

Princeton Public Schools - ISD 477  
Tuesday, January 15, 2019 at 6:00 PM  
Work Session  
District Office Board Room

**Our Mission**

*Princeton is an innovative leader in instruction, developing in EVERY learner the ability to succeed in an ever-changing world.*

**Our Vision**

*Princeton will equip every student to be career and college ready through personalized instruction, community partnerships and collaboration.*

**1. PROCEDURAL ITEMS**

- 2. Call to Order and Pledge of Allegiance
- 3. Roll Call

**4. REPORTS**

- a. Board Members Committee Reports
- b. Student Council Report
- c. Superintendent Report

**5. APPROVE AGENDA**

**6. DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES** 3

**7. CONSENT AGENDA**

*The consent agenda consists of non-controversial items that the Board adopts routinely without debate. Any single member may remove an item from consent agenda by requesting removal at the time the consent agenda is moved for adoption. The full text of items approved by consent may be found at the conclusion of the agenda.*

- a. Personnel 8
- b. Bills 9
- c. Treasurer's Report 16
- d. Wire Transfers 17
- e. Gifts 18
- f. Fundraisers 21
- g. Grants 24

**8. WORK SESSION**

- a. Activities Update 25
- b. Parameters for 2019-2020
  - Enrollment 35
  - State % 40

Class Size	41
Negotiations	
c. PHS Registration	46
<b>9. ADDITIONS TO AGENDA</b>	
<b>10. FUTURE MEETING(s) INFORMATION</b>	
Community Education Advisory Committee- Jan 28, 1:00pm	
Executive Planning- Jan 30, 4:15pm	
Finance Committee- Feb 5, 4:30pm	
Regular Board Meeting- Feb 5, 6:00pm	
<b>11. ADJOURN</b>	

### Call to Order

The regular meeting of the School Board of District #477 was called to order by Board Chair Eric Minks on the 2nd day of January 2019, at 6:28 p.m. in the District Center Board Room.

Roll Call: Members Present: Howard Vaillancourt, Eric Strandberg, Jim Tomsy, Eric Minks, Deb Ulm, Chad Young and Sue VanHooser.

Others present: Superintendent Ben Barton, Director of Business Services Michelle Czech, and Director of Human Resources Jason Senne.

Citizen Comments: None

### REPORTS

**Board committee meeting(s) and school events each Board member attended.**

Howard Vaillancourt	None
Eric Strandberg	None
Jim Tomsy	None
Eric Minks	None
Deb Ulm	None
Sue VanHooser	None
Chad Young	None

Superintendent Report: City of Princeton received grant to build a trail system to connect to existing trail. Would like to build walking path on School District's property (by PHS football fields) due to the traffic patterns in area. More information will be presented at board work session.

### APPROVE AGENDA

Motion made by Deb Ulm, seconded by Howard Vaillancourt **to approve the agenda as presented.** Motion passed unanimously.

### DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES

Motion made by Sue VanHooser seconded by Chad Young, **to approve the December 18, regular meeting minutes.** Motion passed unanimously.

### CONSENT AGENDA

Motion made by Deb Ulm, seconded by Howard Vaillancourt, **to approve the consent agenda as presented.** Personnel and Gifts. Motion passed unanimously.

**ADDITIONS TO AGENDA-** None

**ADJOURN**

Motion to adjourn the meeting was made by Sue VanHooser and seconded by Eric Minks. The meeting was adjourned at 6:38 p.m.

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Chair Eric Minks

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Clerk Sue VanHooser

Recorder- Emily McKinnon

### Call to Order and Pledge of Allegiance

The regular meeting of the School Board of District #477 was called to order by Board Chair Eric Minks on the **2nd day of January 2019, at 6:00 p.m.** in the District Center Board Room.

Roll Call: Members Present: Howard Vaillancourt, Eric Strandberg, Jim Tomsy, Eric Minks, Deb Ulm, Chad Young and Sue VanHooser.

Others present: Superintendent Ben Barton, Director of Business Services Michelle Czech, and Director of Human Resources Jason Senne.

Oath of Office: Jim Tomsy, Eric Minks, and Deb Ulm took the oath of office.

### APPROVE AGENDA

Motion made by Howard Vaillancourt, seconded by Chad Young **to approve the agenda as presented.** Motion passed unanimously.

### ELECT A SCHOOL BOARD CHAIR FOR 2019

Motion by Deb Ulm to nominate Eric Minks as School Board Chair. Motion passed unanimously.

### ELECT A SCHOOL BOARD VICE CHAIR

Motion made by Eric Strandberg to nominate Howard Vaillancourt as Vice Chair. Howard Vaillancourt declined the nomination. Motion made by Deb Ulm to nominate Chad Young as Vice Chair. Motion passed unanimously.

### ELECT A SCHOOL BOARD CLERK

Motion made by Eric Minks to nominate Sue VanHooser as Board Clerk. Motion passed unanimously.

### ELECT A SCHOOL BOARD ACTING CLERK

Motion made by Sue VanHooser to nominate Howard Vaillancourt as Acting Board Clerk. Motion passed unanimously.

### ELECT A SCHOOL BOARD TREASURER

Motion made by Howard Vaillancourt to nominate Deb Ulm as Board Treasurer. Motion passed unanimously.

### BOARD COMPENSATION

Motion made by Chad Young, seconded by Howard Vaillancourt to accept board compensation as presented.

Discussion: Eric Minks proposed an increase in per diem for committee members.

Discussion was tabled for next Finance Meeting.

### **BOARD SCHEDULE**

Motion made by Deb Ulm, seconded by Chad Young to accept proposed board schedule. Discussion: Board would like to add additional meeting in November and is tentatively scheduled for Wednesday, November 6. Motion passed unanimously.

### **DESIGNATE OFFICIAL DEPOSITORY FOR SCHOOL DISTRICT FUNDS AND INVESTMENTS FOR 2019**

Motion by Deb Ulm, seconded by Howard Vaillancourt to designate Bremer Bank; First Bank and Trust; Wells Fargo Bank; Minnesota School District Liquid Asset Fund; Citigroup; PMA Securities/MnTrust; Sherburne State Bank; The PFM Group; Edward Jones and Spire Financial as official depositories. Motion passed unanimously.

### **DESIGNATE OFFICIAL SCHOOL DISTRICT PUBLICATION FOR 2019**

Motion made by Howard Vaillancourt, seconded by Eric Strandberg to designate the Union Times and [www.isd477.org](http://www.isd477.org) as our official school district publication. Motion passed unanimously.

### **DESIGNATE BOND COUNCIL FOR 2019**

Motion made by Chad Young, seconded by Sue VanHooser to accept Knutson, Flynn & Deans for Bond Counsel. Motion passed unanimously.

### **DESIGNATE ATTORNEY FOR 2019**

Motion made by Deb Ulm, seconded by Jim Tomsy to accept Rupp, Anderson, Squires, & Waldspurger for district attorney. Motion passed unanimously.

### **SCHOOL DISTRICT FUNDS**

Motion made by Howard Vaillancourt, seconded by Eric Minks authorize the Director of Business Services and/or Designee to make short-term investments, deposits, transfers, and withdrawals from savings via wire transfers to other financial institutions, to make electronic fund transfers, and to sign stop-payments in accordance with existing Minnesota Statutes 123B.14, subdivision 1. Motion passed unanimously.

### **LEASE, PURCHASE AND CONTRACT FOR GOODS AND SERVICES**

Motion made by Eric Strandberg, seconded by Jim Tomsy to authorize the Superintendent and Director of Business Services to lease, purchase, and contract for goods and services within the general budget categories pursuant to Minnesota Statute 123B.52, subdivision 2. Motion passed unanimously.

### **FACSIMILE SIGNATURES**

Motion made by Chad Young, seconded by Sue VanHooser, to authorize the Director of Business Services to use facsimile signatures for all school district checks and orders and to authorize the Director of Business Services to use the 2019 facsimile signatures. Motion passed unanimously.

**COMBINED POLLING PLACES**

Motion made by Deb Ulm, seconded by Howard Vaillancourt, to accept the Resolution Establishing Combined Polling Places for 2019 as presented. Motion passed unanimously.

**ADJOURN**

Motion made by Deb Ulm, seconded by Eric Strandberg to adjourn the organizational meeting. Motion passed unanimously. Meeting was adjourned at 6:27 p.m.

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Chair Eric Minks

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Clerk Sue VanHooser

Recorder: Emily McKinnon

1.15.19

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
New Hire	Gertken	Brett	HS	HS Auto & Woods Teacher	Individual	Darrien Meixell	1.11.19-5.31.19	\$16,738.60

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
Resignation	Wills	Patty	PS	Playground Para	Paras		12.18.18	
Resignation	Gustin	Mary Jo	PS	Playground Para	Paras		1.9.19	

**Princeton Public Schools #477**  
**Detail Payment Register By Check No.**  
**Fund Summary**

<b>Fund</b>	<b>Description</b>	<b>Total</b>
01	General Fund	\$995,446.74
02	Food Service	\$58,524.63
04	Community Service	\$16,748.07
10	Student Activities	\$27,207.16
<b>Report Total</b>		<b>\$1,097,926.60</b>

## Princeton Public Schools #477

### Check Register by Bank and Check Number

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477	001	78464	171147	Check	1	14012		MESSERLI & KRAMER	Yes	Yes	No	USD	12/14/2018	375.78
		78465	171148	Check	1	14756		SOURCEWELL	Yes	Yes	No	USD	12/14/2018	273,969.69
		78508	171149	Check	1	4545		AUTO VALUE PRINCETON	Yes	Yes	No	USD	12/14/2018	67.92
		78494	171150	Check	1	15913		BAYFIELD FRUIT COMPANY	Yes	Yes	No	USD	12/14/2018	700.00
		78483	171151	Check	1	15048		BERNING WILLIAM	Yes	Yes	No	USD	12/14/2018	126.00
		78484	171152	Check	1	1511		BRAND MANUFACTURING	Yes	Yes	No	USD	12/14/2018	32.50
		78467	171153	Check	1	10584		CARD SERVICES	Yes	Yes	No	USD	12/14/2018	1,403.79
		78492	171154	Check	1	15834		CASE BRADLEY	Yes	Yes	No	USD	12/14/2018	126.00
		78489	171155	Check	1	15699	1	CULINEX	Yes	Yes	No	USD	12/14/2018	49.99
		78477	171156	Check	1	14103		CULLIGAN BOTTLED WATER	Yes	Yes	No	USD	12/14/2018	28.23
		78487	171157	Check	1	15504		DAHL DENIS	Yes	Yes	No	USD	12/14/2018	114.00
		78469	171158	Check	1	11656		DEAN FOODS NORTH CENTRAL	Yes	Yes	No	USD	12/14/2018	4,110.85
		78500	171159	Check	1	16216		DREXLER DAVID	Yes	Yes	No	USD	12/14/2018	114.00
		78503	171160	Check	1	2278		ECOWATER SYSTEMS	Yes	Yes	No	USD	12/14/2018	23.00
		78486	171161	Check	1	15318		EKON-O-PAC	Yes	Yes	No	USD	12/14/2018	459.00
		78468	171162	Check	1	11413		ESPERUM MICHELE	Yes	Yes	No	USD	12/14/2018	14.55
		78495	171163	Check	1	16035		GAVIC MARK	Yes	No	No	USD	12/14/2018	114.00
		78466	171164	Check	1	10503	3	GTM SPORTSWEAR	Yes	Yes	No	USD	12/14/2018	3,392.40
		78497	171165	Check	1	16137		HEBZYNSKI JENNIFER	Yes	Yes	No	USD	12/14/2018	19.70
		78501	171166	Check	1	16220		HECK DANIEL	Yes	Yes	No	USD	12/14/2018	600.00
		78491	171167	Check	1	15826		HEIDEBRINK ZACHARY	Yes	Yes	No	USD	12/14/2018	80.00
		78488	171168	Check	1	15533		HERITAGE EMBROIDERY & DESIGN	Yes	Yes	No	USD	12/14/2018	1,633.00
		78496	171169	Check	1	16065		I.S.D. #473	Yes	Yes	No	USD	12/14/2018	1,381.19
		78504	171170	Check	1	3283		I.S.D. #885	Yes	No	No	USD	12/14/2018	180.00
		78470	171171	Check	1	12063	1	ITW REFRIGERATION	Yes	Yes	No	USD	12/14/2018	232.54
		78515	171172	Check	1	7933		JESSEN CHRIS	Yes	Yes	No	USD	12/14/2018	401.00
		78490	171173	Check	1	15797		KARTAK JACKIE	Yes	Yes	No	USD	12/14/2018	84.00
		78513	171174	Check	1	7064		LARKIN PETER J.	Yes	Yes	No	USD	12/14/2018	114.00
		78482	171175	Check	1	15000		LEY ZACH	Yes	Yes	No	USD	12/14/2018	126.00
		78514	171176	Check	1	7475		M.B.S.A.	Yes	Yes	No	USD	12/14/2018	75.00
		78516	171177	Check	1	7979		McLEAN JON W.	Yes	Yes	No	USD	12/14/2018	114.00
		78505	171178	Check	1	4136		MENARDS	Yes	Yes	No	USD	12/14/2018	313.50
		78506	171179	Check	1	4245		MILLE LACS CO AUDITOR/TREAS.	Yes	Yes	No	USD	12/14/2018	691.50
		78507	171180	Check	1	4349	3	MN DEPARTMENT OF HEALTH	Yes	Yes	No	USD	12/14/2018	3,155.00
		78517	171181	Check	1	7980		NORBY ERICK	Yes	No	No	USD	12/14/2018	114.00
		78518	171182	Check	1	8655		OEFFLING SCOTT	Yes	Yes	No	USD	12/14/2018	149.00
		78478	171183	Check	1	14104		OLSON JARED	Yes	Yes	No	USD	12/14/2018	126.00
		78520	171184	Check	1	9608		O'NEILL MARY KAY	Yes	Yes	No	USD	12/14/2018	200.00
		78473	171185	Check	1	13355	1	PALMER BUS SERVICE, INC.	Yes	Yes	No	USD	12/14/2018	95,424.00
		78509	171186	Check	1	4868	1	PAN-O-GOLD BAKING CO.	Yes	Yes	No	USD	12/14/2018	2,340.60
		78502	171187	Check	1	1693		PETTY CASH-MARGARET DEGLMAN	Yes	Yes	No	USD	12/14/2018	106.20

**Princeton Public Schools #477**  
**Check Register by Bank and Check Number**

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477		001	78510	171188	Check	1	5040		PIZZA BARN	Yes	Yes	No	USD	12/14/2018	28.00
			78481	171189	Check	1	14818	2	PKS-PROFESSIONAL KARATE STUD	Yes	Yes	No	USD	12/14/2018	163.20
			78475	171190	Check	1	13870		R&D SALES, INC.	Yes	Yes	No	USD	12/14/2018	1,062.00
			78511	171191	Check	1	5305		RESOURCE TRAINING & SOLUTIONS	Yes	Yes	No	USD	12/14/2018	150.00
			78521	171192	Check	1	9802		REVENIG GARY	Yes	Yes	No	USD	12/14/2018	114.00
			78493	171193	Check	1	15903		SCHARDIN ANTHONY	Yes	Yes	No	USD	12/14/2018	114.00
			78499	171194	Check	1	16205		SELIN JILL	Yes	Yes	No	USD	12/14/2018	50.00
			78512	171195	Check	1	5668		SHERBURNE COUNTY TREASURER	Yes	Yes	No	USD	12/14/2018	95.62
			78519	171196	Check	1	9494	1	SNA	Yes	Yes	No	USD	12/14/2018	22.00
			78474	171197	Check	1	13481	1	SUMMIT FIRE PROTECTION	Yes	Yes	No	USD	12/14/2018	2,300.00
			78498	171198	Check	1	16188		SYNTHETIC SURFACES, INC.	Yes	Yes	No	USD	12/14/2018	2,262.84
			78480	171199	Check	1	14477		TEACHERS ON CALL	Yes	Yes	No	USD	12/14/2018	14,849.41
			78479	171200	Check	1	14333		UPPER LAKES FOODS, INC.	Yes	Yes	No	USD	12/14/2018	12,146.92
			78476	171201	Check	1	13908		VERIZON WIRELESS	Yes	Yes	No	USD	12/14/2018	320.16
			78485	171202	Check	1	15293		VISUAL EDGE INC.	Yes	Yes	No	USD	12/14/2018	1,794.92
			78472	171203	Check	1	13262	1	WALMART COMMUNITY/GECRB	Yes	Yes	No	USD	12/14/2018	1,560.94
			78471	171204	Check	1	12558		WINTER PATRICK	Yes	Yes	No	USD	12/14/2018	114.00
			78523	171205	Check	1	15840		POSTMASTER - MADELIA MN	Yes	Yes	No	USD	12/17/2018	1,592.52
			78533	171206	Check	1	5107		PRINCETON AUTO CENTER	Yes	Yes	No	USD	12/19/2018	38,761.20
			78534	171207	Check	1	14758		DELTA DENTAL OF MINNESOTA	Yes	Yes	No	USD	12/19/2018	21,702.48
			78573	171208	Check	1	7706	3	AMAZON.COM	Yes	Yes	No	USD	12/21/2018	5,828.08
			78538	171209	Check	1	1137		AMERIPRIDE SERVICES INC.	Yes	Yes	No	USD	12/21/2018	1,420.14
			78553	171210	Check	1	16218		AMY WHITE MOUNTAIN	Yes	No	No	USD	12/21/2018	6.00
			78540	171211	Check	1	1259	1	AUDIO COMMUNICATIONS	Yes	Yes	No	USD	12/21/2018	1,032.60
			78566	171212	Check	1	4545		AUTO VALUE PRINCETON	Yes	Yes	No	USD	12/21/2018	84.94
			78552	171213	Check	1	15913		BAYFIELD FRUIT COMPANY	Yes	Yes	No	USD	12/21/2018	700.00
			78558	171214	Check	1	1840		C.M.E.R.D.C.	Yes	Yes	No	USD	12/21/2018	579.63
			78564	171215	Check	1	4290		CENTERPOINT ENERGY	Yes	Yes	No	USD	12/21/2018	37.49
			78574	171216	Check	1	8001		CHILDERS DAVE	Yes	No	No	USD	12/21/2018	80.00
			78557	171217	Check	1	1770		CHISAGO LAKES HIGH SCHOOL	Yes	No	No	USD	12/21/2018	100.00
			78550	171218	Check	1	15443		DEPATTO DONOVAN	Yes	Yes	No	USD	12/21/2018	150.00
			78559	171219	Check	1	2265		ECKROTH MUSIC CO.	Yes	Yes	No	USD	12/21/2018	125.00
			78560	171220	Check	1	2270		ECM PUBLISHERS INC.	Yes	Yes	No	USD	12/21/2018	135.00
			78561	171221	Check	1	2353		ELECTRIC MOTOR SERVICE INC	Yes	Yes	No	USD	12/21/2018	353.74
			78562	171222	Check	1	2955		HANDYMAN'S INC.	Yes	Yes	No	USD	12/21/2018	164.59
			78551	171223	Check	1	15474		HOFFMAN RYAN	Yes	No	No	USD	12/21/2018	149.00
			78577	171224	Check	1	9395		HORNING HANS	Yes	No	No	USD	12/21/2018	200.00
			78555	171225	Check	1	16227		LAURENCE DIANE	Yes	No	No	USD	12/21/2018	700.00
			78572	171226	Check	1	7475		M.B.S.A.	Yes	Yes	No	USD	12/21/2018	150.00
			78548	171227	Check	1	14991		MEED TREVOR	Yes	Yes	No	USD	12/21/2018	126.00
			78575	171228	Check	1	8388	1	METRO SALES INC	Yes	Yes	No	USD	12/21/2018	1,505.78

## Princeton Public Schools #477 Check Register by Bank and Check Number

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477		001	78542	171229	Check	1	13051		MICEK NICK	Yes	Yes	No	USD	12/21/2018	126.00
			78576	171230	Check	1	8514		MID MN DAMAGE PREVENTION	Yes	Yes	No	USD	12/21/2018	297.00
			78541	171231	Check	1	12957	1	MIDCONTINENT COMMUNICATIONS	Yes	Yes	No	USD	12/21/2018	225.81
			78563	171232	Check	1	4222		MILACA BUILDING CENTER	Yes	Yes	No	USD	12/21/2018	545.12
			78539	171233	Check	1	11477		MINUTEMAN PRESS	Yes	Yes	No	USD	12/21/2018	740.23
			78565	171234	Check	1	4349		MN DEPARTMENT OF HEALTH	Yes	Yes	No	USD	12/21/2018	95.00
			78554	171235	Check	1	16226		MN PREMIER PUBLICATIONS, INC.	Yes	No	No	USD	12/21/2018	13.00
			78543	171236	Check	1	13355	1	PALMER BUS SERVICE, INC.	Yes	No	No	USD	12/21/2018	20,291.88
			78556	171237	Check	1	1693		PETTY CASH-MARGARET DEGLMAN	Yes	Yes	No	USD	12/21/2018	231.50
			78567	171238	Check	1	5040		PIZZA BARN	Yes	Yes	No	USD	12/21/2018	1,138.21
			78571	171239	Check	1	7015		PRINCETON HEALTH & FITNESS	Yes	Yes	No	USD	12/21/2018	79.99
			78545	171240	Check	1	13559		RUPP, ANDERSON, SQUIRES & WALI	Yes	Yes	No	USD	12/21/2018	5,191.88
			78568	171241	Check	1	5571		SCHOLASTIC MAGAZINES	Yes	Yes	No	USD	12/21/2018	208.78
			78544	171242	Check	1	13473		SCHWAN CUP HS	Yes	Yes	No	USD	12/21/2018	800.00
			78537	171243	Check	1	11189	2	SCSCC	Yes	No	No	USD	12/21/2018	36.00
			78549	171244	Check	1	15386		SELL GARY JR	Yes	No	No	USD	12/21/2018	149.00
			78570	171245	Check	1	6997		SETRUM GARY	Yes	No	No	USD	12/21/2018	126.00
			78546	171246	Check	1	14477		TEACHERS ON CALL	Yes	Yes	No	USD	12/21/2018	15,688.32
			78547	171247	Check	1	14868		U.S. BANK EQUIPMENT FINANCE	Yes	Yes	No	USD	12/21/2018	190.24
			78569	171248	Check	1	6505		WEST MUSIC COMPANY	Yes	No	No	USD	12/21/2018	149.50
			78578	171249	Check	1	14820		NATIONAL INSURANCE SERVICES of	Yes	No	No	USD	12/26/2018	8,290.52
			78590	171250	Check	1	4593		EDUCATION MINNESOTA	Yes	No	No	USD	12/31/2018	935.46
			78587	171251	Check	1	3177		HORACE MANN LIFE INS. CO.	Yes	No	No	USD	12/31/2018	120.54
			78586	171252	Check	1	14012		MESSERLI & KRAMER	Yes	No	No	USD	12/31/2018	628.51
			78588	171253	Check	1	4332		MN BENEFIT ASSN	Yes	No	No	USD	12/31/2018	182.18
			78589	171254	Check	1	4584	3	NCPERS GROUP LIFE INS.	Yes	No	No	USD	12/31/2018	64.00
			78591	171255	Check	1	4936		PEA DUES ACCT.	Yes	No	No	USD	12/31/2018	19,493.58
			78592	171256	Check	1	5121		PRINCETON CUSTODIANS	Yes	No	No	USD	12/31/2018	1,470.82
			78593	171257	Check	1	5126		PRINCETON PARAPROFESSIONALS	Yes	No	No	USD	12/31/2018	2,751.53
			78594	171258	Check	1	5587		SEIU LOCAL 284	Yes	No	No	USD	12/31/2018	947.54
			78607	171259	Check	1	16230		ANDERSON MELISSA	Yes	No	No	USD	12/28/2018	132.00
			78599	171260	Check	1	13099		ASL INTERPRETING SERVICES, INC.	Yes	No	No	USD	12/28/2018	2,960.00
			78600	171261	Check	1	14035		BEEHLER KEVIN	Yes	Yes	No	USD	12/28/2018	155.00
			78596	171262	Check	1	10748		BLACK JIM	Yes	No	No	USD	12/28/2018	126.00
			78604	171263	Check	1	16204		BRAEGELMANN JAKE	Yes	No	No	USD	12/28/2018	126.00
			78605	171264	Check	1	16225		BRILLIANT BUSINESS SUPPORT, LLC	Yes	No	No	USD	12/28/2018	262.36
			78609	171265	Check	1	16232		CORBETT PHIL	Yes	No	No	USD	12/28/2018	220.00
			78597	171266	Check	1	11656		DEAN FOODS NORTH CENTRAL	Yes	Yes	No	USD	12/28/2018	2,009.06
			78601	171267	Check	1	14071		DEHNICKE ADAM	Yes	No	No	USD	12/28/2018	114.00
			78611	171268	Check	1	3140		HOFMAN OIL CO. INC.	Yes	No	No	USD	12/28/2018	734.62
			78617	171269	Check	1	8633		KOESTER BARBARA L	Yes	No	No	USD	12/28/2018	85.00

## Princeton Public Schools #477 Check Register by Bank and Check Number

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477	001	78616	171270	Check	1	8027		KRITZ KEVIN	Yes	No	No	USD	12/28/2018	126.00
		78615	171271	Check	1	7475		M.B.S.A.	Yes	No	No	USD	12/28/2018	75.00
		78613	171272	Check	1	4469	8	M.S.C.A.	Yes	No	No	USD	12/28/2018	60.00
		78612	171273	Check	1	4028		MARV'S TRUE VALUE	Yes	Yes	No	USD	12/28/2018	1,736.06
		78606	171274	Check	1	16229		MEYER SARAH	Yes	No	No	USD	12/28/2018	132.00
		78610	171275	Check	1	16233		NORDLIE PETER	Yes	No	No	USD	12/28/2018	200.00
		78614	171276	Check	1	5128		PRINCETON EVANG. FREE CHUR	Yes	No	No	USD	12/28/2018	75.00
		78608	171277	Check	1	16231		SANOSKI BRIANNA	Yes	No	No	USD	12/28/2018	132.00
		78602	171278	Check	1	14477		TEACHERS ON CALL	Yes	No	No	USD	12/28/2018	19,060.13
		78603	171279	Check	1	14576		THOMPSON EARLIHUE JR.	Yes	No	No	USD	12/28/2018	114.00
		78598	171280	Check	1	12558		WINTER PATRICK	Yes	Yes	No	USD	12/28/2018	114.00
		78618	171281	Check	1	16235		ALEMAYEHU LOUIS D	Yes	No	No	USD	01/02/2019	400.00
		78620	171282	Check	1	10795	1	ACE SOLID WASTE, INC	Yes	No	No	USD	01/04/2019	4,244.93
		78635	171283	Check	1	15082		ALICE TRAINING INSTITUTE	Yes	No	No	USD	01/04/2019	2,975.00
		78623	171284	Check	1	1259	1	AUDIO COMMUNICATIONS	Yes	No	No	USD	01/04/2019	155.60
		78653	171285	Check	1	4545		AUTO VALUE PRINCETON	Yes	No	No	USD	01/04/2019	20.44
		78652	171286	Check	1	4290		CENTERPOINT ENERGY	Yes	No	No	USD	01/04/2019	12,515.37
		78642	171287	Check	1	15884		CHISAGO LAKES COMMUNITY EDUC	Yes	No	No	USD	01/04/2019	670.00
		78622	171288	Check	1	11656		DEAN FOODS NORTH CENTRAL	Yes	No	No	USD	01/04/2019	1,724.54
		78645	171289	Check	1	16221	1	DOUBLE GOOD, LLC	Yes	No	No	USD	01/04/2019	167.00
		78647	171290	Check	1	2265		ECKROTH MUSIC CO.	Yes	No	No	USD	01/04/2019	116.56
		78636	171291	Check	1	15192		EMPLOYEE BENEFITS CORPORATIC	Yes	No	No	USD	01/04/2019	240.80
		78640	171292	Check	1	15877		FARIBAULT FALCON ARCHERS INC	Yes	No	No	USD	01/04/2019	680.00
		78648	171293	Check	1	2554	1	FLAGHOUSE INC.	Yes	No	No	USD	01/04/2019	66.50
		78646	171294	Check	1	16234		FOLEY FALCONS ARCHERY	Yes	No	No	USD	01/04/2019	680.00
		78628	171295	Check	1	14159	1	FOLLETT SCHOOL SOLUTIONS, INC.	Yes	No	No	USD	01/04/2019	486.92
		78649	171296	Check	1	3058	3	HEINEMANN	Yes	No	No	USD	01/04/2019	467.50
		78641	171297	Check	1	15878	1	I.S.D. #832 WASHINGTON COUNTY	Yes	No	No	USD	01/04/2019	690.00
		78650	171298	Check	1	3285	2	I.S.D. #912 COMMUNITY ED	Yes	No	No	USD	01/04/2019	1,518.00
		78657	171299	Check	1	6998		LEVIN AARON	Yes	No	No	USD	01/04/2019	126.00
		78634	171300	Check	1	15000		LEY ZACH	Yes	No	No	USD	01/04/2019	126.00
		78627	171301	Check	1	14006		LINQUIST BRANDON	Yes	No	No	USD	01/04/2019	126.00
		78659	171302	Check	1	9475		LUCARELLI MARIO	Yes	No	No	USD	01/04/2019	126.00
		78638	171303	Check	1	15480		MANRIQUES FRANKIE	Yes	No	No	USD	01/04/2019	100.00
		78651	171304	Check	1	4136		MENARDS	Yes	No	No	USD	01/04/2019	184.67
		78658	171305	Check	1	8388	1	METRO SALES INC	Yes	No	No	USD	01/04/2019	339.79
		78624	171306	Check	1	12957	1	MIDCONTINENT COMMUNICATIONS	Yes	No	No	USD	01/04/2019	164.71
		78621	171307	Check	1	11477		MINUTEMAN PRESS	Yes	No	No	USD	01/04/2019	25.00
		78639	171308	Check	1	15876		NEW PRAGUE ARCHERY CLUB	Yes	No	No	USD	01/04/2019	660.00
		78625	171309	Check	1	13355	1	PALMER BUS SERVICE, INC.	Yes	No	No	USD	01/04/2019	98,981.02
		78654	171310	Check	1	5159		PRINCETON YOUTH HOCKEY ASSN	Yes	No	No	USD	01/04/2019	36,050.00

Princeton Public Schools #477  
 Check Register by Bank and Check Number

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print Recon	Void	Currency	Pmt/Void	Amount
0477	001	78631	171311	Check	1	14515	1	REASONER MICHAEL	Yes	No	USD	252.00	252.00
		78656	171312	Check	1	6317	1	RESERVE ACCOUNT	Yes	No	USD	2,000.00	2,000.00
		78655	171313	Check	1	5305	1	RESOURCE TRAINING & SOLUTIONS	Yes	No	USD	571.00	571.00
		78629	171314	Check	1	14420	1	ROBOTICS EDUCATION & COMPETI	Yes	No	USD	625.00	625.00
		78637	171315	Check	1	15386	1	SELL GARY JR	Yes	No	USD	126.00	126.00
		78643	171316	Check	1	15901	1	SHEPHERD MORGAN	Yes	No	USD	126.00	126.00
		78633	171317	Check	1	14950	1	SPRUNK ENTERTAINMENT SERVICE	Yes	No	USD	425.00	425.00
		78630	171318	Check	1	14477	1	TEACHERS ON CALL	Yes	No	USD	15,668.01	15,668.01
		78626	171319	Check	1	13389	1	THE MCDOWELL AGENCY, INC.	Yes	No	USD	338.50	338.50
		78632	171320	Check	1	14868	1	U.S. BANK EQUIPMENT FINANCE	Yes	No	USD	395.54	395.54
		78644	171321	Check	1	16192	1	WEBER BRADLEY	Yes	No	USD	126.00	126.00
		78675	171322	Check	1	15082	1	ALICE TRAINING INSTITUTE	Yes	No	USD	1,190.00	1,190.00
		78671	171323	Check	1	14588	1	ALL VOLLEYBALL	Yes	No	USD	1,352.70	1,352.70
		78662	171324	Check	1	12321	1	APEC	Yes	No	USD	155.44	155.44
		78680	171325	Check	1	15890	1	ART OF PROBLEM SOLVING	Yes	No	USD	1,413.70	1,413.70
		78664	171326	Check	1	13099	1	ASL INTERPRETING SERVICES, INC.	Yes	No	USD	3,330.00	3,330.00
		78677	171327	Check	1	15244	1	AUL	Yes	No	USD	285.00	285.00
		78663	171328	Check	1	1276	1	B & H PHOTO-VIDEO	Yes	No	USD	599.00	599.00
		78660	171329	Check	1	10364	1	BORDER STATES ELECTRIC SUPPLY	Yes	No	USD	379.60	379.60
		78672	171330	Check	1	14819	2	BSN SPORTS	Yes	No	USD	256.00	256.00
		78681	171331	Check	1	16209	1	BULBS.COM	Yes	No	USD	1,095.48	1,095.48
		78682	171332	Check	1	1840	1	C.M.E.R.D.C.	Yes	No	USD	103.60	103.60
		78688	171333	Check	1	3954	4	CDW-G INC	Yes	No	USD	1,159.27	1,159.27
		78679	171334	Check	1	15699	1	CULINEX	Yes	No	USD	4,276.21	4,276.21
		78666	171335	Check	1	13599	1	DARRYL WALEZKO LLC	Yes	No	USD	10,090.00	10,090.00
		78683	171336	Check	1	2265	1	ECKROTH MUSIC CO.	Yes	No	USD	143.48	143.48
		78684	171337	Check	1	2331	1	EGAN COMPANY	Yes	No	USD	1,596.20	1,596.20
		78685	171338	Check	1	2557	1	FLINN SCIENTIFIC INC.	Yes	No	USD	65.75	65.75
		78669	171339	Check	1	14159	1	FOLLETT SCHOOL SOLUTIONS, INC.	Yes	No	USD	263.23	263.23
		78700	171340	Check	1	6645	1	GRAINGER	Yes	No	USD	123.90	123.90
		78667	171341	Check	1	13869	1	GRANT ASSIST CONSULTING	Yes	No	USD	355.00	355.00
		78686	171342	Check	1	2955	1	HANDYMAN'S INC.	Yes	No	USD	1,077.78	1,077.78
		78661	171343	Check	1	10909	3	INNOVATIVE OFFICE SOLUTIONS, LT	Yes	No	USD	381.48	381.48
		78687	171344	Check	1	3623	1	KOEHLER & DRAMM INC.	Yes	No	USD	1,299.20	1,299.20
		78703	171345	Check	1	9166	1	MCKENZIE	Yes	No	USD	37.49	37.49
		78673	171346	Check	1	14862	1	MERIDIAN CONSULTING GROUP, LLL	Yes	No	USD	1,800.00	1,800.00
		78701	171347	Check	1	8388	1	METRO SALES INC	Yes	No	USD	1,226.74	1,226.74
		78689	171348	Check	1	4292	1	MINNTEX	Yes	No	USD	6,026.00	6,026.00
		78702	171349	Check	1	8753	2	NATIONAL PEN	Yes	No	USD	266.80	266.80
		78676	171350	Check	1	15148	1	OFFISOURCE, INC	Yes	No	USD	170.00	170.00
		78690	171351	Check	1	4827	4	ORIENTAL TRADING CO. INC.	Yes	No	USD	183.89	183.89

## Princeton Public Schools #477 Check Register by Bank and Check Number

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477		001	78665	171352	Check	1	13355	1	PALMER BUS SERVICE, INC.	Yes	No	No	USD	01/15/2019	168,721.00
			78678	171353	Check	1	15566		PC PARTS PLUS, LLC	Yes	No	No	USD	01/15/2019	2,051.95
			78691	171354	Check	1	4962		PERMA-BOUND	Yes	No	No	USD	01/15/2019	1,524.25
			78692	171355	Check	1	5118		PRINCETON CHAMBER OF COMMER	Yes	No	No	USD	01/15/2019	500.00
			78693	171356	Check	1	5127		PRINCETON ELECTRIC	Yes	No	No	USD	01/15/2019	3,018.49
			78694	171357	Check	1	5194		PRINCETON PUBLIC UTILITIES	Yes	No	No	USD	01/15/2019	58,169.23
			78695	171358	Check	1	5214	1	QUILL CORPORATION	Yes	No	No	USD	01/15/2019	182.91
			78696	171359	Check	1	5593	5	SCHOOL SPECIALTY INC.	Yes	No	No	USD	01/15/2019	311.40
			78697	171360	Check	1	5668		SHERBURNE COUNTY TREASURER	Yes	No	No	USD	01/15/2019	813.27
			78668	171361	Check	1	14062		STEEL SALES CORP.	Yes	No	No	USD	01/15/2019	1,986.24
			78698	171362	Check	1	6142	2	TIERNEY BROS.	Yes	No	No	USD	01/15/2019	888.00
			78699	171363	Check	1	6231		TRIO SUPPLY COMPANY	Yes	No	No	USD	01/15/2019	1,402.81
			78674	171364	Check	1	14868		U.S. BANK EQUIPMENT FINANCE	Yes	No	No	USD	01/15/2019	1,075.00
			78670	171365	Check	1	14333		UPPER LAKES FOODS, INC.	Yes	No	No	USD	01/15/2019	15,427.21
Bank Total: 001														<b>\$1,097,926.60</b>	
Report Total:														<b>\$1,097,926.60</b>	

**PRINCETON PUBLIC SCHOOLS  
TREASURER'S REPORT  
MONTHLY CASH FLOW REPORT FOR DECEMBER 2018**

<b>FUND</b>	<b>BEGINNING BALANCE</b>	<b>MONTHLY RECEIPTS</b>	<b>MONTHLY DISBURSEMENTS</b>	<b>JOURNAL ENTRIES</b>	<b>ENDING BALANCE</b>
<b>01 General</b>	11,665,092.13	2,526,913.82	2,930,118.57	(1,828.32)	11,261,887.38
<b>02 Food Service</b>	513,540.96	168,955.82	170,904.55	(1,582.91)	511,592.23
<b>04 Community Service</b>	473,399.73	127,154.95	112,770.17	(1,391.93)	487,784.51
<b>07 Debt Service</b>	2,977,060.20	632,874.39	0.00	0.00	3,609,934.59
<b>10 Activities</b>	162,811.44	33,816.62	24,121.88	(1,428.99)	172,506.18
<b>TOTAL</b>	15,791,904.46	3,489,715.60	3,237,915.17		16,043,704.89

**Bank Accounts**

<b>AP/PR Account (Bremer)</b>	<b>354,845.57</b>
<b>MSDLAF+</b>	<b>3,973,889.05</b>
<b>Investments (Fd01)</b>	<b><u>11,938,330.60</u></b>
	<b>16,267,065.22</b>
<b>O/S Accts Pay Checks</b>	<b>(118,247.87)</b>
<b>O/S Payroll Checks</b>	<b>(13,025.18)</b>
<b>O/S Wires</b>	<b>(95,320.78)</b>
<b>NSF Checks</b>	<b><u>3,233.50</u></b>
<b>TOTAL</b>	<b>16,043,704.89</b>

# Princeton Public Schools - ISD #477

## Wire Transfer Report

January 15, 2019

<u>Date:</u>	<u>Amount:</u>	<u>Description:</u>
12/14/2018	\$ 619,756.04	ACH File Transfer
12/14/2018	\$ 205,477.56	Federal Tax Wire Transfer
12/14/2018	\$ 35,307.40	State Tax Wire Transfer
12/14/2018	\$ 14,044.70	Select Account HSA
12/14/2018	\$ 101,918.07	TRA File Transfer
12/14/2018	\$ 37,985.94	PERA File Transfer
12/14/2018	\$ 241.50	MN Child Support File Transfer
12/14/2018	\$ 49,789.55	TSA File Transfer
12/31/2018	\$ 594,286.00	ACH File Transfer
12/31/2018	\$ 196,237.73	Federal Tax Wire Transfer
12/31/2018	\$ 33,355.18	State Tax Wire Transfer
12/31/2018	\$ 12,556.63	Select Account H S A
12/31/2018	\$ 99,111.68	TRA File Transfer
12/31/2018	\$ 64,732.90	PERA File Transfer
12/31/2018	\$ 241.50	MN Child Support File Transfer
12/31/2018	\$ 49,444.15	TSA File Transfer
1/5/2019	\$ 13,997.40	BMO Harris Bank - (Pcards)
1/7/2019	\$ 364.00	MN Revenue - (Sales tax)
12/6/2018	\$ 1,601.71	Further
12/13/2018	\$ 1,193.06	Further
12/20/2018	\$ 1,885.06	Further
12/20/2018	\$ 395.20	Further
12/27/2018	\$ 880.83	Further
	\$	
<b>TOTAL</b>	<b>\$ 2,134,803.79</b>	

COPY

PRINCETON PUBLIC SCHOOLS  
**ACCEPTANCE OF GIFTS FORM**

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Knights of Columbus

Description of gift: Check # 3215, \$50.00

Pre-Condition, Condition, or Limitation on use:

Mrs. Blomberg's 6<sup>th</sup> gr. math students.

How this gift specifically relates to the program or school:

will provide funds for our 6<sup>th</sup> gr. math classroom activities.

Budget - 10-310-298-202-000-099 Student Activity Budget.

This gift meets all requirements of Policy 706

Accepted  Not Accepted

Paul H. Vra  
Principal or Director

Date: 1/4/19

Accepted  Not Accepted

[Signature]  
Superintendent

Date: 1/9/19

Accepted  Not Accepted

School Board Chairperson

Date: \_\_\_\_\_

Code Assigned: \_\_\_\_\_ Program Name \_\_\_\_\_

Routing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: May 14, 2013

PRINCETON PUBLIC SCHOOLS  
**ACCEPTANCE OF GIFTS FORM**

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Princeton Twice New Clothing and Treasures

Description of gift: Please see attached.

Pre-Condition, Condition, or Limitation on use: Please see attached.

How this gift specifically relates to the program or school: Please see attached

This gift meets all requirements of Policy 706

Accepted  Not Accepted Charles Moe Staff Name  
Paul M... Date: 12-20-18  
Principal or Director

Accepted  Not Accepted [Signature] Date: 1/3/17  
Superintendent

Accepted  Not Accepted \_\_\_\_\_ Date: \_\_\_\_\_  
School Board Chairperson

Code Assigned: \_\_\_\_\_ Program Name \_\_\_\_\_

Routing: Principal or Director (thank you note attached)  Copy to Building

Business Services

Board Approval

Revised: October 29, 2013

**Donor Name:** Princeton Twice New Clothing and Treasures.

**Description of Gift:** \$500 check. Helen Olson of the clothing center heard that the choir was in need of money for choir stoles. School funds made it possible to purchase half the amount (10) of stoles desired to replace ones that have gone missing (20). The funds from the clothing center would make it possible for us to purchase the other half (another 10).

**How this gift specifically relates to the program or school:** The choir stoles are part of the performance uniform for the PHS Concert Choir. The additional stoles purchased with generous funds from the clothing center would make it possible to expand student membership of the ensemble if that need should arise in the future. It would also ensure that we would be able to provide replacements for any stoles that become damaged over the next few years.

FUNDRAISING APPROVAL FORM

Date of fundraiser: <u>Jan &amp; Feb.</u>		Projected profit: <u>1000</u>	Amount earned:
Group or organization proposing the fundraiser: <u>Leo Club</u>		Item(s) being sold: <u>NA</u>	
Company/organization supplying items to be sold: <u>NA General Fundraising</u>			
The money raised will be used for: <u>Sandwich Man for H.S. after school</u>			
The school board recognizes a desire and a need for fundraising to support district programs or student activities. The school board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students, and the general public.			Place a checkmark beside each box to indicate whether the criteria for fundraising are met.
Pupils may engage in raising funds, under the control of the school, for certain approved activities and for a limited number of charities, subject to the following conditions:			
		Yes	No
1.	Individual student participation is optional. Students will not be pressured to sell products or solicit funds and will not be required to meet a sales quota to participate in an activity or field trip.	X	
2.	The charity involved has been selected by the student body as one in which they wish to participate (if applicable).	✓	
3.	Addressed envelopes are available to people who prefer to donate directly rather than purchase a product.	Not required for student, except advisory	
4.	The raising of funds shall not be done during normal class time. Students will be informed that they are not to fundraise during class time.	X	
5.	Information is going home with the students to the parents explaining the district's fundraising policy.	Not done by individuals X	
6.	I have discussed this fundraiser with the administrator and have identified the purpose of the fundraiser.	X	
7.	The students participating in the fundraiser have been informed that they are representing the school, the student organization and the community in a responsible manner. All rules pertaining to student conduct and discipline extend to student fundraising activities.	X	
8.	Door-to-door sales are discouraged, but if approved, students may be allowed to sell door-to-door according to the following standards: <ul style="list-style-type: none"> <li>• K-8: Only allowed if a parent or guardian is with the student</li> <li>• 9-12: Groups of two or more students working together.</li> </ul>	NA	
I have reviewed Policy #511 Fundraising and agree to its provisions:			
Date: <u>12-17-18</u>	Teacher/Sponsor Signature: <u>Ingeri Melam</u>		
As administrator, I understand that approval of this fundraiser means that all provisions of the above policy have been complied with to my satisfaction. _____ APPROVED _____ NOT APPROVED			
Date: <u>1/2/19</u>	Administrator Signature: <u>[Signature]</u>		
Date:	Superintendent Signature: <u>[Signature]</u>		
Date:	School Board Chair Signature:		

Money deposits to Leos from Lions Club Member

FUNDRAISING APPROVAL FORM

Date of fundraiser: <u>1-20-19 - Feb.</u>		Projected profit: <u>\$ 564</u>	Amount earned:
Group or organization proposing the fundraiser: <u>VEX IQ Robotics Team</u>			Item(s) being sold: <u>none</u>
Company/organization supplying items to be sold: <u>penniestodollars.com - scratch off card with donation amounts - each card costs us \$15, \$141 profit</u>			
The money raised will be used for: <u>Registration/Travel to CREATE National tournament in IOWA</u>			
The school board recognizes a desire and a need for fundraising to support district programs or student activities. The school board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students, and the general public.			Place a checkmark beside each box to indicate whether the criteria for fundraising are met.
Pupils may engage in raising funds, under the control of the school, for certain approved activities and for a limited number of charities, subject to the following conditions:			
		Yes	No
1.	Individual student participation is optional. Students will not be pressured to sell products or solicit funds and will not be required to meet a sales quota to participate in an activity or field trip.	X	
2.	The charity involved has been selected by the student body as one in which they wish to participate (if applicable).	X	
3.	Addressed envelopes are available to people who prefer to donate directly rather than purchase a product.	X	<u>no product</u>
4.	The raising of funds shall not be done during normal class time. Students will be informed that they are not to fundraise during class time.	X	
5.	Information is going home with the students to the parents explaining the district's fundraising policy.	X	
6.	I have discussed this fundraiser with the administrator and have identified the purpose of the fundraiser.	X	
7.	The students participating in the fundraiser have been informed that they are representing the school, the student organization and the community in a responsible manner. All rules pertaining to student conduct and discipline extend to student fundraising activities.	X	
8.	Door-to-door sales are discouraged, but if approved, students may be allowed to sell door-to-door according to the following standards: • K-8: Only allowed if a parent or guardian is with the student • 9-12: Groups of two or more students working together.	X	
I have reviewed Policy #511 Fundraising and agree to its provisions:			
Date: <u>1-15-19</u>	Teacher/Sponsor Signature: <u>Brenda Baird</u>		
As administrator, I understand that approval of this fundraiser means that all provisions of the above policy have been complied with to my satisfaction. <u>X</u> APPROVED _____ NOT APPROVED			
Date: <u>1/15/19</u>	Administrator Signature: <u>[Signature]</u>		
Date: <u>1/15/19</u>	Superintendent Signature: <u>[Signature] Director of HR</u>		
Date:	School Board Chair Signature:		

FUNDRAISING APPROVAL FORM

Date of fundraiser: <i>now - Feb. 4</i>		Projected profit: <i>300-500</i>	Amount earned:	
Group or organization proposing the fundraiser: <i>MS/HS Robotics - 2 teams going to Nationals</i>			Item(s) being sold: <i>Heggies Pizza</i>	
Company/organization supplying items to be sold: <i>Heggies Pizza</i>				
The money raised will be used for: <i>registration / travel to Iowa National CREATE Competition</i>				
The school board recognizes a desire and a need for fundraising to support district programs or student activities. The school board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students, and the general public.			Place a checkmark beside each box to indicate whether the criteria for fundraising are met.	
Pupils may engage in raising funds, under the control of the school, for certain approved activities and for a limited number of charities, subject to the following conditions:				
			Yes	No
1.	Individual student participation is optional. Students will not be pressured to sell products or solicit funds and will not be required to meet a sales quota to participate in an activity or field trip.		X	
2.	The charity involved has been selected by the student body as one in which they wish to participate (if applicable).		X	
3.	Addressed envelopes are available to people who prefer to donate directly rather than purchase a product.			X - but can contact team coach
4.	The raising of funds shall not be done during normal class time. Students will be informed that they are not to fundraise during class time.		X	
5.	Information is going home with the students to the parents explaining the district's fundraising policy.		X	
6.	I have discussed this fundraiser with the administrator and have identified the purpose of the fundraiser.		X	
7.	The students participating in the fundraiser have been informed that they are representing the school, the student organization and the community in a responsible manner. All rules pertaining to student conduct and discipline extend to student fundraising activities.		X	
8.	Door-to-door sales are discouraged, but if approved, students may be allowed to sell door-to-door according to the following standards: • K-8: Only allowed if a parent or guardian is with the student • 9-12: Groups of two or more students working together.		X	
I have reviewed Policy #511 Fundraising and agree to its provisions:				
Date: <i>1-15-19</i>		Teacher/Sponsor Signature: <i>Brenda Baird / Carla Vita</i>		
As administrator, I understand that approval of this fundraiser means that all provisions of the above policy have been complied with to my satisfaction. <u>  X  </u> APPROVED <u>      </u> NOT APPROVED				
Date: <i>1/15/19</i>	Administrator Signature: <i>[Signature]</i>			
Date: <i>1/15/19</i>	Superintendent Signature: <i>[Signature]</i> Director of HS			
Date:	School Board Chair Signature:			

**1.15.19**

Should we be awarded the following grants, the Board authorizes acceptance of funds.

Date Submitted	Grant Name	School	Applicant	Approx Funds
1.11.19	Century Link C.M. Williams Foundation Tech Grant	HS	Sara Clemons	\$5,000.00
1.11.19	Century Link Teachers & Technology	IS	Erin Franson	\$5,000.00



**January 15, 2019**

Princeton High School  
Activities Board Report

# What's New?

**Twitter:** @PHSTigersMN

**YouTube:** PHSTigersMN Broadcasting (select home events)

**Clubs:** Photography, Yoga, Beyblade, Fortnite

**M8 Conference Change:** Becker, Big Lake, Cambridge-Isanti, Chisago Lakes,  
26 Monticello, North Branch, Princeton, & St. Francis

**District Football:** MSHSL redistricting, placed in the East Central District: Albany, Annandale, Dassel-Cokato, Foley, Glencoe-Silver Lake, Holy Family Catholic, Litchfield, Little Falls, Milaca, New London-Spicer, Princeton, St. Cloud Cathedral, Watertown-Mayer, & Zimmerman

# Ongoing

## Year 2

- Positive Coaching Alliance (PCA)
- Certified Athletic Trainer through Fairview
- Cross Country Skiing (through CE)
- Hall of Fame
- Video Board: Advertising Sales
- Robotics

# Staffing

[PHS Activities Staff List 2018-19](#)

# Links

[PHS Activities 2018-19](#)

[2018-19 Participation Numbers](#)

# Signings

In 2017-18, we had Letter of Intent Signings for 13 student athletes to further their athletic careers at college.

So far, we have had 2!



# Twitter Pictures

Our first Tweet!



# Twitter Pictures



# Twitter Pictures



# Twitter Pictures



# ENROLLMENT GRAPHS & TABLES

#####

PRINCETON

477

Method

The selected History for Tables & Graphs was: *END OF YEAR A.D.M.*

with *4 Yr Wt N-Avg*

(16)

	Enrollment History - END-OF-YEAR ADM DATA								Enrollment Projections - END-OF-YEAR ADM DATA				
	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	
EC	24.7	28.4	30.4	31.0	29.3	34.7	30.4	29.0	29.3	29.8	29.3	28.7	
VPK	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
K	230.5	222.9	230.5	216.9	221.6	254.1	236.1	224.8	227.2	230.8	227.5	222.9	
1	258.7	242.2	221.6	239.4	219.6	233.6	264.1	245.1	233.2	235.6	239.2	235.9	
2	240.2	249.0	249.8	225.4	246.5	225.4	232.4	267.2	249.0	237.1	239.5	243.1	
3	223.3	230.3	243.3	267.1	229.6	262.5	229.4	241.4	277.6	259.4	247.5	249.9	
4	256.3	223.5	238.2	254.4	269.1	236.9	260.8	232.5	246.1	282.3	264.1	252.1	
5	263.1	255.7	227.5	244.4	256.5	272.1	249.1	267.6	238.3	251.9	288.1	270.0	
6	278.0	262.9	254.3	222.2	248.3	265.0	287.4	258.0	273.2	243.9	257.5	293.7	
7	257.9	268.0	264.3	255.4	231.0	259.6	274.8	296.6	265.8	281.0	251.7	265.3	
8	252.4	256.9	271.3	266.5	266.7	236.9	264.1	280.8	302.5	271.7	286.9	257.7	
9	273.9	257.9	265.6	276.8	265.5	278.7	252.3	274.2	288.8	310.5	279.7	294.9	
10	253.6	264.9	249.0	257.1	270.0	269.9	273.9	249.6	270.3	284.9	306.6	275.8	
11	248.4	247.1	239.4	225.4	235.0	260.8	253.2	257.7	231.6	252.4	267.0	288.7	
12	206.2	234.9	233.6	228.0	213.0	233.4	258.9	248.4	250.9	224.9	245.6	260.2	
K-12	3242.4	3216.0	3188.3	3179.3	3172.3	3288.9	3336.6	3343.9	3354.6	3366.4	3400.9	3410.2	
Pre K-12	3267.1	3244.4	3218.7	3210.3	3201.6	3323.6	3367.1	3372.8	3383.8	3396.1	3430.3	3438.9	
% Change K-12		-0.81%	-0.86%	-0.28%	-0.22%	3.67%	1.45%	0.22%	0.32%	0.35%	1.03%	0.27%	

## Enrollment by Grade for Current Year 2018-19

## RESIDENT STUDENTS GOING ELSEWHERE

Includes Tuition Students

	2010	2011	2012	2013	2014	2015	2016	2017	2018
K	19.33	24.32	27.13	25.56	35.98	34.63	31.82	44.22	35.90
1	15.5	19.01	20.73	30.82	25.38	32.32	38.22	30.70	44.34
2	27.21	15.08	23.76	26.67	33.23	22.90	29.75	46.53	32.83
3	14.31	30.49	17.09	26.70	31.07	35.82	26.82	33.77	44.60
4	16.43	15.53	29.85	27.32	30.61	27.54	34.08	32.20	34.22
5	14.03	17.25	15.81	27.71	30.57	23.90	32.52	37.38	33.96
6	8.56	18.54	22.5	19.58	30.84	28.93	33.69	36.76	38.47
7	22.37	17.3	21.92	24.90	24.05	39.42	30.6	26.38	37.30
8	26.37	25.61	14.8	31.76	25.10	28.01	38.79	30.06	30.07
9	29.08	32.61	32.09	24.12	36.84	35.10	27.9	33.58	43.69
10	28.79	31.02	33.33	47.90	34.27	34.07	30.94	31.73	40.99
11	33.21	32.23	31.17	38.96	44.48	36.69	36.26	28.04	32.98
12	51.02	53.13	40.75	41.87	50.26	56.80	38.42	38.58	36.74
<b>Total</b>									
<b>Adm</b>	306.21	332.12	330.93	393.87	432.68	436.13	429.81	449.93	486.09
<b>Variance</b>		25.91	-1.19	62.94	38.81	3.45	-6.32	20.12	36.16

## NONRESIDENT STUDENT COMING HERE

Includes Tuition Students

	2010	2011	2012	2013	2014	2015	2016	2017	2018
K	14.05	8.03	6.87	12.54	7.23	12.77	12.78	19.88	15.78
1	7.00	11.89	11.49	10.42	13.49	15.11	19.76	13.93	23.45
2	5.07	6.38	8.00	11.39	10.04	14.00	16.70	18.25	14.94
3	10.00	8.58	7.00	6.47	9.00	13.59	19.55	17.55	16.82
4	3.07	9.00	8.67	6.59	5.11	11.39	14.24	17.73	18.18
5	7.57	4.60	9.00	10.75	5.67	9.77	13.00	19.33	19.18
6	8.03	8.01	3.14	7.00	11.78	7.00	10.36	19.01	17.57
7	11.22	10.31	6.98	5.46	7.42	11.44	12.01	16.25	21.25
8	6.21	10.24	12.54	6.73	6.48	7.02	10.40	15.61	14.08
9	10.85	9.00	13.00	6.00	8.69	7.34	13.35	13.61	18.55
10	7.91	13.72	9.20	16.77	3.62	9.42	11.50	18.20	14.47
11	5.43	8.24	12.45	11.05	19.32	4.90	13.17	13.61	18.39
12	7.13	7.19	11.79	11.11	12.31	17.83	8.37	20.27	14.87
<b>Total</b>									
<b>Adm</b>	103.54	115.19	120.13	122.28	120.16	141.58	175.19	223.23	227.53
<b>Variance</b>		11.65	4.94	2.15	-2.12	21.42	33.61	48.04	4.30

**ENROLLMENT ANALYSIS (END OF SEPTEMBER TO END OF YEAR)**

All Programs	2015-2016			2016-2017			2017-2018			2018-2019			2018-2019			2018-2019		
	End of Sept	End of Year	Variance	End of Sept	End of Year	Variance	End of Sept	End of Year	Variance	End of Sept	End of Year	Average Variance	End of Sept	End of Year	Lowest Variance	End of Sept	End of Year	Median Variance
Grades K-2	688.00	681.73	-6.27	688.00	687.75	-0.25	707.00	713.05	6.05	728.00	727.84	-0.16	728.00	721.73	-6.27	728.00	727.75	-0.25
Grades 3-5	750.00	766.01	16.01	754.00	755.23	8.39	772.00	771.54	-0.46	740.00	747.98	7.98	740.00	739.54	-0.46	740.00	748.39	8.39
Grades 6-8	719.00	744.20	25.20	748.00	745.65	-2.35	752.00	761.47	9.47	816.00	826.77	10.77	816.00	813.65	-2.35	816.00	825.47	9.47
Grades 9-12	1,042.00	987.35	-54.65	1054.00	984.70	-69.30	1098.00	1043.90	-54.10	1088.00	1028.65	-59.35	1088.00	1018.70	-69.30	1088.00	1032.79	-55.21
<b>TOTAL</b>	<b>3,199.00</b>	<b>3,179.29</b>	<b>-19.71</b>	<b>3244.00</b>	<b>3173.33</b>	<b>-63.51</b>	<b>3329.00</b>	<b>3289.96</b>	<b>-39.04</b>	<b>3372.00</b>	<b>3331.25</b>	<b>-40.75</b>	<b>3372.00</b>	<b>3293.62</b>	<b>-78.38</b>	<b>3372.00</b>	<b>3334.40</b>	<b>-37.60</b>
										Budgeted	<b>3247.00</b>		Budgeted	<b>3247.00</b>		Budgeted	<b>3247.00</b>	
											<b>-84.25</b>			<b>-46.62</b>			<b>-87.40</b>	



### 2018 / 2019 DISTRICT ENROLLMENT TRACKING

				10/1/2018	11/1/18								
		9.12.18	End of	End of	End of	End of	End of	End of	End of	End of	End of	End of	Average
	Budget	Opening	September	October	November	December	January	February	March	April	May	Enrollment	
<b>Primary K-2</b>	K	230	241	236	240	234	234						
	1st	263	254	259	259	262	262						
	2nd	236	232	232	230	229	230						
	<b>Sub Total</b>	<b>729</b>	<b>727</b>	<b>727</b>	<b>729</b>	<b>725</b>	<b>726</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>727</b>
<b>Intermediate 3-5</b>	3rd	233	230	229	230	230	230						
	4th	271	262	262	259	258	257						
	5th	242	250	249	250	251	251						
	<b>Sub Total</b>	<b>746</b>	<b>742</b>	<b>740</b>	<b>739</b>	<b>739</b>	<b>738</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>740</b>
<b>Middle 6-8</b>	6th	278	280	282	279	278	278						
	7th	273	272	272	267	266	263						
	8th	262	260	262	256	255	252						
	<b>Sub Total</b>	<b>813</b>	<b>812</b>	<b>816</b>	<b>802</b>	<b>799</b>	<b>793</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>816</b>
<b>9-12 Programing</b>	9th	234	248	249	248	251	249						
	10th	277	277	275	273	275	274						
	11th	233	267	269	260	262	265						
	12th	215	309	305	286	284	292						
	<b>Sub Total</b>	<b>959</b>	<b>1101</b>	<b>1098</b>	<b>1067</b>	<b>1072</b>	<b>1080</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,098</b>
<b>K-12 Total</b>		<b>3247</b>		<b>3381</b>	<b>3337</b>	<b>3335</b>	<b>3337</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3381</b>

**HISTORY OF STATE INCREASES TO FORMULA**

	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
GENERAL EDUCATION FORMULA INCREASE	2.0%	1.0%	0.0%	0.0%	1.0%	1.0%	1.5%	1.5%	2.0%	2.0%	2.0%	2.0%	?
OTHER STATE CHANGES AFFECTING FUNDING	K weighting inc from .557 to .612	\$51 One time add't gen. ed aid				Literacy incentive aid based on 3rd grade proficiency & 4th grade growth		All Day K fully Funded	New special Education Formula	New Long Term Facility Maintenance Program			
								Declining Enrollment Revenue	Local Optional Revenue \$424	Grants for Support Services-Applied we received			
								Location Equity Revenue \$212	Indian Education	Grants for PreK-We applied did not receive			
								Uniform General Levy Reinstated					
D=Democrat	House-D	House-D	House-D	House-R	House-R	House-D	House-D	House-R	House-R	House-R	House-R	House-R	House-D
R=Republican	Senate-D	Senate-D	Senate-D	Senate-R	Senate-R	Senate-D	Senate-D	Senate-D	Senate-D	Senate-D	Senate-R	Senate-R	Senate-R
	Governor-R	Governor-R	Governor-R	Governor-D	Governor-D	Governor-D	Governor-D	Governor-D	Governor-D	Governor-D	Governor-D	Governor-D	Governor-D

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# CLASS SIZE

# GUIDELINES

- Administrators and Board Approved 2013, 2014, 2015, 2016

- Kindergarten- 19-21
- 1st Grade- 20-23
- 2nd & 3rd Grade- 22-25
- 4th & 5th Grade- 23-26
- 6th through 8th- 25-30
- 9th through 12th- 25-30

- Proposed for 2018-2019: (2017-2018)

Kindergarten	- 19 - 21
1 <sup>st</sup> Grade	- 20 - 23
2 <sup>nd</sup> & 3 <sup>rd</sup> Grade	- 22 - 25
4 <sup>th</sup> & 5 <sup>th</sup> Grade	- 24 - 27
6 <sup>th</sup> through 8 <sup>th</sup>	- 25 - 30
9 <sup>th</sup> through 12 <sup>th</sup>	- 25 - 30

					DISTRICT AVERAGE CLASS SIZE NUMBERS			
Grade/Dept.	Sect.	Hi	Low	Ave. Size	Spanish Ims	Total Students	Avg Class	Extra Help
12/13/2018								
<b>Kindergarten</b>	10	19	18	18.4	24,25	233	19.4	
<b>First Grade</b>	10	22	21	21.9	21,21	261	21.75	
<b>Second Grade</b>	9	22	19	21.1	19,19	228	20.72	
<b>Third Grade</b>	9	22	21	21.3	18,18	230	20.91	
<b>Fourth Grade</b>	10	27	23	25.8		258	25.8	Spell
<b>Fifth Grade</b>	9	28	27	27.8		250	27.78	Sci
Ave. Class Size K-5					Range 18-28			
MIDDLE SCHOOL	Sect.	Hi	Low	Ave. Size	Board Approved Class Size Ranges			
<b>Grade Six (278)</b>					Kindergarten 19-21			
English	10	31	25	27.6	First Grade 20-23			
Math	8	29	25	27.5	2nd and 3rd 22-25			
Pre-Alg	2	27	26	26.5	4th and 5th 24-27			
Social Studies	10	30	26	27.8	6th -8th 25-30			
Science	10	30	25	27.8	9th -12th 25-30			
PE	6	49	42	45.5				
STEAM 6	10	29	26	27.9				
Band	1	56	56	56				
Choir	1	46	46	46				
Choir MF	2	83	41	62				
Art	10	29	26	27.9				
Tech	20	29	26	27.8				
<b>Grade Seven (265)</b>								
English	10	28	21	26.4				
Pre-Alg	8	29	22	25.5				
Alg	2	30	28	29				
Social Studies	10	28	24	26.4				
Science	10	28	23	26.5				
PE	6	48	37	44				
STEAM 7	10	29	23	26.2				
World Lang	10	29	24	26				
Health	10	29	23	26.2				
Band	1	71	71	71				
Choir	1	73	73	73				
Choir MW	1	39	39	39				
Art	10	29	23	26.2				
<b>Grade Eight (253)</b>								
Science	10	27	23	25.3				
Social Studies	10	27	24	25.3				
English	10	29	22	25.2				
Algebra 8	8	27	23	24.5				

Int Alg	2	28	26	27			
PE	6	50	36	42			
STEAM 8	10	28	24	25			
World Lang	10	28	24	24.9			
Health	10	28	24	25			
Band	1	72	72	72			
Choir	1	47	47	47			
Choir MW	1	21	21	21			
Music Lab	4	25	19	22.75			
Ave Class Size 6-8					21-31		
<b>HIGH SCHOOL</b>	<b>Sect.</b>	<b>Hi</b>	<b>Low</b>	<b>Avg Size</b>	<b>Registered</b>		
<b>Ag. Ed</b>							
Weld I/Weld II	6	24	22	23	138		
Construct	2	24	16	20	40		
Electrical	2	28	26	27	54		
Game Animals	2	26	21	23.5	47		
Companion anim	1	29	29	29	29		
Animal Sci	3	29	13	20	60		
Woods I	5	30	20	26.2	131		
Woods II	4	26	19	22	88		
Woods III	1	23	23	23	23		
Small Engines	4	29	18	23.75	95		
Tech & Engine	3	29	28	28.67	86		
<b>Art</b>							
Photo I	3	30	24	26.67	80		
Basic Art	4	30	28	28.5	114		
Draw I	3	28	27	27.67	83		
Pottery	5	27	24	25.4	127		
Water Paint	2	27	26	26.5	53		
<b>Business</b>							
Exploring Business	1	26	26	26	26		
Intro to Marketing	1	32	32	32	32		
Personal Finance	2	32	24	28	56		
<b>English</b>							
	9	6	34	30	31.17	187	
ACC 9	2	31	29	30	60		
	10	7	30	26	28.57	200	
ACC 10	2	29	24	26.5	53		
	11	7	32	25	28.29	198	
AP Lit	1	24	24	24	24		
	12	6	30	20	27.67	166	
College Eng	2	20	18	19	38		

<b>FACS</b>						
Baking	6	32	21	28.33	170	
Child Develop	2	27	23	25	50	
Meals	5	29	21	24.4	122	
<b>Int Design</b>	2	28	23	25.5	51	
<b>Math</b>						
Int Alg	6	32	29	30	180	
Geo	9	32	25	28.56	257	
Adv Alg	8	30	20	26.25	210	
AP Calc	2	28	18	23	46	
Math Analysis	5	27	23	25.8	129	
<b>Music</b>						
Concert Band	1	56	56	56	56	
Varsity Band	1	57	57	57	57	
Symph Winds	1	54	54	54	54	
Audacia	1	69	69	69	69	
Mixed Choir	1	69	69	69	69	
Concert Choir	1	63	63	63	63	
<b>PE/Health</b>						
PE 9	8	36	25	30	240	
Health 10/11	8	35	24	30.38	243	
Health Care Ex	1	27	27	27	27	
Raquet Sports	2	35	30	32.5	65	
Rec Games	6	37	35	35.33	212	
<b>Science</b>						
Physical	5	33	31	32.2	162	
ACC Physical	3	30	26	28	84	
Bio	9	32	22	28.67	258	
College Bio	1	29	29	29	29	
Applied Chem	7	30	18	25.86	181	
Anatomy	2	28	27	27.5	55	
Astronomy	3	29	23	26.67	80	
College Chem	3	27	19	23.67	71	
AP Physics	1	26	26	26	26	
Forensics	4	31	23	28	112	
<b>Social Studies</b>						
World Studies	9	32	19	27.44	247	
US History	7	33	29	31.14	218	
AP US History	1	27	27	27	27	
Geography	6	28	24	26.83	161	
Am Government	5	34	27	30.6	153	
College Am Gov	1	25	25	25	25	

AP Human Geo	2	33	26	29.5	59		
Psychology	2	30	26	28	56		
Econ	5	35	31	32	160		
AP Micro Econ	2	23	16	19.5	39		
<b>Study Hall</b>	6	45	18	27	162		
<b>College and Career</b>	7	35	22	31.14	218		
<b>World Language</b>							
Spanish I	7	33	25	29.43	206		
Spanish II	5	32	22	26.4	132		
Spanish III	2	33	28	30.5	61		
Spanish IV	2	30	22	26	52		
German III/IV	1	24	24	24	24		
<b>Online</b>	18	41	26	36	648		
Grade 9					249		
Grade 10					275		
Grade 11					269		
Grade 12					305		
					1098		



**TO:** Ben Barton, *Superintendent*  
**CC:**  
**FROM:** Barb Muckenhirn, *High School Principal*  
**RE:** Registration Guide Update for 2019-2020  
**DATE:** Jan. 7, 2019

**SENT ELECTRONICALLY**

The purpose of this memo is to summarize the significant changes in the 2019-2020 Registration Guide for the School Board’s review at Jan. 15, 2019 work session. Not included are revisions of items for clarification purposes, changes in formatting, or minor clerical corrections and adjustments.

**I. SUMMARY OF SIGNIFICANT CHANGES**

**A. New Courses**

1. Advanced Landscaping/Horticulture
2. AP (Advanced Placement) Computer Science
3. Introduction to Guitar
4. Officiating, Sport and Coaching
5. AP (Advanced Placement) Statistics
6. Introduction to Cultural Anthropology
7. Broadcast Journalism

**B. Credit Requirement Adjustment**

1. Reduce elective credit requirements from 30 to 27

**C. Additional Changes**

1. See Item IV at end of memo

**II. NEW COURSES**

**A. Advanced Landscaping/Horticulture**

1. Agriculture Education department elective
2. 1 trimester

**Core Values**



807 8th Ave S  
 Princeton, MN 55371  
 763-389-4101  
 763-389-5816  
 isd477.org

3. Open to grade 11, 12
4. Prerequisite: Advanced Floral Horticulture OR Landscaping Horticulture
5. Rationale:
  - a) Student interest
  - b) Adds to horticulture/landscaping pathway
  - c) Provides upper level/rigorous option
  - d) Provides additional electives for grades 10-12
6. Impact:
  - a) Cost of materials for additional elective
7. Description: Is design your passion? Would you like to have a career in landscaping, horticulture or floral design? This course will focus on design and expanding your knowledge in these areas. Hands-on assignments and assessments will be tailored to fit the students interests. This will be an advanced course and students will be expected to put in time out of the classroom. Course fees may apply.

**B. AP (Advanced Placement) Computer Science**

1. Math department elective
2. 2 trimesters
3. Open to grades 11-12
4. Prerequisite: Advanced Algebra
5. Rationale:
  - a) Adds to Math Analysis options and pathway
  - b) Student interest
  - c) Provides upper level/rigorous option
  - d) Provides additional electives for grades 10-12
6. Impact:
  - a) Cost of materials and software needs
  - b) Cost and time of training and curriculum development
7. Description: AP Computer Science introduces students to computer science with fundamental topics that relate to problem solving, data organization, data analysis, and the ethical and social implications of computing. The course covers the fundamentals of java, data types, program control, object oriented programming, arrays, recursion and more.

**C. Introduction to Guitar**

1. Music department elective
2. 1 trimester
3. Open to grades 10-12
4. Will meet art standard requirement
5. Prerequisite: none
6. Rationale:
  - a) Student Interest
  - b) Provides additional electives for grades 10-12
7. Impact:
  - a) Cost of instruments
  - b) Individual lesson time will be shifted to allow instruction

- c) Advanced Guitar to be added in 20-21
- 8. Description: Students in grades 10-12 will study and apply guitar fundamentals and techniques in areas including note reading, chord structures and progressions, fingering technique, and musical genre style. Enrollment is for one trimester and no prerequisites are required. This course earns one art credit. Guitars are provided by the school but lesson books are purchases by each student.

**D. Officiating, Sport and Coaching**

- 1. PE/Health department elective
- 2. 1 trimester
- 3. Open to grades 10-12
- 4. Prerequisite: PE 9
- 5. Rationale:
  - a) Student Interest
  - b) Provides additional electives for grades 10-12
  - c) Adds to Human Services > Education & Training pathway
  - d) Provides opportunity for officiating certification for students
- 6. Impact:
  - a) Cost of certifications/assessment
- 7. Description: This course is designed to certify students as officials in multiple sports. Certifications may include but not be limited to basketball, softball, baseball, football. The curriculum is delivered in a blended format, meaning some of the learning is completed online with instructor assistance. There is a \$15 fee for students for the certification.

**E. AP (Advanced Placement) Statistics**

- 1. Math department elective
- 2. 2 trimesters
- 3. Open to grades 11-12
- 4. Prerequisite: Advanced Algebra C
- 5. Rationale:
  - a) Replaces CIS Basic and Applied Statistics (Lack of sufficient registration/lack of UofM qualified instructor)
  - b) Adds to Math Analysis options and pathway
  - c) Provides upper level/rigorous option
  - d) Provides additional electives for grades 10-12
- 6. Impact:
  - a) Cost and time of training and curriculum development\
  - b) Possible curricular costs
- 7. Description: This course introduces students to the major concepts and tools for collecting, analyzing, and drawing conclusions from data. Topics covered include univariate and bivariate data conducting and interpreting surveys and experiments, random processes and probability, the normal distribution, and sampling.

**F. Introduction to Cultural Anthropology**

- 1. Social Studies department elective
- 2. 1 trimester

3. Open to grades 11-12
4. Prerequisite: none
5. Rationale: Provide additional elective for grades 10-12
6. Impact:
  - a) Cost of curriculum
  - b) Curriculum development time
7. Description: Introduction to Cultural Anthropology is the study of human beings and the development of culture. This course will introduce the five main branches of Anthropology; physical, cultural, linguistic, social, and archaeological, while focusing on the cultural aspect of human activity. Students will apply this knowledge to studying cultures from around the world.

**G. Broadcast Journalism**

1. Business department elective
2. 1 trimester
3. Open to grades 11-12
4. Prerequisite: none
5. Rationale:
  - a) Student interest
  - b) Provide additional electives for grades 10 - 12
  - c) Provide school-wide/community communication
6. Impact:
  - a) Cost of curriculum development
  - b) Possible software and equipment
7. Description: A medium and broadcasting class designed to provide students with a background in mass media communications, this class will utilize several skills such as; writing, videography, and public-speaking. Students will engage in gathering relevant and interesting school information and then utilizing editing software to present said information in a variety of different ways.

**III. CREDIT REQUIREMENT ADJUSTMENT**

**A. Adjustment Recommendation**

1. Reduce elective credit requirements from 30 to 27, increasing open spots from 4 to 7.
  - a) It will be possible for some students to graduate early

**B. Concerns and Rationale for Recommendation:**

1. Students are limited to 4 class periods during their 4 high school years that are “open”. “Open” is defined as an opportunity to take a study hall or retake a failed course. This has increased the number of students needing to take a credit recovery course. Students engaged in the most rigorous courses are experiencing increased stress with all six hours of class in most trimesters.
2. There is an increase in failure rates in lower grades as the number of credits coupled with the elimination of open options and support programs has decreased. This is expected to decrease the on-time graduation rate.

3. Elimination of early graduation option is expected to result in some students dropping out and thereby decreasing the graduation rate.
4. Student and teacher feedback indicates increase in stress level of students as they work to obtain all credits.
5. Additional supporting information provided in Graduation Requirements Memo to Ben Barton Dec. 13, 2018

#### IV. ADDITIONAL DELETIONS AND SIGNIFICANT COURSE CHANGES

##### A. Business

1. Rename Exploring Business to Introduction to Entrepreneurship
2. Add Introduction to Entrepreneurship as prerequisite for Entrepreneurship
3. Rename Technology Integration and Computer Applications with 21st Century Skills 1 & 2
4. Drop Personal Finance B
5. Drop Personal Law

##### B. English

1. Redesign Yearbook Publications 1 & 2 to meet same standards as English 12 A & B

##### C. Health/PE

1. Rename Weight Training & Advanced Weight Training to Strength and Conditioning and make as one course with various levels within

##### D. Mathematics

1. CIS (College in the Schools) Basic & Applied Statistics
  - a) see **above** - replaced with AP Statistics
  - b) Drop Digital Electronics
  - c) cost prohibitive - replace with AP Computer Science

##### E. Social Studies

1. Shifting course sequencing so that Geography is in grade 9 and World Studies is in grade 11. They are the opposite currently.
  - a) Improves alignment to standards and places content and rigor at more appropriate grade level
  - b) More logical sequencing to content and student readiness
  - c) This is a shift in approximately 8 sections for 2 years

##### F. World Language

1. Drop German III A/B
  - a) Step 3 of planned program phase-out