whole school board.
11. Present any personal criticisms of employees to the superintendent.
12. Provide support for the superintendent and employees of the school district so they may perform their proper functions on a professional level.

F. IN FULFILLING MY LEGAL OBLIGATIONS AS A SCHOOL BOARD MEMBER I WILL:

1. Comply with all federal, state and local laws relating to my function as a school board member.
2. Comply with all school district policies as adopted by the school board.
3. Abide by all rules and regulations as promulgated by the Minnesota Department of Education and other federal and state agencies with jurisdiction over school districts.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.143, Subd. 1 (Superintendent)

Cross References: MSBA Service Manual, Chapter 1, School Board Member Code of Ethics

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Board Reviewed _____

200 SCHOOL BOARD

210 CONFLICT OF INTEREST – SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to observe state statutes regarding conflicts of interest and to engage in school district business activities in a fashion designed to avoid any conflict of interest or the appearance of impropriety.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to contract for goods and services in conformance with statutory conflict of interest laws and in a manner that will avoid any conflict of interest or the appearance thereof. Accordingly, the school board will contract under the statutory exception provisions only when it is clearly in the best interest of the school district because of limitations that may exist on goods or services otherwise available to the school district.

III. GENERAL PROHIBITIONS AND RECOGNIZED STATUTORY EXCEPTIONS

- A. A school board member who is authorized to take part in any manner in making any sale, lease, or contract in his or her official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom.
- B. In the following circumstances, however, the school board may as an exception, by unanimous vote, contract for goods or services with a school board member of the school district:
 - 1. In the designation of a bank or savings association, in which a school board member is interested, as an authorized depository for school district funds and as a source of borrowing, provided such deposited funds are protected in accordance with Minn. Stat. Ch. 118A. Any school board member having said interest shall disclose that interest and the interest shall be entered upon the minutes of the school board. Disclosure must be made when such bank or savings association is first designated as a depository or source of borrowing, or when such school board member is elected, whichever is later. Disclosure serves as notice of the interest and must only be made once;
 - 2. The designation of an official newspaper, or publication of official matters therein, in which the school board member is interested when it is the only newspaper complying with statutory requirements relating to the designation or publication;

3. A contract with a cooperative association of which the school board member is a shareholder or stockholder but not an officer or manager;
4. A contract for which competitive bids are not required by law. A contract made under this exception will be void unless the following procedures are observed:
 - a. The school board must authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere.
 - b. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution wherein the facts of the emergency are also stated.
 - c. Before a claim is paid, the interested school board member must file with the clerk of the school board an affidavit stating:
 - (1) The name of the school board member and the office held;
 - (2) An itemization of the goods or services furnished;
 - (3) The contract price;
 - (4) The reasonable value;
 - (5) The interest of the school board member in the contract; and
 - (6) That to the best of the school board member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.
5. A school board member may contract with the school district to provide construction materials or services, or both, when the sealed bid process is used. When the contract comes before the school board for consideration, the interested school board member may not vote on the contract. *(Note: This section applies only where the school district has a population of 1,000 or less according to the last federal census.)*
6. A school board member may rent space in a public facility at a rate commensurate with that paid by other members of the public.

- C. In the following circumstances, the school board may as an exception, by majority vote at a meeting where all school board members are present, contract for services with a school board member of the school district: A school board member may be newly employed or may continue to be employed by the school district as an employee where there is a reasonable expectation on July 1, or at the time the contract is entered into or extended, that the amount to be earned by that school board member under that contract or employment relationship, will not exceed \$8,000 in that fiscal year. If the school board member does not receive majority approval to be initially employed or to continue in employment at a meeting where all school board members are present, that employment must be immediately terminated and that school board member will have no further rights to employment while serving as a school board member in the school district.

IV. LIMITATIONS ON RELATED EMPLOYEES

- A. The school board can hire or dismiss teachers only at duly called meetings. Where a husband and wife, brother and sister, or two brothers or sisters, constitute a quorum, no contract employing a teacher may be made or authorized except upon the unanimous vote of the full school board.
- B. The school board may not employ any teacher related by blood or marriage to a school board member, within the fourth degree as computed by the civil law, except by a unanimous vote of the full school board.

V. CONFLICTS PRIOR TO TAKING OFFICE

A school board member with personal financial interest in a sale, lease, or contract with the school district which was entered before the school board member took office and presents an actual or potential conflict of interest, shall immediately notify the school board of such interest. It shall thereafter be the responsibility of the school board member to refrain from participating in any action relating to the sale, lease, or contract. At the time of renewal of any such sale, lease, or contract, the school board may enter into or renew such sale, lease, or contract only if it falls within one of the enumerated exceptions for contracts relating to goods or services provided above and if the procedures provided in this policy are followed.

VI. DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS

The determination as to whether a conflict of interest exists is to be made by the school board. Any school board member who has an actual or potential conflict shall notify the school board of such conflict immediately. The school board member shall thereafter cooperate with the school board as necessary for the school board to make its determination.

Legal References: Minn. Stat. § 122A.40, Subd. 3 (Teacher Hiring, Dismissal)
Minn. Stat. § 123B.195 (Board Member's Right to Employment)
Minn. Stat. § 471.87 (Public Officers; Interest in Contract; Penalty)

Minn. Stat. § 471.88, Subds. 2, 3, 4, 5, 12, and 13 (Exceptions)
Minn. Stat. § 471.89 (Contract, When Void)
Op. Atty. Gen. 437-A-4, March 15, 1935
Op. Atty. Gen. 90-C-5, July 30, 1940
Op. Atty. Gen. 90-A, August 14, 1957

Cross References: MSBA/MASA Model Policy 101 (Legal Status of the School Board)
MSBA/MASA Model Policy 209 (Code of Ethics)
MSBA Service Manual, Chapter 1, School District Governance, Powers
and Duties

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Board Reviewed _____

200 SCHOOL BOARD

**211 CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT,
SCHOOL BOARD MEMBER, EMPLOYEE, OR STUDENT**

I. PURPOSE

The purpose of this policy is to provide guidance as to the school district's position, rights, and responsibilities when a civil or criminal action is pending against the school district, or a school board member, school district employee or student.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that, when civil or criminal actions are pending against a school board member, school district employee, or student, the school district may be requested or required to take action.
- B. In responding to such requests and/or requirements, the school district will take such measures as are appropriate to its primary mission of providing for the education of students in an environment that is safe for staff and students and is conducive to learning.
- C. The school district acknowledges its statutory obligations with respect to providing assistance to school board members and employees who are sued in connection with performance of school district duties. Collective bargaining agreement and school district policies may also apply.

III. CIVIL ACTIONS

- A. Pursuant to Minn. Stat. § 466.07, Subd. 1, the school district shall defend and indemnify any school board member or school district employee for damages in school-related litigation, including punitive damages, claimed or levied against the school board member or employee, provided that he or she was acting in the performance of the duties of the position and was not guilty of malfeasance, willful neglect of duty, or bad faith.
- B. Pursuant to Minn. Stat. §123B.25(b), with respect to teachers employed by the school district, upon written request of the teacher involved, the school district shall provide legal counsel for any school teacher against whom a claim is made or action is brought for recovery of damages in any tort action involving physical injury to any person or property or for wrongful death arising out of or in connection with the employment of the teacher with the school district. The school district will choose legal counsel after consultation with the teacher.

C. Data Practices

Educational data and personnel data maintained by the school district may be sought as evidence in a civil proceeding. The school district will release the data only pursuant to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and to the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and related regulations. When an employee is subpoenaed and is expected to testify regarding educational data or personnel data, he or she is to inform the building administrator or designated supervisor, who shall immediately inform the superintendent or designee. No school board member or employee may release data without consultation in advance with the school district official who is designated as the authority responsible for the collection, use and dissemination of data.

D. Service of Subpoenas

It is the policy of the school district that its officers and employees will normally not be involved in providing service of process for third parties in the school setting.

E. Leave to Testify

Leave for employees appearing in court, either when sued or under subpoena to testify, will be considered in accordance with school district personnel policies and applicable collective bargaining agreements.

IV. CRIMINAL CHARGES OR CONDUCT

A. Employees

1. The school district expects that its employees serve as positive role models for students. As role models for students, employees have a duty to conduct themselves in an exemplary manner.
2. If the school district receives information relating to activities of a criminal nature, by an employee, the school district will investigate and take appropriate disciplinary action, which may include discharge, subject to school district policies, statutes and provisions of applicable collective bargaining agreements.

B. Students

The school district has an interest in maintaining a safe and healthful environment and in preventing disruption of the educational process. In order to further that interest, the school district will take appropriate action regarding students convicted of crimes that relate to the school environment.

C. Criminal Investigations

1. It is the policy of the school district to cooperate with law enforcement officials. The school district will make all efforts, however, to encourage law enforcement officials to question students and employees outside of school hours and off school premises unless there are extenuating circumstances or the matter being investigated is school-related, or as otherwise provided by law.
2. If such questioning at school is unavoidable, the school district will attempt to maintain confidentiality, to avoid embarrassment to students and employees and to avoid disruption of the educational program. The school district will attempt to notify parents of a student under age 18 that police will be questioning their child. Normally, the superintendent, principal, or other appropriate school official will be present during the interview, except as otherwise required by law (Minn. Stat. § 626.556, Subd. 10), or as otherwise determined in consultation with the parent or guardian.

D. Data Practices

The school district will release to juvenile justice and law enforcement authorities educational and personnel data only in accordance with Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) and 20 U.S.C. § 1232g (FERPA).

V. **STATEMENTS WHEN LITIGATION IS PENDING**

The school district recognizes that when a civil or criminal action is commenced or pending, parties to the lawsuit have particular duties in reference to persons involved or named in the lawsuit, as well as insurance carrier(s). Therefore, school board members or school district employees shall make or release statements in that situation only in consultation with legal counsel.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 123B.25(b) (Actions Against Teachers)
Minn. Stat. § 466.07, Subd. 1 (Indemnification)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
42 U.S.C. § 1983 (Civil Action for Depriving Rights)
Op. Atty. Gen. 169 (Minn, Mar. 7, 1963)
Op. Atty. Gen. 169 (Minn, Nov. 3, 1943)
Dyppress v. School Committee of Boston, 446 N.E.2d 1099 (Mass. App. Ct. 1983)
Wood v. Strickland, 420 U.S. 308, 95 S.Ct. 992, 43 L.Ed.2d 214 (1975)

- Cross References:*** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 408 (Subpoena of a School District Employee)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

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Board Reviewed _____

200 SCHOOL BOARD

212 SCHOOL BOARD MEMBER DEVELOPMENT

I. PURPOSE

In recognition of the need for continuing inservice training and development for its members, the purpose of this policy is to encourage the members of the school board to participate in professional development activities designed for them so that they may perform their responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. New school board members will be provided the opportunity and encouragement to attend the orientation and training sessions sponsored by the Minnesota School Boards Association (MSBA). School board members shall receive training in school finance and management developed in consultation with MSBA.
- B. All school board members are encouraged to participate in school board and related workshops and activities sponsored by local, state and national school boards associations, as well as in the activities of other educational groups.
- C. School board members are expected to report back to the school board with materials of interest gathered at the various meetings and workshops.
- D. The school board will reimburse the necessary expenses of all school board members who attend meetings and conventions pertaining to school activities and the objectives of the school board, within the approved policy and budget allocations of the school district relating to the reimbursement of expenses involving the attendance at workshops and conventions.

Legal References: Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)

Cross References: MSBA/MASA Model Policy 214 (Out-of-State Travel by School Board Members)

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Board Reviewed _____

200 SCHOOL BOARD

213 SCHOOL BOARD COMMITTEES

In order to facilitate the Board policy-making responsibilities, the Board shall establish committees for the purpose of allowing more extensive study or work on specific issues than would be possible by the Board as a whole.

Standing Committees of the Board shall be:

- Budget & Finance
- Buildings and Grounds
- Instructional Programs
- Insurance
- Personnel
- Policy

The members of each standing committee shall be appointed annually by the Board Chair.

School Board Committee membership is reviewed annually and voted upon by the Board. No member shall serve longer than three consecutive years on a committee without the formal approval of the majority of the Board.

The Board Chair shall appoint a committee chair.

The Chair may appoint temporary committees at the request of the Board. These temporary committees will be dissolved when their purpose has been accomplished.

The Board Chair shall be an ex-officio member of all committees, standing and temporary. The Superintendent shall be an ex-officio member of all committees except for the exclusion provided in 002.54, Executive sessions.

Board Approved 12/15/87
Board Revised 8/22/95
Board Revised 8/18/98
Board Revised 12/5/2006

Board Reviewed _____

200 SCHOOL BOARD

214 OUT-OF-STATE TRAVEL BY SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to provide structure for out-of-state travel by school board members as required by law.

II. GENERAL STATEMENT OF POLICY

School board members have an obligation to become informed on the proper duties and functions of a school board member, to become familiar with issues that may affect the school district, to acquire a basic understanding of school finance and budgeting, and to acquire sufficient knowledge to comply with federal, state and local laws, rules, regulations and school district policies that relate to their functions as school board members. Occasionally, it may be appropriate for school board members to travel out of state to fulfill their obligations.

III. APPROPRIATE TRAVEL

Travel outside the state is appropriate when the school board finds it proper for school board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as school board members. Travel to regional or national meetings of the National School Boards Association is presumed to fulfill this purpose. ~~Travel to other~~ Out-of-state meetings for which the member intends to seek reimbursement from the school district should be preapproved by the school board.

IV. REIMBURSABLE EXPENSES

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district-related expenses. (Policy 412 Expense Reimbursement.)

V. REIMBURSEMENT

- A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.
- B. Automobile travel shall be reimbursed at the mileage rate set by the school board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.
- C. Amounts to be reimbursed shall be within the school board's approved budget allocations, including attendance at workshops and conventions.

VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

The superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

VII. ANNUAL REVIEW

This policy must be annually reviewed by the school board.

Legal References: Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)
Minn. Stat. § 471.661 (Out-of-State Travel)
Minn. Stat. § 471.665 (Mileage Allowances)
Minn. Op. Atty. Gen. No. 1035 (August 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. No. 161b-12 (August 4, 1997) (Transportation Expenses)

Cross References: MSBA/MASA Model Policy 212 (School Board Member Development)
MSBA/MASA Model Policy 412 (Expense Reimbursement)

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