

Princeton Public Schools - ISD 477
Tuesday, June 4, 2019 at 6:00 PM
Regular School Board Meeting
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 10
- b. Gifts 11
- c. Grant 13
- d. MSHSL Resolution 14
- e. Online Academy Coordinator Agreement 16

8. ACTION

- a. Restricted Budgets
 - I move to accept the restricted budgets as proposed.
 - Staff Development 20
 - Capital 21
 - Long Term Facility Maintenance 22
- b. Assigned Budgets

I move to accept the assigned budgets as proposed.	
ATTPS-Qcomp	23
Program Initiatives	24
Technology Assigned	25
Building Improved Assigned	26
c. 2018-2019 Original Budget	27
I move to accept the 2018-2019 Original Budget as proposed.	
d. Pool Filter Room Scope	34
9. WORK SESSION	
a. Grad Rate Update	37
10. ADDITIONS TO AGENDA	
11. FUTURE MEETING(s) INFORMATION	
Policy Committee- June 18, 3:00pm	
Executive Planning- July 10, 4:15pm	
Finance Committee- July 16, 5:00pm	
Regular Board Meeting- July 16, 6:00pm	
12. ADJOURN	

Call to Order and Pledge of Allegiance

The regular meeting of the School Board of District #477 was called to order by Vice Chair Chad Young on the **21st day of May, at 6:00 p.m.** in the District Center Board Room.

Sherburne County TZD Safe Roads Coalition Award

Sherburne County presented an award to PHS students Kennedy Johnson and Avery Pomerleau for their winning artwork submission to the Safe Roads poster contest.

Math Corps Recognition

Andrea Preppernau recognized Barb Malecek and Char Weir for being 4-year Math Corp members.

Roll Call:

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

Members Absent: Eric Strandberg.

Others present: Superintendent Ben Barton, Director of Human Resources Jason Senne, Director of Business Services Michelle Czech, Student Council Rep Ellie Pomerleau, Middle School Principal Dan Voce, Community Ed Programs Coordinator Ryan Fay.

REPORTS

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

Sue VanHooser

RRSEC Governing Meeting, School Board Scholars Banquet, Senior Banquet.

Jim Tomsy

School Board Scholars Banquet.

Deb Ulm

School Board Scholars Banquet, Finance Committee.

Eric Minks

School Board Scholars Banquet.

Chad Young

Executive Planning, School Board Scholars Banquet. Finance Committee.

Howard Vaillancourt

School Board Scholars Banquet, Community Ed Advisory Committee, Cheerleading Tryouts.

Student Council Report

High School Spring Fling on Friday.

Superintendent Report

High School redesign team met with Jim Stephens today to discuss the next steps of the redesign. Met with Kindergarten marketing team to discuss the enrollment process for future years. End of year is approaching and we would like to share appreciation of all our staff members. Farewell to the class of 2019. Partnership opportunity discussed with community partners regarding concessions and restrooms at PHS stadium.

APPROVE AGENDA

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

CONSENT AGENDA

Motion made by Jim Tomsy, seconded by Howard Vaillancourt **to approve the consent agenda as presented.** *Personnel, Bills, Treasurer's Report, Wire Transfers, Gifts, Fundraiser. Motion passed unanimously.*

ACTION

Second Reading of Policies

Motion to accept the second reading of policies 422, 423, 424, 450, 495, 497, 499, 502, 503, 509, 510, 524, and 714 as presented was made by Deb Ulm, seconded by Chad Young. Motion passed unanimously.

WORK SESSION

The board started their Work Session at 6:17 p.m. The topics for discussion were:

- School Forest Update
- Community Ed Update
- Restricted Budgets
- Assigned Budgets
- Food Service Budget
- Community Education Budget
- Building Budget
- Debt Service Budget
- Unassigned Budget
- Long Range Planning Update

ADDITIONS TO AGENDA- None

FUTURE MEETINGS INFORMATION

Executive Planning- May 29, 4:15pm
High School Graduation- May 31, 6:00pm
Finance Committee- June 4, 4:30pm
Regular Board Meeting- June 4, 6:00pm

ADJOURN

The work session was adjourned at 8:14 p.m.

Chair Eric Minks

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 Vice Chair Chad Young on the **7th day of May, at 6:00 p.m.** in the District Center Board Room.

Art Presentation: Art teachers from each school presented the board various pieces of artwork to display at the district center.

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

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	Long Range Planning Committee
Eric Strandberg	Long Range Planning Committee, Public Engagement Committee
Jim Tomsy	None
Deb Ulm	Long Range Planning Committee; Grandparents Day Executive Planning; Public Engagement Committee; High School Band Concert
Chad Young	
Sue VanHooser	None

Superintendent Report: This is teacher appreciation week. There is positive work all around the district on a daily basis!

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 Jim Tomsy seconded by Sue VanHooser, **to approve the April 19th work session minutes.** Motion passed unanimously.

CONSENT AGENDA

Motion made by Howard Vaillancourt, seconded by Jim Tomsy, **to approve the consent agenda as presented.** Personnel, gifts, grants and Siewert Return to Work Agreement. Motion passed unanimously.

INFORMATION

First Reading of Policies- Changes to policies 422, 423, 424, 450, 495, 497, 499, 502, 503, 509, 510, 524 and 914 were presented.

Discussion: Technology team was involved in rewriting policy 524 and it differs greatly from MSBA model policy.

ACTION

2019-2020 Food Service Meal Rates

Motion to approve the recommended 2019-2020 food service meal price increase of \$0.05 for lunch was made by Eric Strandberg, seconded by Sue VanHooser. Upon roll call the following voted in favor: Howard Vaillancourt, Eric Strandberg, Jim Tomsy, Deb Ulm, Chad Young and Sue VanHooser. Motion passed unanimously.

ADDITIONS TO AGENDA- None

FUTURE MEETINGS

School Board Scholar Banquet- May 8, 6:30pm

Executive Planning- May 15, 4:15pm

Policy Committee- May 21, 5:00pm

Board Work Session- May 21, 6:00pm

MOTION TO CLOSE BOARD MEETING FOR PERSONNEL DISCUSSION

Motion to close board meeting pursuant to Minnesota Statutes Section 13D.05, Subdivision 2(b) was made by Howard Vaillancourt, seconded by Jim Tomsy. Motion passed unanimously.

ADJOURN

Motion to adjourn the meeting was made by Eric Strandberg and seconded by Jim Tomsy. The meeting was adjourned at 6:56 p.m.

Chair Eric Minks

Clerk Sue VanHooser

Recorder- Emily McKinnon

The School Board of District #477 was called to order by Chair Deb Ulm on the **7th day of May, at 6:34 p.m.** in the District Office Board Room.

Closed meeting minutes: Personnel issue was discussed.

Motion made by Eric Strandberg and seconded by Howard Vaillancourt to adjourn the meeting and go into and open meeting at 6:55 pm.

Chair Deb Ulm

Clerk Eric Minks

Recorder-Emily McKinnon

6.4.19

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
New Hire	Cameron	Anne	HS	Online Academy Coordinator	At-will		7.1.19	\$76,500.00
New Hire	Fuller	Rebecca	HS	HS Math & Science	PEA	Fitzsimmons & Forgey	7.1.19	\$60,655.00
New Hire	Gann	Tara	PS	Title 1 Teacher	PEA	Amy Busch	8.20.19	\$53,229.00
New Hire	Grammond	Gunnar	PS	Tiger Club Assistant	Community Ed		5.30.19	\$9.65 / hr
New Hire	Anderson	Viva	HS	Fall Musical Artistic Director	Activities	Erin Thompson	8.16.19	\$3,945.00

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
Resignation	Bragg	Jennifer	PS	Yearbook Advisor	Activities		5.23.19	
Resignation	Sampson	Sherry	FC	SPED Para	Paras		5.23.19	
Resignation	Allen	Mandee	HS	Head Softball Coach	Activities		5.28.19	
Resignation	Rysavy	Kate	HS	Asst Softball Coach	Activities		5.28.19	
Resignation	Joseph	Jade	HS	Adapted Bowling Asst Coach	Activities		5.28.19	
Retiring								

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
LOA	Englund	Emily	FC	Para	Paras		9.3.19 - 11.26.19	

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
Extra Duty	Becker	Tia	IS	Spanish Immersion Summer Academy	PEA	Amy Cornish	7.1.19	\$32.00 / hr
Extra Duty	Zachman	Melinda	PS	ESY Teacher	PEA		6.3.19-8.30.19	\$32.00 / hr
Extra Duty	Johnson	Lauren	MS	ESY Teacher	PEA		6.3.19-8.30.19	\$32.00 / hr
Extra Duty	Nelson	Mitch	MS	ESY Teacher	PEA		6.3.19-8.30.19	\$32.00 / hr
Extra Duty	Hallberg	Laura	MS	ESY Teacher	PEA		6.3.19-8.30.19	\$32.00 / hr
Extra Duty	Thomson	Abby	HS	ESY Teacher	PEA		6.3.19-8.30.19	\$32.00 / hr
Extra Duty	Krueger	Erin	HS	ESY Teacher	PEA		6.3.19-8.30.19	\$32.00 / hr
Extra Duty	McGathy	Olivia	HS	ESY Teacher	PEA		6.3.19-8.30.19	\$32.00 / hr
Extra Duty	Schultz	Diane	SS	ESY Teacher	PEA		6.3.19-8.30.19	\$32.00 / hr
Extra Duty	Wooley	Heather	PS	ESY Teacher	PEA		6.3.19-8.30.19	\$32.00 / hr
Extra Duty	Bachmeyer	Holly	DC, HS, MS, IS, PS, FC, SS	Tech Summer Help			6.4.19-8.16.19	No Change



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 Philip & Kestie Trunk

Description of gift Check #12126 \$500.00
Donation: School Lunch Angel Program

Pre-Condition, Condition, or Limitation on use School Lunch Angel Program

How this gift specifically relates to the program or school: _____

This gift meets all requirements of Policy 706 _____

Accepted Not Accepted Michelle Czech Staff Name
Principal or Director Date: 5.13.19

Accepted Not Accepted _____ Date: 5/23/19
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

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: Lorraine Noeller

Description of gift: Conn Victor Trumpet,
(Serial #GB921668).

Pre-Condition, Condition, or Limitation on use: M.S. Band Program
Band students will have access to
this trumpet when their instruments
are in repair.

How this gift specifically relates to the program or school: Middle School
Band students will have this
instrument available to them.

This gift meets all requirements of Policy 706

Accepted Not Accepted *[Signature]* Date: 5/30/19.
Principal or Director

Accepted Not Accepted *[Signature]* Date: 5/23
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: May 14, 2013

6.4.19

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

Date Submitted	Grant Name	School	Applicant	Approx Funds
4.17.19	Empatico Spark	IS	John Beach	\$5,000.00



**2019-2020 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE**

RESOLVED, that the Governing Board of School District Number 477, County of Mille Lacs, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the high school(s) listed below (name all high schools in the district):

Princeton High School

(If more than four high schools, attach an additional list)

is/are authorized by this, the Governing Board of said school district or school to:

1. _____ Make new application for membership in the Minnesota State High School League; School Enrollment (9-12): _____
- OR: Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representatives identified by this Governing Board.

Signing the Resolution for Membership affirms that this Governing Board has viewed the WHY WE PLAY training video which defines the purpose and value of education-based athletic and activity programs and assists school communities in communicating a shared common language.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed: _____ Signed: [Signature]
(Clerk/Secretary - Local Governing Board) (Superintendent or Head of School)

Date: _____ Date: _____

District Office Address, City, Zip: 706 1st Street, Princeton, MN 55371

School Superintendent's Phone: 763.389.9422 School Superintendent's Email: ben.barton@isd477.org

**RETURN ONE COPY TO THE MSHSL NOT LATER THAN AUGUST 31, 2019
Retain one copy for the school files.**

2019-2020 RESOLUTION FOR MEMBERSHIP

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

Please complete and return this form with your school's 2019-2020 Resolution for Membership. If the school board is responsible for more than one (1) high school, please complete a form for EACH high school.

Princeton High School

Name of School (Please Print)

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

Eric Strandberg

(Designated School Board Member - please print)

Darin Laabs

(Designated School Representative - please print)

eric.strandberg@isd477.org

Email Address

darin.laabs@isd477.org

Email Address

208.02 ACTIVITY REPRESENTATIVES

Darin Laabs

(Boys' Sports - please print)

Darin Laabs

(Girls' Sports - please print)

Thor Mattick

(Speech - please print)

Jim Baxter

(Music - please print)

Darin Laabs

*(Mailing Representative - Please Print)

* The Mailing Representative is the person to whom all mailings from the League office will be sent. Schools usually name the activity director as the primary recipient of the mailings or email messages.

208.03 LOCAL ADVISORY COMMITTEE MEMBERS

(Board Member - please print)

(Student - please print)

(Parent - please print)

(Faculty Member - please print)

AT-WILL EMPLOYMENT AGREEMENT
Princeton Online Academy Coordinator 2019-2021

This At-Will Employment Agreement (“Agreement”) is entered into by and between the Independent School District No. 477 (“District”) and Anne Cameron (“Employee”). In consideration of the mutual promises contained in this Agreement, the District and Employee agree as follows:

1. At-Will Employment. The District will employ the Employee, on an at will basis, to perform the duties of a Princeton Online Academy Coordinator. Because this is an at-will position, the District may discipline Employee as the District sees fit. The District may also discharge Employee and unilaterally terminate this Agreement as the District sees fit. The District is not required to provide advance notice or to show cause in connection with disciplining or discharging Employee from employment or in connection with terminating this Agreement. Employee may resign from the District at any time and for any reason.

2. Duration. This Agreement establishes the terms and conditions of employment that will apply to Employee’s employment until June 30, 2021, provided that neither party exercises its right to terminate this Agreement or the employment relationship before that date. This Agreement will immediately terminate if either party exercises its right to terminate the employment relationship. This Agreement will automatically expire and the employment relationship will automatically end on June 30, 2022 unless the parties enter into a new written agreement extending the employment relationship beyond that date.

3. Non -Exempt Status. This position is a full-time position with exempt status under the Fair Labor Standards Act. The regular workday will be eight (8) hours in length, but Employee is expected to work the number of hours necessary to perform their job duties and to meet the professional expectations of the job. In light of the exempt status of the position, hours worked in excess of a forty-hour workweek will not result in any overtime pay. Regular attendance is an essential function of the job.

4. Job Duties. Employee must faithfully perform all duties that are described in the attached job description as the Princeton Online Academy Coordinator. In addition, Employee must faithfully perform all services that the District prescribes or assigns to Employee, regardless of whether those services are specifically described in this Agreement or in the related job description. Regular and prompt attendance is an essential function of Employee’s job.

5. Duty to Comply with Laws and Policies. Employee must comply with all applicable federal and state laws. Employee must also comply with all rules, regulations, and policies of the District and the State of Minnesota, including those rules, regulations, and policies that currently exist and any that are established or amended during the term of this Agreement.

6. Duty of Loyalty. Employee agrees to perform their job duties diligently, in good faith, and to the best of their ability with loyalty to the District. Employee must devote full time and due diligence to the affairs and the activities of the District. Employee may not, directly or indirectly, participate in any action or conduct that conflicts in any respect with the interests of the District, and Employee may not engage or participate in any

action or conduct that is inconsistent with the District's policies or actions, their duties as a Princeton Online Academy Coordinator, the basic educational mission of the District, or the desired image of the District.

7. Outside Activities. Employee must obtain written approval from the District before performing any educationally related service or activity for another person, entity, or organization in exchange for compensation. With prior written approval from the High School Principal, Employee may engage in other compensated activities if such activities do not impede Employee's ability to perform their duties for the District. Employee may not directly or indirectly use District time, property, or resources for the benefit of another person, entity, or organization that is compensating Employee.

8. Choice of Law and Severability. This Agreement is governed by the laws of the State of Minnesota. If any part of this Agreement is construed to be unenforceable or in violation of any applicable law, the remaining portions of the Agreement will remain in full force and effect.

9. Claims against the District. The District will select the insurance carrier and the insurance plan for all types of insurance identified in this Agreement. At any time the District may change the insurance carrier and/or the insurance plan that it selects, subject to any applicable laws. Any description of insurance benefits in this Agreement is intended to be informational only. The Employee agrees that she may not bring any action against the District for any claim that is not covered or paid by any type of insurance described or mentioned in the Agreement, including group health insurance, LTD insurance, or life insurance. The District is not promising or guaranteeing that any particular claim will be paid or covered by insurance, or that any specific amount or benefit will be provided under any insurance policy. The District's only obligation is to select an insurance plan and to make the premium contributions that are described in this Agreement, provided that the Employee is enrolled in and meets the terms established by the plan selected by the District. The eligibility and coverage of the Employee and any dependents will be governed entirely by the terms of the applicable insurance policy. Subject to any applicable requirements of federal or state law, the District's obligation to make any contribution toward the cost of any premium will cease immediately upon termination of the Agreement.

No Additional Compensation: If the Employee declines to participate in any insurance plan selected by the District, or if he/she does not meet the terms established by an insurance plan selected by the District, the Employee may not make any claim against the District for additional compensation in lieu of, or in addition to, the District's contribution toward the premium for coverage.

10. Salary. The District will pay Employee a gross annual salary of \$76,500 dollars for the 2019-2020 school year and \$78,030 for the 2020-2021 school year and in consideration for faithfully performing the duties as the Princeton Online Academy Coordinator. The District will pay this gross annual salary in equal installments, less applicable withholdings and deductions, based on the District's regular payroll schedule. Each installment will be made after the period in which the salary was earned. If this Agreement is terminated during the middle of a pay period, the salary paid to Employee

for that period will be prorated and decreased to reflect the number of days actually worked.

11. **Work Year.** The work year will run from July 1 to June 30 and will consist of 200 duty days, with the specific days being determined by the District. In addition, Employee must be on duty during any emergency, natural or unnatural, unless he is otherwise excused by the High School Principal.

12. **Holidays:** The Employee is not expected to work on the following holidays: Fourth of July, Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, Good Friday and Memorial Day.

13. **Inclement Weather:** Employee will follow the Princeton Education Association Article XI School Calendar, Section 2. Flex Learning days may be implemented by the District. Employee will follow the expectations as designated for any called Flex Learning days.

14. **Sick/Family Emergency Leave.** Employee will accrue sick leave at the same rate as the current Princeton Education Association contract under Article XIII Leave of Absence, Section 1 Sick Leave. Unused sick leave days may accumulate to the maximum number of days specified in the Princeton Education Association contract. Upon termination of this Agreement, Employee is not entitled to any compensation for any unused days of sick leave.

15. **Personal Leave.** Employee will earn personal leave at the same rate as the current Princeton Education Association contract under Article XIII Leave of Absence, Section 8 Personal Leaves. Personal Leave days must be submitted and will be approved by the High School Principal. Upon expiration or termination /of this Agreement, Employee is not entitled to any form of compensation for any unused days of personal leave.

16. **Bereavement Leave.** Employee will follow Bereavement leave that is specified in the current Princeton Education Association contract under Article XIII Leaves of Absence, Section 3 Bereavement Leave. Upon termination of this Agreement, Employee is not entitled to any compensation for any unused days of bereavement leave.

17. **Group Health, Hospitalization and Dental.** Employee will receive the health insurance district contribution rates that are specified in the Princeton Education Association contract under Article IX Insurance, Severance, and TSA Contributions, Section 1, Health Insurance. To the extent that the cost of the monthly premium exceeds the amount of the District's contribution, Employee must pay the remaining amount of the premium through payroll deduction.

Employee will receive the dental insurance district contribution rates that are specified in the current Princeton Education Association contract under Article IX Insurance, Severance, and TSA Contributions, Section 7, Dental Insurance for employees who are working thirty (30) hours per week or more and who are enrolled in the School District's group dental plan. Any additional cost of the premium shall be borne by the employee and paid by payroll deduction.

18. **Life Insurance.** Employee will follow the current Princeton Education Association contract for life insurance under Article IX Insurance, Severance, and TSA Contributions, Section 2 Life Insurance. This paragraph will not apply unless Employee qualifies for and enrolls in the plan that is offered by the District. During the term of this Agreement, the District will pay the full amount of the monthly premium for the policy offered by the District. The life insurance policy will be payable to Employee's named beneficiary.

19. **Long Term Disability Insurance.** Employee will follow the current Princeton Education Association contract for long term disability insurance under Article IX Insurance, Severance, and TSA Contributions, Section 3, Long Term Disability Insurance.

20. **Tax Sheltered Plan:** Employee will follow the current Princeton Education Association contract for life insurance under Article IX Insurance, Severance, and TSA Contributions, Section 6, 403(b) Matching Contribution Plan. For purposes of this section, a full time employee is one who works more than 30 hours per week.

21. **Conferences and Travel.** The District will pay, or reimburse Employee for, all valid, reasonable, and necessary expenses associated with Employee's travel to and from, and attendance at, professional conferences and meetings, provided Employee's attendance is required and/or authorized in writing by the High School Principal. Mileage will be reimbursed at the current IRS rate. To obtain reimbursement, Employee must file itemized expense statements in compliance with School Board policy and law. The High School Principal has the right to approve or deny any expense.

22. **Entire Agreement.** This Agreement constitutes the entire agreement between Employee and the District. No party has relied upon any statements or promises that are not set forth in this Agreement. The terms of this Agreement are contractual and supersede any and all prior agreements between the parties and any inconsistent provisions in any employee handbooks or policies. Employee understands and agrees that any handbooks or policies adopted by the District do not create an express or implied contract. No waiver or modification of any provision of this Agreement is valid unless it is in writing and signed by both parties.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the dates shown above their signatures. This Agreement will not become effective unless and until it is approved by the District's School Board and is signed by both parties.

EMPLOYEE I have subscribed my signature this 22 day of May, 2019.
Amé Carr, Princeton Online Academy Coordinator

DISTRICT I have subscribed my signature this ___ day of _____, 201__.
_____, School Board Chair

2019-2020 STAFF DEVELOPMENT		
2018 ACTUAL FUND BALANCE	\$263,097.60	
2019 ESTIMATED FUND BALANCE	\$214,475.00	
2020 ESTIMATED REVENUE	\$450,525.00	
2020 ESTIMATED EXPENSES		
Data Analysis, Technology, and Literacy Coaching	\$266,500.00	
Back to School Professional Development	\$18,450.00	
Software and Dues	\$8,500.00	
Licensed Staff Professional Development	\$67,300.00	
Non-Licensed Professional Development	\$22,800.00	
Additional Opportunies for all Staff	\$10,000.00	
Building Allocations	\$43,800.00	
Supplies for all District Professional Development	\$2,000.00	
Partial District Staff Development Day	\$50,000.00	
District Staff Development Day-only if needed		\$80,000.00
Total	\$489,350.00	
2020 ESTIMATED FUND BALANCE	\$175,650.00	
After year end close reallocation or additions may occur for revised budget.		

2019-2020 CAPITAL		
2019 Estimated Fund Balance		\$2,090,222.00
2020 Estimated Revenue		\$612,050.00
FAMILY CENTER		
PRIMARY		
INTERMEDIATE		
Outside of Playground Surfacing		\$25,000.00
MIDDLE		
HIGH SCHOOL		
TRANSPORTATION		
Van-aging out		\$60,000.00
Bus Cameras		\$5,000.00
BUILDINGS & GROUND		
Bucket Truck		
Other Equipment		\$25,000.00
STUDENT SERVICES BUILDING		
TECHNOLOGY		
DW One to One Student Tech Initiative	\$307,000.00	\$307,000.00
Classroom Hardware	\$67,000.00	\$33,500.00
Copiers-move to operational lease	\$20,000.00	\$25,000.00
Infrastructure	\$35,000.00	\$35,000.00
Staff Devices	\$117,000.00	\$58,500.00
Software-moved from unassigned		\$75,000.00
(there may be movement among the technology categories based on priority)		
(student technology would be first priority)		
OTHER		
Furniture, Fixtures, and Equipment	\$150,000.00	\$150,000.00
Districtwide Emergency	\$15,000.00	\$13,050.00
Total	\$711,000.00	\$812,050.00
Variance		-\$200,000.00

SUMMER 2019 LONG TERM FACILITY MAINTENANCE	
2019 Estimated Fund Balance	\$761,270.80
Revenue:	\$555,337.00
Total Funds Available	\$1,316,607.80
EXPENDITURES	
Health & Safety Total	\$145,000.00
Primary School	
Intermediate School	
Maintenance Garage Roof	\$5,000.00
Carpet-Media/N. Computer	\$23,000.00
Ground maintenance by playground	\$10,000.00
Middle School	
Parking Lot	\$55,000.00
Lighting Classrooms	\$50,000.00
Paint & Accoustical Tiles Gym	\$50,000.00
High School	
Tuck Pointing	\$50,000.00
Carpeting Office Area	\$21,000.00
Repair curb & ADA Access	\$28,000.00
Repair & chip seal Smith System Rd	\$40,000.00
Family Center/District Center	
Paint accent border	\$9,000.00
Student Service	
Gutter Replacement	\$4,000.00
District Wide	
Yearly Maintenance Costs (crs801)	\$75,000.00
Emergency Maintenance (CRS803)	\$100,000.00
Total for 2020	\$665,000.00
VARIANCE	\$651,607.80

2019-2020 ATPPS/QCOMP	
2018 FUND BALANCE	\$226,244.00
2019 ESTIMATED FUND BALANCE	\$228,118.00
ESTIMATED REVENUE	\$887,000.00
ESTIMATED EXPENSES	
INDIVIDUAL PLC, GOALS, PLANS	\$454,000.00
ADMINISTRATION COSTS	\$43,800.00
CAREER LADDER	\$246,400.00
AFT PD CLASSES	\$58,400.00
COP	\$15,000.00
BUILDING GOALS	\$50,800.00
COACH TRAINING	\$0.00
CAREER LADDER	\$3,100.00
SITE PROFESSIONAL DEVELOPMENT	\$32,850.00
TOTAL EXPENSES	\$904,350.00
2020 ESTIMATED VARIANCE	-\$17,350.00
2020 ESTIMATED FUND BALANCE	\$210,768.00

PROGRAM INITIATIVES	
2018 FUND BALANCE	\$649,982.00
2019 ESTIMATED FUND BALANCE	\$302,982.00
2019-2020 PROPOSED EXPENDITURES	
On-Line Additional Staffing	\$122,000.00
Spanish Materials	\$30,000.00
Schoology	\$1,000.00
Chromebooks	N/A
Odsseyware	Budgeted in Tech
Device	Budgeted in Tech
Curriculum Development	To be Determined
Trainings	\$1,000.00
TOTAL	\$154,000.00
2020 ESTIMATED FUND BALANCE	\$148,982.00

TECHNOLOGY ASSIGNED	
2018 FUND BALANCE	\$57,595.00
2019 ESTIMATED FUND BALANCE	\$44,595.00
REVENUE	\$17,250.00
BUILDING IMPROVED PROPOSAL	
Student Chromebook Repairs	\$22,500.00
TOTAL	\$22,500.00
2020 ESTIMATED FUND BALANCE	\$39,345.00
Fund Balance move to Unassigned -(if needed)	\$35,000.00
This was the original fund balance in this area.	

BUILDING IMPROVED	
2018 FUND BALANCE	\$280,537.00
2019 ESTIMATED FUND BALANCE	\$149,530.00
BUILDING IMPROVED PROPOSAL	
Fund Balance move to Program Initiatives	\$149,530.00
Spanish Immersion Teacher 1 year	\$72,458.00
Net Fund Balance Move	\$77,072.00
Propose using Capital to pay for Connection to City Water and Sewer if needed	

**PRINCETON PUBLIC SCHOOL
ORIGINAL BUDGET 2019-2020
MAY 2019**

	2020 ORIGINAL ESTIMATED REVENUES	2020 ORIGINAL ESTIMATED EXPENDITURES
GENERAL FUND (01)	\$ 37,492,753	\$ 39,021,135
FOOD SERVICE (02)	\$ 1,777,000	\$ 1,852,733
COMMUNITY EDUCATION (04)	\$ 1,448,110	\$ 1,550,418
BUILDING FUND (06)	\$ -	\$ 1,639,000
DEBT SERVICE (07)	\$ 4,349,160	\$ 4,280,194
TOTAL ALL FUNDS	\$ 45,067,023	\$ 48,343,480

2018 FUND BALANCE	
GENERAL FUND	\$ 10,919,778
FOOD SERVICE	\$ 481,297
COMMUNITY EDUCATION	\$ 326,576
BUILDING FUND	\$ -
DEBT SERVICE	\$ 754,075

**PRINCETON PUBLIC SCHOOLS
GENERAL FUND ORIGINAL BUDGET
MAY 2019**

		2020 Estimated Revenues	2020 Estimated Expenses	Variance
LTFM-Restricted		\$ 547,795	\$ 665,000	\$ (117,205)
Operating Capital-Restricted		\$ 612,050	\$ 812,050	\$ (200,000)
Staff Development-Restricted		\$ 460,296	\$ 489,350	\$ (29,054)
Qcomp-Assigned		\$ 896,573	\$ 904,350	\$ (7,777)
Technology-Assigned		\$ 17,250	\$ 22,500	\$ (5,250)
Building Improved-Assigned		\$ -	\$ -	\$ -
Program Initiatives-Assigned		\$ -	\$ 229,000	\$ (229,000)
Activity Account-Assigned		\$ 500,000	\$ 500,000	\$ -
Unassigned		\$ 34,458,789	\$ 35,398,885	\$ (940,096)
Total		\$ 37,492,753	\$ 39,021,135	
		\$ (37,492,753)	\$ (39,021,135)	

**2018 Fund
Balance**

ALC-Restricted	\$ 49,835
Basic Skills-Restricted	\$ 15,672
Basic Skills Ext Time-Restricted	\$ 16,911
LTFM-Restricted	\$ 408,023
Med Asst-Restricted	\$ 8,651
Operating Capital-Restricted	\$ 2,147,068
Staff Development-Restricted	\$ 263,098
Severance-Committed	\$ 941,283
Qcomp-Assigned	\$ 226,244
Technology-Assigned	\$ 57,595
Building Improved-Assigned	\$ 280,537
Program Initiatives-Assigned	\$ 649,982
Activity Acct-Assigned	\$ 119,773
Non Spendable	\$ 196,274
Unassigned	\$ 5,538,832
	\$ 10,919,778

Audit report for 2018 was presented at the 1st board meeting in November and the fund balances for the 2017-2018 school year for each category are reflected above.

GENERAL FUND

GIFTED AND TALENTED

Revenue Sources

- State Aid

Expenditures

- Part of unassigned budget area
- Planned fund balance spend down in 2018

LONG TERM FACILITY MAINTENANCE

Revenue Sources

- Property Tax Levy
- Previously Health & Safety & Deferred Maintenance

Expenditures

- 2019 summer projects-attached to 2020 budget
- Budget created based on summer projects
- Actual expenses will be split between two years budget years

OPERATING CAPITAL

Revenue Sources

- State Aid
- Property Tax Levy

Expenditures

- Board approved-attached to 2020 budget

STAFF DEVELOPMENT

Revenue Sources

- State Aid

Expenditures

- Board approved-attached to 2020 budget
- Based on staff development plan

ATPPS (Qcomp)

Revenue Sources

- State Aid
- Property Tax Levy

Expenditures

- Board approved-attached to 2020 budget
- Based on ATPPS plan

BUILDING IMPROVED ASSIGNED

Revenue Sources

- Previous revenue set aside for specific purpose

Expenditures

- Board approved-attached to 2020 budget

PROGRAM INITIATIVE ASSIGNED

Revenue Sources

- Previous revenue set aside for specific purpose

Expenditures

- Board approved-attached to 2020 budget

TECHNOLOGY ASSIGNED

Revenue Sources

- Student Fees

Expenditures

- Board approved-attached to 2020 budget
- Repairs of student devices

ACTIVITY ACCOUNT

Revenue Sources

- Student fundraising
- Donations
- Participation fees

Expenditures

- Field Trips
- Rewards for instructional participation
- Recreational Supplies

UNASSIGNED

Revenue Sources

- State Aid
- Property Tax Levy
- Federal and/or State Grants
- Participation fees and donations

Based Revenue on:

- Enrollment of 3330 PK-12
- State Formula Increase of 2%
- Special Education Increase-Estimated

Expenditures

- Staff salaries, benefits and other contractual requirements
- Sub costs
- Instructional supplies (buildings based on per student amount)
- Operational costs: building repairs, utilities, insurance and transportation
- Technology: software and repairs
- Activities
- Severance
- Staff salaries, benefits and other contractual requirements
- Budget Adjustments
 - Estimated staff salaries increases
 - Non-replacement of retirements or long-term leaves-2 FTE's
 - Replacement of retirements or long-term leaves-6 FTE's
 - .5 Custodial FTE moved to Community Education
 - \$75,000 of Software costs moved to Capital
 - \$50,000 of Staff Development moved to cover costs of a partial day of staff development for staff
 - Special education staff added-1.5 FTE's
 - Operations Secretary-shared with Food Service
 - Reduced 1 bus route
 - Reduction of 2 special education para-professionals
 - One time fund balance shifts if needed:
 - Staff development
 - Technology assigned
 - Rum River Coop Refund

FOOD SERVICE

Revenue Sources

- State Aid
- Federal Aid
- Participation Fees

Base Revenue on

- Breakfast and Lunch Price increase
 - Board approved on 05.07.19

Expenditures

- Staff salaries, benefits and other contractual requirements
- Sub costs
- Food, paper and general supplies

- Operational costs like utilities, custodial and technology
- Equipment costs

COMMUNITY EDUCATION

Revenue Sources

- State Aid
- Property Tax Levy
- Participation or Registration Fees
- Grants
- Donations

Expenditures

- Staff salaries, benefits and other contractual requirements
- Supplies, technology and field trip costs
- Operational costs like utilities, custodial and transportation may be charged to the community service fund.

Overall structure to ensure vitality of Community Education

- Recreation and Enrichment Category
 - Pay 70% of total participation to fees collected to on-staff instructors after supply expenses and administrative expenses are subtracted from the total participation fees.
 - Pay 80% of total participation fees collected for outside service providers as there are no employer paid benefits.
- Aquatics and School Age Child Care
 - Instructors are paid an hourly rate and participants are charged a set fee.
- Drivers Education
 - Registration fee only
- Adults with Disabilities
 - Instructors paid an hourly rate and currently is a break even program.
- School Readiness Program
 - Instructors paid based on beginning steps/lanes of the teacher contract. Participants are charged a fee based on the choice they choose.

New Programs 2019

- Programs are continually added throughout the year

Discontinued Programs 2018

- Programs may be discontinued during the year.

Budget is developed based on previous year's revenue and expenditures. We also look at possible impacts of new programs and discontinued programs.

BUILDING CONSTRUCTION FUND

- Last project to be expended in 2018
- Revised
 - 4.5 million dollar bond projects

DEBT SERVICE FUND

Revenue Sources

- Property Tax Levy
- State Aid

Expenditures

- Building Bond Payments

***Note: Does not represent all chargebacks that may be taken between funds.**



June 3, 2019

Ms. Michelle Czech
Princeton ISD #477
706 1st Street
Princeton, MN 55371

Re: Princeton High School Pool HVAC - Filter Room
Princeton, MN

Dear Ms. Czech,

In 2018, Princeton School District retained USAquatics, a pool engineering and design firm, to perform a preliminary assessment of the Princeton High School pool and pool mechanical equipment, and provide recommendations of needed renovations, upgrades and/or replacement for the pool facility and pool mechanical equipment. Upon completion of the assessment, USAquatics recommended a thorough cleaning of the pool, replacement of the pool deck and pool deck equipment, and upgrades for the majority of the existing pool mechanical equipment due to inefficiencies and expired life spans. USAquatics also recommended relocation of the existing pool mechanical room entry door, to allow a full height door to be installed, thereby providing improved access for staff. Upon review of the recommendations from USAquatics, the District approved USAquatics to move forward with design for the needed pool renovations and overhaul of the pool mechanical room.

Once USAquatics began intensive design for the pool mechanical equipment, it became apparent that additional renovations inside the pool mechanical room were needed, to accommodate the new equipment. Wold Architects & Engineers was retained to collaborate with USAquatics, and perform a thorough design review of the mechanical room, resulting in the following additional recommendations:

- Replace the existing 3' X 4'-8" door & frame, located in the center of the room, with a 3'-8" x 7'-0" door & frame in the northwest corner of the room
- Relocate the existing HVAC unit in the pool mechanical room, four feet to the south, to accommodate the new door and pool mechanical equipment piping

- Replace the existing ships ladder in the center of the room with a galvanized structural platform and stairs, to be located in the northwest corner of the room. The platform also had to support and provide maintenance access to the relocated HVAC unit
 - The combination of the new door location and the relocated HVAC unit would allow improved access to the room and better mobility once inside
- Replace the existing Hot Water Storage (tank which supplies the locker rooms), expansion tank, and mixing valve
 - To support this replacement, new water lines were to be installed
- Replace the existing HVAC ductwork (due to corrosion) and relocate to the new unit location. Also replace ductwork to the existing fresh air unit
- Relocate and replace the existing steam piping and equipment that is corroded and no longer working. This included re-piping steam lines to the HVAC unit and the existing pool heat exchanger
- Relocate sprinkler lines and heads in the mechanical room
- Provide power and conduit to the new filtration equipment and relocated HVAC unit
- Replace the existing lighting with LED lighting
- Relocate existing electrical disconnects, conduits, and panels to allow new equipment installation

The above additional recommendations were designed, and a change order issued to the contractor for the ongoing Pool HVAC project, Brennan Construction. Brennan reluctantly priced the changes utilizing their existing subcontractors, however the costs for the changes were outside of the budget parameters, requiring a decrease in scope for the mechanical room renovations. ICS collaborated with District staff, Wold A/E, and USAquatics to reduce the scope yet still provide the necessary infrastructure to support the needed pool mechanical equipment upgrades. The revised scope for the pool mechanical room renovations now consist of:

- The existing doorway into the filter room to remain in its current location, replacing the door and frame
- The HVAC unit will remain in its current location
 - Corroded ductwork will still be replaced with new aluminum duct
- In lieu of a new structural platform, the existing HVAC support columns will be reused to support the HVAC unit.
- The existing ships ladder will be replaced with a smaller stair in the center of the room, and a new steel catwalk will be added adjacent to the HVAC unit, to allow access.
 - Currently, access to the HVAC unit does not meet code, as the walkway is too narrow and there is piping in the pathway
- The Hot water storage tank, expansion tank, and mixing valve will be replaced, along with the associated piping

- Relocate and replace the existing steam piping and equipment that is corroded and no longer working. This included re-piping steam lines to the HVAC unit and the existing pool heat exchanger
- Relocate sprinkler lines and heads, as needed
- Replace the existing lighting with LED lighting
- Move existing, conduit, and panels to allow new equipment installation.
- Provide power and conduit to the new filtration equipment, as needed

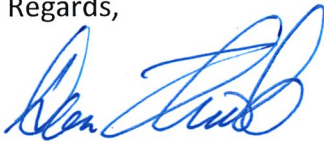
As we previously discussed, Brennan Construction has now declined to price and perform the revised scope of work, as their schedule is full. Due to this development, and the time constraints of the pool schedule, ICS Consulting recommends the overall scope of work for the pool mechanical room be broken into separate work scope packages, and Princeton Public Schools will solicit pricing directly from individual subcontractors. The work scope packages to be priced will included:

- Mechanical, including plumbing
 - Hot water storage tank to be procured by the District and installed by the mechanical contractor
- Electrical
- Steel (stairs and catwalk)

Once pricing is received and reviewed by ICS Consulting, the District will contract directly with the subcontractors for each work scope package. All work will be coordinated under ICS Consulting supervision.

If you have any questions regarding the recommend course of action, please contact me at 651-440-0806.

Regards,



Dan Thiele
Program Manager

DT/kb
CR
cc: file

2019 Special Education Graduation Rate

— June 2019 Update —

Every Student Succeeds Act (ESSA)

- Signed in December 2015
- The nation's new pre-K through grade 12 federal education law.
- ESSA reauthorizes the Elementary and Secondary Education Act (ESEA)
- Previously known as No Child Left Behind (NCLB)
- Empowers states to develop systems and policies that place a sharp focus on equity and continuous improvement for all students
- Ensures all students have what they need to succeed
- Ensures all teachers and administrators have supports in place to deliver on that promise

World's Best Workforce Plan

Under Minnesota Statutes, section 120B.11, school boards are to adopt a long-term, comprehensive strategic plan to support and improve teaching and learning. This plan addresses the following five goals:

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- All children are ready for school.
- All third-graders can read at grade level.
- All racial and economic achievement gaps between students are closed.
- All students are ready for career and college.
- All students graduate from high school.

Starting Assumption

Every Student Deserves the Best Possible Education
Regardless of Difference and/or Identifier

Key Indicators Used for Monitoring

- Academic Achievement
- Progress Toward English Language Proficiency
- Academic Progress
- Graduation Rates
- Consistent Attendance

*A student group must have at least 20 students before it can be included in an indicator.

Student Groups Monitored

-All Students

-Asian

-Hispanic

-White

-English Learners

-Eligible for Free or Reduced Price Lunch

-American Indian

-Black

-Native Hawaiian/Pacific Islander

-Two or more races

-Special Education

Changes to Graduation Rate Calculation Under ESSA

- Students are identified using one of the seven Federal racial/ethnic groups.
- A student who spends any time during high school in one of the program groups will be counted in that group in the school's graduation rate.
- A student who drops out after spending less than a half a year in the school they were attending at the time of dropping out will be reported in the school where they spent the majority of their time in high school.
- 4-year, 5-year, 6-year, and 7-year rates will be calculated.
- New calculation procedures were implemented for students expected to graduate in the 2016-17 school year.

Categories of School Support

-Comprehensive Support

- Ongoing on-site technical assistance from the Regional Centers of Excellence
- Provided to high schools with a 4-year graduation rate below 67% overall or for any student group
- Required to complete a School Improvement Plan
 - This is a three-year plan

-Targeted Support

- No support from Regional Centers of Excellence
- School Improvement Plan is recommended but not required

Requirements for Comprehensive Support and Improvement

- Communicate and Engage with Stakeholders
- Conduct Comprehensive Needs Assessment
- Review District and School Level Resources Within Schools
- Design and Implement a Support and Improvement Plan
 - Must include Evidence-Based Practices
 - District is Responsible for Monitoring the Plan

Intent of the School Improvement Plan

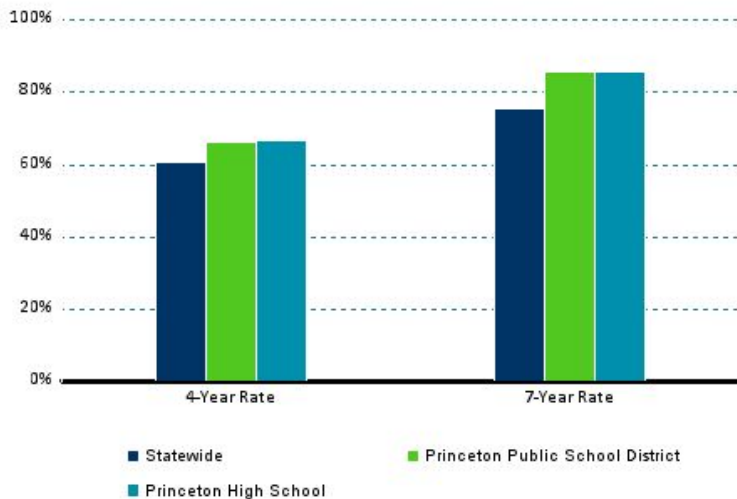
- How are we going to get to where we want to be?
- The intent of the plan is not to close a gap or achieve a goal.
- 46 -The Plan is written to achieve the vision of the school and is about keeping the entire system together and moving forward.
- The primary purpose is to identify strategies the system can implement with the highest likelihood of success.

PHS Identified for Comprehensive Support

47

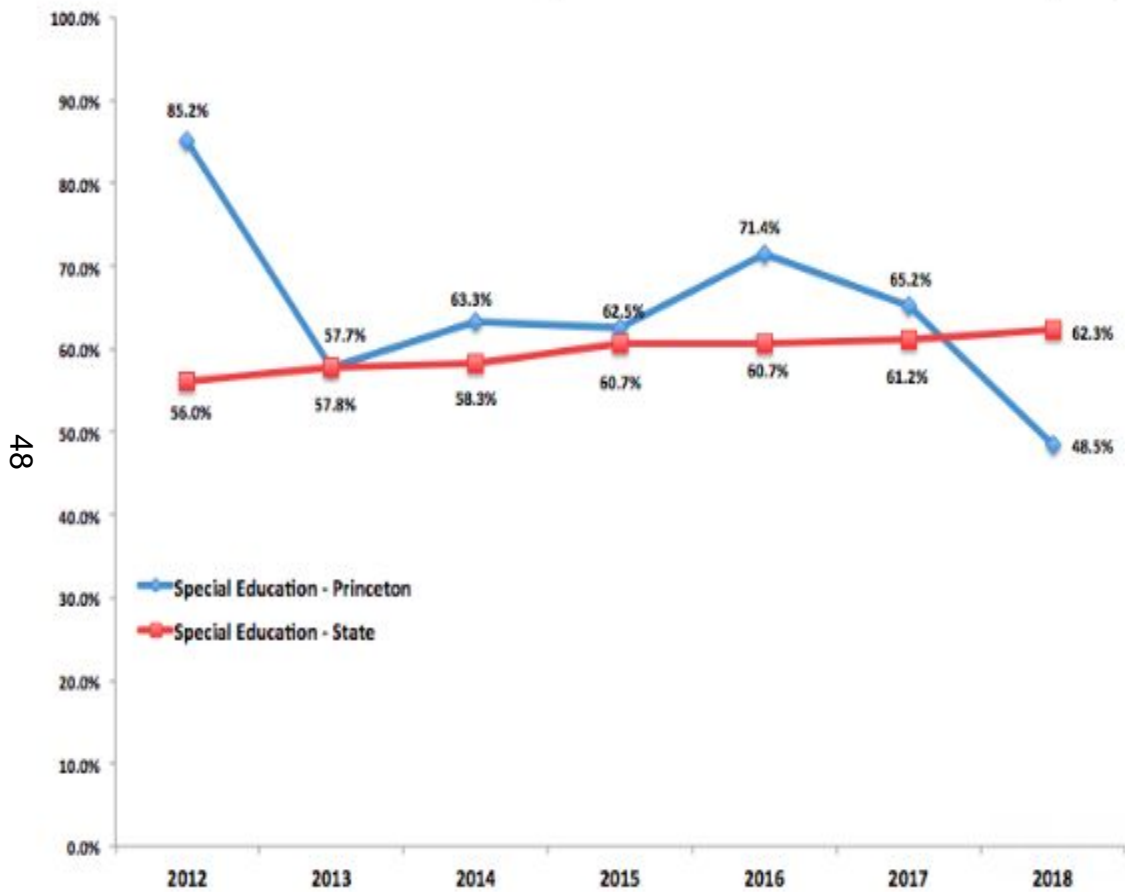
Graduation

Only four and seven year rates are included in accountability determinations.

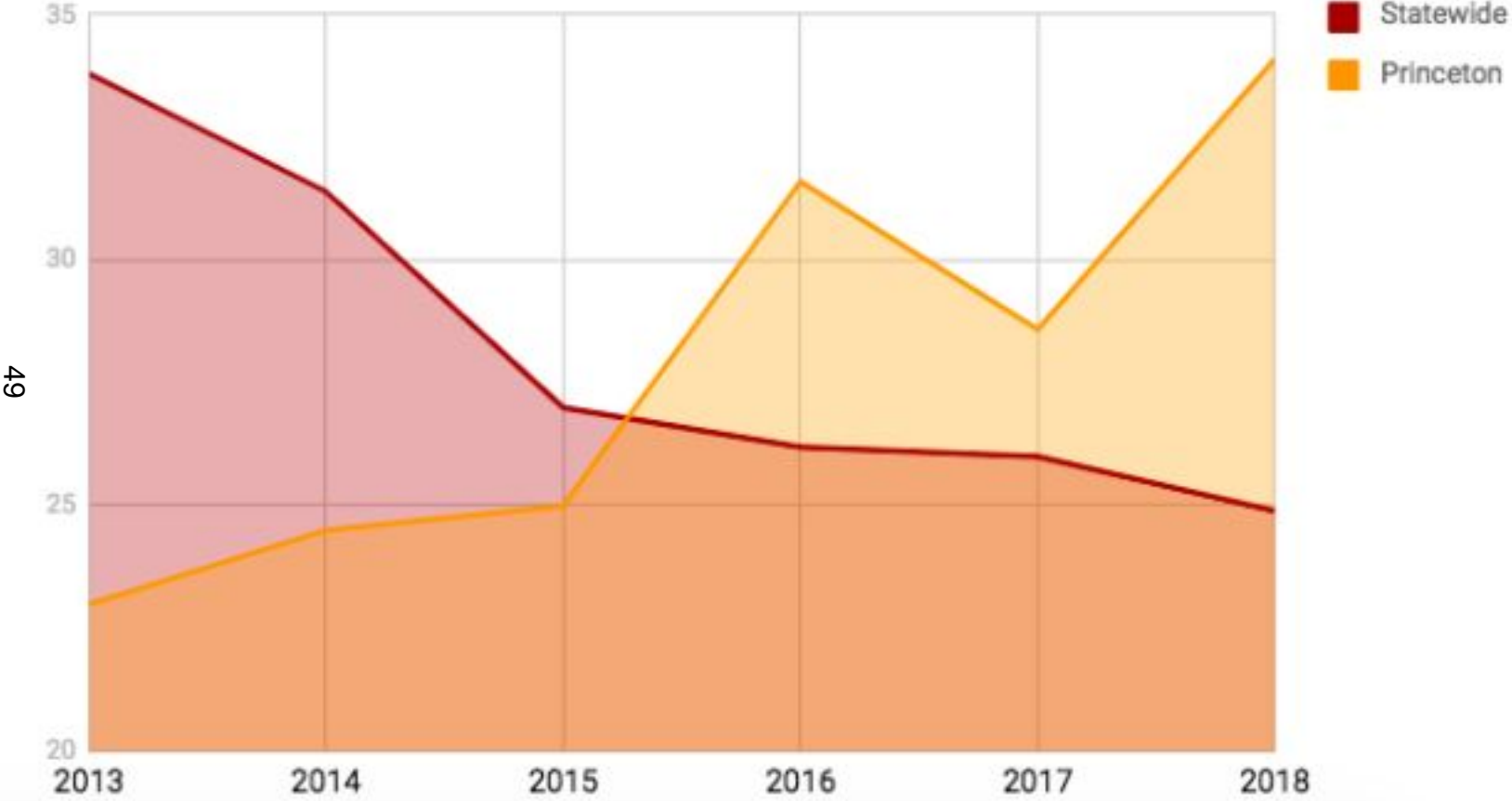


<u>Organization</u>	<u>4-Year Rate</u>	<u>4-Year Denominator Count</u>	<u>7-Year Rate</u>	<u>7-Year Denominator Count</u>
Statewide	60.87%		75.74%	
Princeton Public School District	66.38%		85.74%	
Princeton High School	66.86%		85.74%	

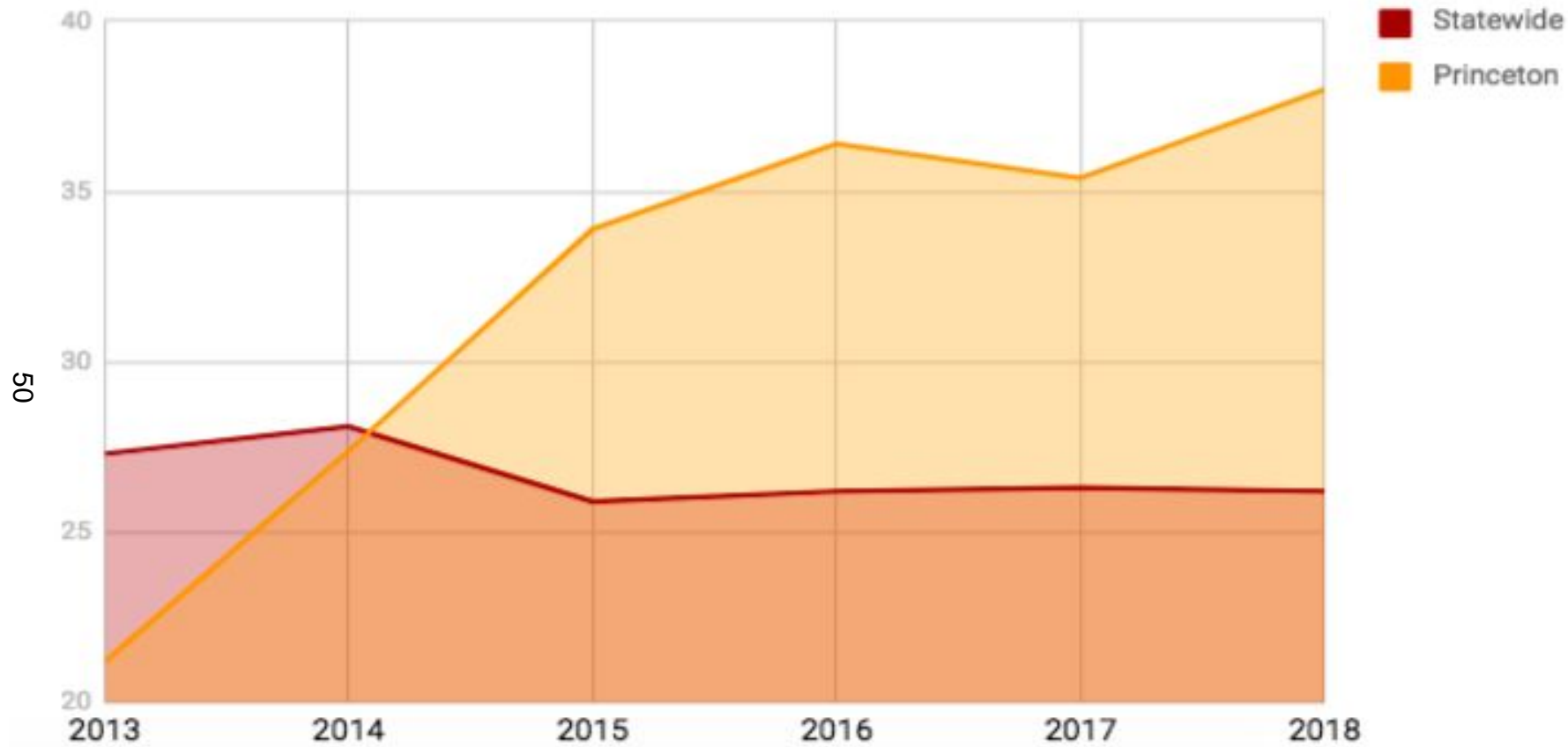
4-Year Trends for students who receive Special Education Services: 16 out of 33 (48.5%) students in the Class of 2018 graduated on time in 4 years



Statewide and Princeton-2018 MCA Math



Statewide and Princeton-2018 MCA Reading



Activities Completed By Leadership Team

- Participation in State and Regional Level Training Activities
- Establish School Leadership Team
- Presentation of Information to Stakeholders
- Conducted Needs Assessment and Created Summary Report
- Identified Strategies for Implementation
- Finalized School Improvement Plan
- Submitted School Improvement Plan to the MDE

Strategy 1

School staff who support the input of MARSS data related to student enrollment and graduation will establish systematic procedures for correctly entering MARSS data including timelines, persons responsible, and measures to cross-check accuracy.

Strategy 2

A systematic decision making process will be created to guide IEP teams in determining the most appropriate services and supports needed for students receiving special education services.

Strategy 3

Co-Taught courses offered in the Princeton district will be implemented with fidelity.