

Princeton Public Schools - ISD 477  
Tuesday, August 20, 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 6
- b. Bills 8
- c. Treasurer's Report 12
- d. Wire Transfers 13
- e. Gifts 14
- f. Grants 15
- g. Fundraisers 16
- h. Fairview Athletic Training Program Service Agreement 17

**8. ACTION**

**9. WORK SESSION**

- a. Update of Bus Training and Policy 30
- b. Long Term Planning

**10. ADDITIONS TO AGENDA**

**11. FUTURE MEETING(s) INFORMATION**

Finance Meeting - September 3, 4:30 pm

Board Meeting - September 3, 6:00 pm

**12. MOTION TO CLOSE BOARD MEETING FOR NEGOTIATIONS STRATEGY**

Pursuant to MN Statute 13D.05, subd. 2(b), *I move to close the meeting for Negotiations Strategy.*

**13. ADJOURN**

### 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 **6th day of August, at 6:00 p.m.** in the District Center Board Room.

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

Others present: Superintendent Ben Barton, Director of Business Services Michelle Czech, and Director of Human Resources Jason Senne, Student Council Representative Ellie Pomerleau.

Citizen Comments: None

### REPORTS

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

Howard Vaillancourt  
Eric Strandberg  
Jim Tomsy  
Deb Ulm  
Chad Young  
Sue VanHooser  
Eric Minks

Agenda Planning Meeting  
SEE Executive Meeting  
Agenda Planning Meeting

Student Council Report: The first officer meeting for Student Council was held last week and the first official meeting is next week.

Superintendent Report: Online enrollment is in effect for this school year. The District is going paperless. The schedule for Back To School week for staff, which is the week of August 26th, was reviewed.

### APPROVE AGENDA

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

### DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES

Motion made by Chad Young seconded by Eric Strandberg, **to approve the July 16th 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, bills, grants, gifts, handbooks, fundraisers. Motion passed unanimously.

**ACTION**

**2nd Reading of Policies 410, 413, 414, 415, 506, 514, 522, 602, 608, 721, 799, 806**

Motion to approve the 2nd reading of policies was made by Deb Ulm, seconded by Sue VanHooser. Motion passed unanimously.

**Continuous Improvement Plan**

Motion to approve the Continuous Improvement Plan was made by Deb Ulm, seconded by Chad Young. Motion passed unanimously.

**ADDITIONS TO AGENDA- None**

**FUTURE MEETING**

Policy Committee- August 20, 5:00pm  
Board Work Session- August 20, 6:00pm

**MOTION TO CLOSE BOARD MEETING FOR ATTORNEY CLIENT PRIVILEGE REGARDING THE HIGH SCHOOL TENNIS COURTS AND NEGOTIATIONS STRATEGY**

Motion to close board meeting pursuant to Minnesota Statutes Section 13D.05, Subdivision 2(b) & 3(b) was made by Eric Minks, seconded by Eric Strandberg. Motion was not completed. Motion to close board meeting pursuant to Minnesota Statutes Section 13D.05, Subdivision 2(b) & 3(b) was made by Jim Tomsy, seconded by Eric Minks. Motion passed unanimously.

**ADJOURN**

Motion to adjourn the meeting was made by Eric Strandberg and seconded by Jim Tomsy. The meeting was adjourned at 8:29 p.m.

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Chair Eric Minks

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Clerk Sue VanHooser

Recorder- Sonia Strickland

The Closed School Board of District #477 was called to order by Chair Eric Minks on the **6th day of August, at 6:15 p.m.** in the District Office Board Room.

Closed meeting minutes: Negotiations strategy and the High School Tennis Court issue was discussed.

Motion made by Howard Vaillancourt and seconded by Eric Strandberg to adjourn the meeting and go into and open meeting at 8:28 p.m. Motion passed unanimously.

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Chair Eric Minks

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Clerk Sue Van Hooser

Recorder - Sonia Strickland

8.20.19

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
New Hire	Rawley	Miranda	FC	Preschool Tiger Club Lead	Community Ed	Roxanne Modrow	8.26.19	\$16.33/hour
New Hire	Noehre	Amy	MS	STEAM Teacher	PEA	Lyssa Weyer	8.20.19	\$41,218.00
New Hire	Fieldseth	Kristy	MS	MS Asst. Principal/Activities Director Secretary	Secretary	Greta Schimming	8.16.19	\$18.82/hour
New Hire	Stark	Ryan	IS	5th Grade Teacher	PEA	Michelle Stenzel	8.20.19	\$39,477.00
New Hire	Marxhausen	Derek	FC	ECSE Paraprofessional	Paraprofessional	Amy Hormann	8.26.19	\$16.33/hour
New Hire	Warner	Natalie	FC	ECSE Paraprofessional	Paraprofessional	Sherri Sampson	8.26.19	\$16.33/hour
New Hire	Gann	Tara	PS	Title I Teacher	PEA	Amy Busch	8.20.19	\$56,250.00
New Hire	Nelson	Brittany	HS	Special Education Paraprofessional	Paraprofessional	Cindy Esler	8.26.19	\$16.33/hour
New Hire	Bundrock	Regina	PS	Special Education Paraprofessional	Paraprofessional	Jennifer Bragg	8.26.19	\$17.32/hour
New Hire	Schultz	Katherine	IS	Special Education Paraprofessional	Paraprofessional	Tiffany Elness	8.26.19	\$16.33/hour

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
Resignation	Lindstrom	Jacquie	HS	Food Service	Food Service		8.5.19	
Resignation	Bauman	Tammy	Student Services	Onward Paraprofessional	Paraprofessional		8/30/19	

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
Change in Assignment	Esler	Cindy	HS	HS Security and Parking Lot Attendant	Paraprofessional	Kris Alderink	8.26.19	
Change in Assignment	Levering	Andrea	HS	1.0FTE + .07 Online (overload)	PEA		8.26.19	\$3,889.20
Change in Assignment	Lehmann	Katherine	HS	1.0FTE + .07 Online (overload)	PEA		8.26.19	\$4,783.31
Change in Assignment	Johnstone	Lori	HS	1.0FTE + .07 Online (overload)	PEA		8.26.19	\$5,245.66
Change in Assignment	Burling	Jodi	DC	1.0FTE + .16 (overload)	PEA		7.1.19	\$10,336.80
Change in Assignment	Glasser	Tiffany	FC	.80 FTE + .08	ECFE Teacher		8.26.19	\$4,212.64
Change in Assignment	Korkemeier Howard	Amy	FC	.67 FTE + .13	ECFE Teacher		8.26.19	\$7,067.84
Change in Assignment	Hillcrest	Dayna	District Center	0.5 EL Teacher	PEA	Noelle Roubinek	8.15.19	

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
Extra Duty	Rittenhouse	Sarah	HS	Volleyball Asst. Coach (B-Squad)	Activities	Hailey Anderson	8.12.19	\$3,228.00
Extra Duty	Roth	Paul	MS	MS Boys Soccer Coach	Activities	Eric Wogen	8.26.19	\$2,017.00
Extra Duty	Romportl	Aaron	HS	9th Grade Boys Basketball Coach	Activities	Eric Strandberg	11.18.19	\$3,228.00
Extra Duty	Euteneuer	Stacie	HS	.07 Spanish (overload)	PEA		8.26.19-12.6.19	\$5,245.66
Extra Duty	Moehlman	Scott	HS	.07 Online (Overload)	PEA		8.26.19-12.6.19	\$2,828.70
Extra Duty	Fraueendienst	Marlee	HS	Head Sideline Cheer Coach	Activities	Erin Johnson	8.12.19	\$2,104.00
Extra Duty	Romportl	Aaron	HS	Asst Volleyball Coach (9th Grade)	Activities	Annie Portiin	8.12.19	\$2,824.00
Extra Duty	Borich	John	MS	MS Football Coach (Float)	Activities		8.19.19	\$2,493.00

**Princeton Public Schools #477**  
**Detail Payment Register By Check**  
**Fund Summary**

<b>Fund Description</b>		<b>Total</b>
01	General Fund	\$157,454.08
02	Food Service	\$1,484.45
04	Community Service	\$8,293.90
06	Construction	\$57,933.37
10	Student Activities	\$2,415.15
<b>Report Total</b>		<b>\$227,580.95</b>

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

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477		001	80918	173332	Check	1	4545		AUTO VALUE PRINCETON	Yes	No	No	USD	08/02/2019	147.03
			80897	173333	Check	1	10364		BORDER STATES ELECTRIC SUPPLY	Yes	No	No	USD	08/02/2019	862.15
			80909	173334	Check	1	16407		BROWN SHANTEL	Yes	No	No	USD	08/02/2019	118.00
			80922	173335	Check	1	9341		BUTTERFIELD MARDY	Yes	No	No	USD	08/02/2019	60.00
			80904	173336	Check	1	14336	1	COLE PAPERS, INC.	Yes	No	No	USD	08/02/2019	3,644.75
			80899	173337	Check	1	11656		DEAN FOODS NORTH CENTRAL	Yes	No	No	USD	08/02/2019	148.16
			80914	173338	Check	1	2265		ECKROTH MUSIC CO.	Yes	No	No	USD	08/02/2019	660.47
			80915	173339	Check	1	2331		EGAN COMPANY	Yes	No	No	USD	08/02/2019	23,700.00
			80911	173340	Check	1	16409		FETZEK NANCY	Yes	No	No	USD	08/02/2019	80.00
			80906	173341	Check	1	16401		GRAY ALAINA	Yes	No	No	USD	08/02/2019	12.00
			80910	173342	Check	1	16408		GRENIER AMY	Yes	No	No	USD	08/02/2019	118.00
			80905	173343	Check	1	15533		HERITAGE EMBROIDERY & DESIGN	Yes	No	No	USD	08/02/2019	1,373.00
			80908	173344	Check	1	16403		K & A MINI GOLF	Yes	No	No	USD	08/02/2019	42.50
			80912	173345	Check	1	16410		LANGE SAMANTHA	Yes	No	No	USD	08/02/2019	34.00
			80916	173346	Check	1	3894		LORENTZ TERRI	Yes	No	No	USD	08/02/2019	54.00
			80917	173347	Check	1	4030		MASA	Yes	No	No	USD	08/02/2019	299.00
			80901	173348	Check	1	12957	1	MIDCONTINENT COMMUNICATIONS	Yes	No	No	USD	08/02/2019	419.23
			80900	173349	Check	1	12571		MIDWEST MACHINERY CO	Yes	No	No	USD	08/02/2019	78.98
			80898	173350	Check	1	10675		MORROW TINA	Yes	No	No	USD	08/02/2019	54.00
			80907	173351	Check	1	16402		O'BRIEN JONATHAN	Yes	No	No	USD	08/02/2019	6.00
			80920	173352	Check	1	7805		OPAY DANIELLE	Yes	No	No	USD	08/02/2019	40.00
			80913	173353	Check	1	1693		PETTY CASH-MARGARET DEGLMAN	Yes	No	No	USD	08/02/2019	80.00
			80919	173354	Check	1	5472	4	SAM'S CLUB	Yes	No	No	USD	08/02/2019	30.00
			80923	173355	Check	1	9813		SCIENCE EXPLORERS	Yes	No	No	USD	08/02/2019	630.00
			80921	173356	Check	1	9084	1	SPARTAN PROMOTION	Yes	No	No	USD	08/02/2019	1,153.16
			80903	173357	Check	1	14333		UPPER LAKES FOODS, INC.	Yes	No	No	USD	08/02/2019	611.99
			80902	173358	Check	1	13262	1	WALMART COMMUNITY/GECRB	Yes	No	No	USD	08/02/2019	874.89
			80930	173359	Check	1	14331		AIRMAXX TRAMPOLINE PARK	Yes	No	No	USD	08/06/2019	414.00
			80932	173360	Check	1	10795	1	ACE SOLID WASTE, INC	Yes	No	No	USD	08/09/2019	4,433.26
			80955	173361	Check	1	8007		ANDOVER HIGH SCHOOL	Yes	No	No	USD	08/09/2019	100.00
			80934	173362	Check	1	11427	1	AT&T MOBILITY	Yes	No	No	USD	08/09/2019	176.67
			80954	173363	Check	1	7328		AUTO BODY TECHNICIANS	Yes	No	No	USD	08/09/2019	1,112.60
			80931	173364	Check	1	10364		BORDER STATES ELECTRIC SUPPLY	Yes	No	No	USD	08/09/2019	148.05
			80941	173365	Check	1	14336	1	COLE PAPERS, INC.	Yes	No	No	USD	08/09/2019	22,264.55
			80940	173366	Check	1	14103		CULLIGAN BOTTLED WATER	Yes	No	No	USD	08/09/2019	37.52
			80947	173367	Check	1	15976		ECO SHRED MN, INC.	Yes	No	No	USD	08/09/2019	105.75
			80945	173368	Check	1	15318		EKON-O-PAC	Yes	No	No	USD	08/09/2019	616.80
			80948	173369	Check	1	16333	1	GO MINI MSP	Yes	No	No	USD	08/09/2019	180.00
			80956	173370	Check	1	8452		HENRY EMBROIDERY & SCREEN PR	Yes	No	No	USD	08/09/2019	107.50
			80951	173371	Check	1	3284		I.S.D. #911	Yes	No	No	USD	08/09/2019	131.61
			80933	173372	Check	1	11238		ICS CONSULTING, INC	Yes	No	No	USD	08/09/2019	19,547.86

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

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount	
0477	001	80946	173373	Check	1	15415	INDEPENDENT EMERGENCY SERVI	Yes	No	No	USD	08/09/2019	75.39	
		80950	173374	Check	1	16413	M & H APPLIANCE SALES AND SERV	Yes	No	No	USD	08/09/2019	2,029.00	
		80958	173375	Check	1	9786	M. GROEBNER CONSTRUCTION, INC	Yes	No	No	USD	08/09/2019	9,520.00	
		80937	173376	Check	1	12957	1	MIDCONTINENT COMMUNICATIONS	Yes	No	No	USD	08/09/2019	1,208.36
		80957	173377	Check	1	8698	MINN SPRA	Yes	No	No	USD	08/09/2019	95.00	
		80935	173378	Check	1	11477	MINUTEMAN PRESS	Yes	No	No	USD	08/09/2019	410.45	
		80943	173379	Check	1	15203	MSOPA-MN SUPERINTENDENT OFFI	Yes	No	No	USD	08/09/2019	50.00	
		80938	173380	Check	1	13355	1	PALMER BUS SERVICE, INC.	Yes	No	No	USD	08/09/2019	6,952.07
		80952	173381	Check	1	5038	1	PITNEY BOWES	Yes	No	No	USD	08/09/2019	252.00
		80936	173382	Check	1	12269	3	PRINCETON FOOTBALL BOOSTER C	Yes	No	No	USD	08/09/2019	805.39
		80953	173383	Check	1	5149	PRINCETON RENTAL INC.	Yes	No	No	USD	08/09/2019	83.00	
		80949	173384	Check	1	16336	SPORTS ENGINE INC	Yes	No	No	USD	08/09/2019	295.00	
		80939	173385	Check	1	13481	1	SUMMIT FIRE PROTECTION	Yes	No	No	USD	08/09/2019	115.00
		80942	173386	Check	1	14868	U.S. BANK EQUIPMENT FINANCE	Yes	No	No	USD	08/09/2019	1,463.54	
		80944	173387	Check	1	15226	ULTIMATE SPORTS AND APPAREL	Yes	No	No	USD	08/09/2019	496.00	
		80967	173388	Check	1	14313	D.S. Erickson & Associates, PLLC	Yes	No	No	USD	08/15/2019	251.89	
		80970	173390	Check	1	16090	US POST OFFICE - MADELIA	Yes	No	No	USD	08/13/2019	2,580.33	
		80978	173391	Check	1	11590	2	APPERSON	Yes	No	No	USD	08/20/2019	660.48
		80973	173392	Check	1	10364	BORDER STATES ELECTRIC SUPPLY	Yes	No	No	USD	08/20/2019	1,399.75	
		80979	173393	Check	1	11973	BRAUN INTERTEC CORPORATION	Yes	No	No	USD	08/20/2019	3,599.75	
		80988	173394	Check	1	16209	BULBS.COM	Yes	No	No	USD	08/20/2019	644.68	
		80991	173395	Check	1	1840	C.M.E.R.D.C.	Yes	No	No	USD	08/20/2019	43.75	
		80971	173396	Check	1	10069	DALCO	Yes	No	No	USD	08/20/2019	5,763.29	
		80992	173397	Check	1	2270	ECM PUBLISHERS INC.	Yes	No	No	USD	08/20/2019	82.60	
		81005	173398	Check	1	9068	EDUCATORS BENEFIT CONSULTANT	Yes	No	No	USD	08/20/2019	840.42	
		80993	173399	Check	1	2331	EGAN COMPANY	Yes	No	No	USD	08/20/2019	656.22	
		80982	173400	Check	1	13698	FLINT TONER.COM	Yes	No	No	USD	08/20/2019	612.00	
		80994	173401	Check	1	2778	1	GOPHER STATE ONE CALL INC	Yes	No	No	USD	08/20/2019	10.80
		81004	173402	Check	1	6645	GRAINGER	Yes	No	No	USD	08/20/2019	118.38	
		80984	173403	Check	1	13869	GRANT ASSIST CONSULTING	Yes	No	No	USD	08/20/2019	210.00	
		80995	173404	Check	1	2955	HANDYMAN'S INC.	Yes	No	No	USD	08/20/2019	459.00	
		80985	173405	Check	1	14773	HILLER COMMERCIAL FLOORS	Yes	No	No	USD	08/20/2019	22,812.68	
		80976	173406	Check	1	11238	ICS CONSULTING, INC	Yes	No	No	USD	08/20/2019	15,854.25	
		80975	173407	Check	1	10909	3	INNOVATIVE OFFICE SOLUTIONS, LL	Yes	No	No	USD	08/20/2019	14,098.90
		80972	173408	Check	1	10237	INTEGRATED SYSTEMS CORPORATI	Yes	No	No	USD	08/20/2019	416.67	
		80980	173409	Check	1	12552	IXL LEARNING	Yes	No	No	USD	08/20/2019	20,700.00	
		80996	173410	Check	1	3701	LAKESHORE LEARNING MATERIALS	Yes	No	No	USD	08/20/2019	125.00	
		80987	173411	Check	1	15642	LARSON ENGINEERING, INC.	Yes	No	No	USD	08/20/2019	1,000.00	
		81006	173412	Check	1	9786	M. GROEBNER CONSTRUCTION, INC	Yes	No	No	USD	08/20/2019	725.00	
		80974	173413	Check	1	10432	2	MEI TOTAL ELEVATOR SOLUTIONS	Yes	No	No	USD	08/20/2019	338.48
		80986	173414	Check	1	15566	PC PARTS PLUS, LLC	Yes	No	No	USD	08/20/2019	3,083.00	

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

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477		001	80997	173415	Check	1	5127		PRINCETON ELECTRIC	Yes	No	No	USD	08/20/2019	320.00
			80977	173416	Check	1	11494	1	PUMP & METER SERVICE, INC	Yes	No	No	USD	08/20/2019	321.00
			80998	173417	Check	1	5214	1	QUILL CORPORATION	Yes	No	No	USD	08/20/2019	872.13
			80999	173418	Check	1	5254	2	REALLY GOOD STUFF	Yes	No	No	USD	08/20/2019	97.33
			81000	173419	Check	1	5553	6	SCHOLASTIC INC	Yes	No	No	USD	08/20/2019	156.59
			80981	173420	Check	1	13481	1	SUMMIT FIRE PROTECTION	Yes	No	No	USD	08/20/2019	5,584.65
			81001	173421	Check	1	6015		SUPREME SCHOOL SUPPLY CO.	Yes	No	No	USD	08/20/2019	362.38
			80989	173422	Check	1	16299		TRUSTED EMPLOYEES	Yes	No	No	USD	08/20/2019	20.00
			80990	173423	Check	1	16343		TWIN CONSTRUCTION, LLC	Yes	No	No	USD	08/20/2019	3,850.00
			81002	173424	Check	1	6312	3	US GAMES	Yes	No	No	USD	08/20/2019	993.29
			81003	173425	Check	1	6464		WATERMANAGEMENT SERVICES	Yes	No	No	USD	08/20/2019	147.07
			80983	173426	Check	1	13827		WOLD ARCHITECTS AND ENGINEER	Yes	No	No	USD	08/20/2019	9,211.51
														Bank Total: 001	\$227,580.95
														Report Total:	\$227,580.95

**PRINCETON PUBLIC SCHOOLS  
TREASURER'S REPORT  
MONTHLY CASH FLOW REPORT FOR JULY 2019**

<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>	12,894,966.20	1,207,429.31	2,995,272.52	(16.47)	11,107,122.99
<b>02 Food Service</b>	576,058.76	18,406.07	48,184.71	(1,441.13)	546,280.12
<b>04 Community Service</b>	527,744.68	93,776.82	127,673.49	(773.30)	493,848.01
<b>06 Building</b>	4,254,486.56	7,625.87	829,270.26	0.00	3,432,842.17
<b>07 Debt Service</b>	2,694,506.65	59,638.96	805,368.75	0.00	1,948,776.86
<b>10 Activities</b>	146,611.69	14,230.42	18,135.84	0.00	142,706.27
<b>TOTAL</b>	21,094,374.54	1,401,107.45	4,823,905.57		17,671,576.42

**Bank Accounts**

<b>AP/PR Account (Bremer)</b>	<b>556,352.29</b>
<b>MSDLAF+</b>	<b>2,651,305.88</b>
<b>Investments (Fd01)</b>	<b>11,243,127.52</b>
<b>Facility Bond (Fd06)</b>	<b><u>3,432,842.17</u></b>
	<b>17,883,627.86</b>
<b>O/S Accts Pay Checks</b>	<b>(126,248.33)</b>
<b>O/S Payroll Checks</b>	<b>(3,455.11)</b>
<b>O/S Wires</b>	<b>(84,090.00)</b>
<b>NSF Checks</b>	<b><u>1,742.00</u></b>
<b>TOTAL</b>	<b>17,671,576.42</b>

## Princeton Public Schools - ISD #477

### Wire Transfer Report

August 20, 2019

<u>Date:</u>	<u>Amount:</u>	<u>Description:</u>
7/15/2019	\$ 515,890.02	ACH File Transfer
7/15/2019	\$ 168,675.23	Federal Tax Wire Transfer
7/15/2019	\$ 28,747.31	State Tax Wire Transfer
7/15/2019	\$ 17,134.47	Select Account HSA
7/15/2019	\$ 550.71	MN Revenue
7/15/2019	\$ 97,626.51	TRA File Transfer
7/15/2019	\$ 19,954.91	PERA File Transfer
7/15/2019	\$ 255.50	MN Child Support File Transfer
7/15/2019	\$ 37,205.49	TSA File Transfer
7/31/2019	\$ 503,474.61	ACH File Transfer
7/31/2019	\$ 166,593.74	Federal Tax Wire Transfer
7/31/2019	\$ 28,758.36	State Tax Wire Transfer
7/31/2019	\$ 17,134.47	Select Account H S A
7/31/2019	\$ 466.60	MN Revenue
7/31/2019	\$ 96,681.43	TRA File Transfer
7/31/2019	\$ 18,733.57	PERA File Transfer
7/31/2019	\$ 255.50	MN Child Support File Transfer
7/31/2019	\$ 37,475.07	TSA File Transfer
8/5/2019	\$ 6,890.32	BMO Harris Bank - (Pcards)
8/5/2019	\$ 7.00	MN Revenue - (Sales tax)
7/5/2019	\$ 2,432.64	Further
7/11/2019	\$ 956.01	Further
7/18/2019	\$ 1,716.94	Further
7/22/2019	\$ 350.75	Further
7/25/2019	\$ 2,903.75	Further
	\$	
<b>TOTAL</b>	<b>\$ 1,770,870.91</b>	

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 Football boosters

Description of gift: \$6000.00 for coaches

Pre-Condition, Condition, or Limitation on use:  
use to pay coaches

How this gift specifically relates to the program or school: helps allow our staff to benefit from more assistance

This gift meets all requirements of Policy 706

Accepted  Not Accepted *[Signature]* Staff Name \_\_\_\_\_ Date: 8/1/19  
Principal or Director

Accepted  Not Accepted *[Signature]* Date: 8/13/19  
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

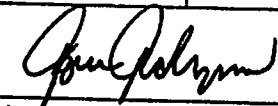
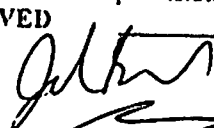

Board Approval

Revised: October 29, 2013

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

Type	Date Submitted	Grant Name	School	Applicant	Approx Funds
Grant	7.17.19	USTA	HS	Kelly Dorr	\$7,520.00

FUNDRAISING APPROVAL FORM

Date of fundraiser: <b>September 3, 2019</b>		Projected profit: <b>\$700<sup>00</sup></b>		Amount earned:	
Group or organization proposing the fundraiser: <b>PI ART DEPARTMENT</b>				Item(s) being sold: <b>VARIOUS ITEMS</b>	
Company/organization supplying items to be sold: <b>ART TO REMEMBER</b>					
The money raised will be used for: <b>ART SUPPLIES &amp; MATERIALS</b>					
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.			<input checked="" type="checkbox"/>	
2.	The charity involved has been selected by the student body as one in which they wish to participate (if applicable).			<input checked="" type="checkbox"/>	
3.	Addressed envelopes are available to people who prefer to donate directly rather than purchase a product.				<input checked="" type="checkbox"/>
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.			<input checked="" type="checkbox"/>	
5.	Information is going home with the students to the parents explaining the district's fundraising policy.			<input checked="" type="checkbox"/>	
6.	I have discussed this fundraiser with the administrator and have identified the purpose of the fundraiser.			<input checked="" type="checkbox"/>	
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.			<input checked="" type="checkbox"/>	
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.			<input checked="" type="checkbox"/>	
I have reviewed Policy #511 Fundraising and agree to its provisions:					
Date: <b>8-5-19</b>		Teacher/Sponsor Signature: 			
As administrator, I understand that approval of this fundraiser means that all provisions of the above policy have been complied with to my satisfaction. <input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED					
Date: <b>8/9/19</b>		Administrator Signature: 			
Date: <b>8/13/19</b>		Superintendent Signature: 			
Date: **		School Board Chair Signature: **			

## ATHLETIC TRAINING PROGRAM SERVICES AGREEMENT

THIS SERVICES AGREEMENT (this “Agreement”) is made and entered into on the 1st day of August, 2019 (“Commencement Date”) by and between Fairview Health Services (“Fairview”), a Minnesota nonprofit corporation, and Independent School District No. 477 (“District”), contracting on behalf of Princeton High School (“School”) for a two-year period, the 2019-2020 and 2020-2021 school years (the “Term”). Fairview, District, and School may be referred to throughout this Agreement in singular as “party” and collectively as “parties”.

### RECITALS

**A.** Fairview Health Services (“Fairview”) is a nonprofit charitable organization that seeks to improve the health of individuals by offering various types of health and wellness services to regional communities.

**B.** In furtherance of Fairview’s mission, Fairview, a division of Fairview, provides athletic training services to schools in Minnesota through its Athletic Training Program.

**C.** District, contracting on behalf of School, desires to engage Fairview to provide the athletic training services and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

### ARTICLE 1 SERVICES

**1.1 Appointment of Fairview.** District hereby appoints Fairview as its exclusive provider of athletic training services at School for the Term of this Agreement and Fairview accepts such appointment.

**1.2 Fairview’s Obligations.** During the term of this Agreement, Fairview shall provide the following services to School:

**1.2.1 Certified Athletic Trainer.** Fairview shall provide the services of a certified athletic trainer. Fairview has sole discretion to select any qualified individual(s) to serve as the certified athletic trainer(s) under this Agreement, and Fairview may from time to time appoint different individuals to provide such services.

**(a)** The athletic trainer shall be present at the School for the Regular Athletic Training Room Hours set forth on **Exhibit 1**.

**(b)** Regular Athletic Training Room Hours shall begin on the first day of season practice in August as agreed to by the parties. There will be no athletic training room coverage on the school holidays set forth on **Exhibit 2**, unless otherwise agreed to by Fairview and District. It is understood that the athletic trainer may be absent from the school for up to five

(5) days of coverage due to illness, vacation, attending Continuing Education events, or other similar situations. If this occurs, either the athletic trainer or the Director of Rehabilitation Services will notify the Activities Director as soon as the situation arises.

(c) The athletic trainer shall be certified by the National Athletic Trainers Association and licensed in the state of Minnesota, and Fairview will verify annually updated licensing. The athletic trainer will also be certified in Basic Life Support (CPR) as defined by the American Heart Association. Generally, the athletic trainer shall report to the Director Rehabilitation Services or designated supervisor and also to the Activities Director of School.

(d) During training room hours, the athletic trainer shall report to the Head Coach of each in-season sport, and/or the Activities Director of the School, and shall provide the following training room services:

- (i) first aid and emergency care to all athletes as needed;
- (ii) injury assessments of all athletes and communication of these findings to coaches, parents, physicians, School officials (Principal, Activities Director, School Nurse or other officials but only if the information is required as part of the School policy and within their scope of practice); and any other health care provider engaged in the treatment and/or coordination of care of the student athlete;
- (iii) preventative taping and strapping to athletes as needed;
- (iv) treatment to athletes within the scope of practice of the athletic trainer and/or under the supervision of a physician;
- (v) record maintenance of the following records in an organized and concise manner, including maintaining treatment records of each athlete, and a medical record, parental consent and emergency information of each athlete; and
- (vi) pre-season and game preparation of equipment, supplies and the training room to facilitate the most efficient use of the athlete's time.
- (vii) The athletic trainer will facilitate ImPACT for baseline concussion testing at no cost for sports outlined in **Exhibit 1** and will communicate dates to coach who will help with parent and athlete participation. The School shall provide a computer testing area to use for testing. Other sports may also be offered ImPACT baseline tests at a cost of \$5/student.
- (viii) The athletic trainer will facilitate functional movement testing as requested by the School.

- (e) The athletic trainer shall provide the following administrative services:
  - (i) provide the Activities Director with a proposed budget for expendable supplies on an annual and/or as needed basis if requested;
  - (ii) provide the Activities Director with a proposed budget for equipment on an annual basis, if requested;
  - (iii) communicate, either in writing or verbally, with the Head Coach, and/or the Activities Director of the School, when an athlete is injured and thus is unable to participate in practice and/or games; and
  - (iv) maintain an accurate inventory of all supplies and notify the Activities Director when supplies need to be ordered.

**1.2.2 Qualified Medical Personnel.** Fairview shall provide qualified medical personnel to render first aid and athletic training to athletes as needed at the Regular Season Athletic Events specified in **Exhibit 1**. Additional coverage may be added during the term of the contract upon mutual agreement. School shall provide Fairview with specific dates, places, and times of the events at least three (3) weeks prior to the start of each season. The athletic trainer must be informed of any events that are added or changed within a timely manner. Last minute changes in event coverage may cause a lapse in ability to cover event. When two events occur simultaneously, Fairview will attempt to cover both events, upon request, as possible. If coverage is not available, Fairview will contact the Activities Director to set up a contingency plan for medical communication. Any such lapse shall not be considered a material breach of this Agreement.

**1.2.3 Tournaments.** This Agreement does not cover athletic training coverage at tournaments. Tournaments shall be construed as any multiple team contest outside of the scheduled Regular Season Athletic Events, except wrestling quad meets and track meets scheduled to last less than four (4) hours in duration. If the wrestling quad meets and track meets unexpectedly last longer than four (4) hours in duration, Fairview will be compensated at the rate of \$25.00 per hour for services provided. Coverage for all other tournament events may be provided by Fairview under separate contractual agreements at rates to be negotiated by Fairview and District for each event, and/or the rates set forth in **Exhibit 1**.

**1.2.4 Educational Programs.**

- (a) **Educational Programs.** Fairview staff shall be available to provide:
  - (i) consultative services to coaches in the areas of conditioning, diet, safety and nutrition; and
  - (ii) in-service education classes to teachers, coaches, and parents.

Fairview and School shall determine specific details regarding the general Educational Programs by mutual agreement, as needed. Fairview reserves the right to assess fees for the Educational Program.

### **1.3 Confidentiality**

**1.3.1 Maintenance, Storage and Disclosure of Treatment Records.** All treatment records prepared by Fairview’s athletic trainers shall be maintained and stored by School. Fairview and District acknowledge that the Minnesota Government Data Practices Act, the Family Educational Rights and Privacy Act and other laws and regulations apply to private information obtained and/or used by Fairview, District, and/or School in the course of performing their contractual duties herein and that the obligations imposed therein shall apply to all parties to the same extent, and further that such private information shall never be disclosed to any third party without the procedures required by law. Further, Fairview and District agree to modify this Agreement as necessary to comply with any applications of federal and state laws regarding confidential health information. Should any applications of or modifications of the current or future laws make provisions in this Agreement invalid, the Fairview and District agree to negotiate in good faith to reach a new agreement that addresses those changes, and if such agreement cannot be reached, Fairview shall have the right to terminate this Agreement pursuant to Section 2.2 of this Agreement. This provision shall survive the termination of the Agreement.

**1.3.2 General Confidentiality (a)** District and Fairview acknowledge that certain information that each may receive from the other, including (without limitation) information concerning the business, services, products, customers, or finances of either party, and any other confidential or proprietary information the disclosure of which might harm or destroy a competitive advantage of the disclosing party, is confidential and proprietary to the disclosing party (“Confidential Information”). Neither receiving party shall, directly or indirectly, disclose to any party other than its employees, affiliated companies, and authorized agents or contractors with a legitimate need to know (and even then only to such extent as is necessary and essential to complete the Work), any Confidential Information whether or not in writing and whether or not designated as confidential, without the prior written permission of the disclosing party, unless such disclosure is specifically required in the course of the performance by the receiving party of its obligations hereunder. Each receiving party shall ensure that its personnel performing the services or having access to Confidential Information shall preserve the confidential nature of such information, and shall be primarily liable for any breaches of the obligations arising under this Section by its personnel.

The obligations of the School and Fairview under this Section shall not extend to any information which the receiving party can show through documented evidence: (i) becomes publicly available other than through the action of the receiving party; (ii) is subsequently rightfully furnished to the receiving party by a third party without restriction on disclosure; (iii) is furnished by the disclosing party to a third party without restriction on disclosure; or (iv) is rightfully known by the receiving party at the time of receiving such information.

Notwithstanding the foregoing, if any Confidential Information is supplied to the School by a third party having a legal right to disclose it, then: (a) School shall have the right to use that

portion of the Confidential Information so disclosed only in connection with work done for that third party; and (b) such disclosure by that third party shall not place that portion of the Confidential Information in the public domain, and shall not relieve the School of its obligations under this Agreement.

(b) In the event that the receiving party receives a request to disclose all or any part of any Confidential Information under the terms of a valid records request, subpoena or any other order issued by a court of competent jurisdiction or by another governmental agency, such party shall: (i) promptly notify the disclosing party of the existence, terms and circumstances surrounding such a request; (ii) consult with the disclosing party on the advisability of taking steps to resist or narrow such request (iii) if disclosure of such Confidential Information is required, furnish only such portion of the Confidential Information as the receiving party is advised by counsel is legally required to be disclosed; and (iv) cooperate with the disclosing party, at the disclosing party's expense, in its efforts to obtain an order or other reliable assurance that confidential treatment will be accorded to such portion of the Confidential Information that is required to be disclosed.

**1.3.3 Confidentiality of Patient Records:** In addition to the foregoing and to the extent applicable, all medical information and / or data concerning specific patients (including, but not limited to, the identity of the patients), which is considered "protected health information" as defined by the Health Insurance Portability and Accountability Act of 1996 and regulations promulgated thereunder ("HIPAA") and Health Information Technology for Economic and Clinical Health Act included in the American Recovery and Reinvestment Act of 2009 ("HITECH") that is derived from or obtained during the course of the services performed under this Agreement, shall be treated by the parties as confidential so as to comply with all applicable JCAHO standards (The Joint Commission), state and federal laws and regulations regarding confidentiality of "protected health information", including HIPAA and HITECH, and shall not be released, disclosed, or published to any party other than as required or permitted under applicable laws. If disclosed or published in accordance with applicable laws then the parties agree to include the requirements of this section in any agreement or arrangement with any subcontractor with whom it contracts with respect to such health data or with any person to whom it will provide or allow access to any or all such health data.

If Fairview will conduct Standard Transactions for or on behalf of School, it will comply, and will require each subcontractor or agent involved with the conduct of such Standard Transactions to comply, with each applicable requirement of 45 C.F.R. Part 162. Fairview will not enter into, or permit its subcontractors or agents to enter into, any Trading Partner Agreement in connection with the conduct of Standard Transactions for or on behalf of School that: (i) changes the definition, data condition, or use of a data element or segment in a Standard Transaction; (ii) adds any data elements or segments to the maximum defined data set; (iii) uses any code or data element that is marked "not used" in the Standard Transactions's implementation specification or is not in the Standard Transaction's implementation specification; (iv) changes the meaning or intent of the Standard Transaction's implementation specification. Fairview also agrees to enter into any other Agreement, if necessary, as required by HIPAA.

Further, the parties shall make all other changes necessary to comply with any modifications in any current state and federal laws, such as HIPAA, HITECH or any future state and federal laws

in regards to “protected health information” or any other confidential patient information. Should any modifications occur in the current or future laws that make provisions in this Agreement invalid, the parties agree to negotiate in good faith to reach a new agreement that addresses those changes.

**1.3.4 HIPAA Information Packet.** Fairview will provide to School an informational packet concerning HIPAA that will include Fairview Health Services’ Privacy Notice or alternatively provide a link to such informational packet. The School will be authorized to copy the information contained in the packet and shall provide the packet to each student athlete (or parents) prior to his/her participation in a School sport in which Fairview will be providing services. Additionally, the School warrants and represents to Fairview that it will require that the parent(s) sign the Minnesota State High School League eligibility form which includes privacy protection language, and will provide a copy to Fairview upon request.

**1.4 Payment.** Services under this Agreement shall be billed and paid at the rate listed in **Exhibit 1**, or at the rates negotiated pursuant to Section 1.2.3. Fairview shall provide an invoice for services rendered in the preceding sports season to School within thirty (30) days of the end of each sports season. As full consideration for Fairview under this Agreement, District shall pay Fairview within 30 days of the date of billing.

**1.5 Advertising.** The school agrees to allow Fairview to advertise at the school, on its website and in programs at no charge as agreed upon by both parties. Also, the school agrees to allow Fairview to be recognized as the provider of athletic training services through announcements and rosters at sporting events throughout the year. The School represents to Fairview that the District is in agreement with this provision or that the School does not have to obtain the approval of the District. In consideration for services, the School agrees to offer Fairview first right of refusal on advertising opportunities and the exclusive rights in the category of medical services.

## ARTICLE 2 DURATION AND TERMINATION

**2.1 Term.** This Agreement shall commence on the Commencement Date and shall end on midnight of the two (2) year anniversary of the Commencement Date.

**2.2 Termination.** This Agreement shall terminate under any of the following circumstances:

**2.2.1** The expiration of the Term, unless extended or renewed by the mutual agreement of the parties expressed in writing.

**2.2.2** By mutual written agreement of the parties.

**2.2.3** Upon default by either party under any material term of this Agreement and failure to cure such default within ten (10) days after receipt of written notice specifying the precise nature of such default. Upon failure to cure such default, the Agreement shall be deemed terminated without further action and the non-defaulting party shall be entitled to any remedies at law or equity that may be relevant as damages for such default.

2.2.4 Upon the bankruptcy or dissolution of either party.

2.2.5 Upon the failure of Fairview and District to reach an agreement for modification of the agreement pursuant to Section 1.4.

2.2.6 If either party fails to maintain insurance as required by Section 4.12.2.

2.2.7 If Fairview, in its sole discretion, decides that it is no longer feasible or in its best interest to continue the athletic training program provided it gives School not less than ninety (90) days' notice.

2.3 **Non-solicitation.** For a one-year period following termination of this agreement, for any reason, district and school shall neither directly nor indirectly solicit, employ, or engage the services of any athletic trainer who provided services under this agreement. Should District or School desire to employ or engage the services of any athletic trainer who provided services under this agreement, district shall provide a ninety (90) day notice to Fairview. District and School may continue to utilize the athletic trainer under this agreement during this ninety (90) day notice period, and at the end of which, district agrees to pay a fee of [ten thousand dollars (\$10,000.00)] to Fairview.

### **ARTICLE 3 MUTUAL INDEMNIFICATION**

Each party to this Agreement shall defend, hold harmless and indemnify the other party hereto against any and all claims, liabilities, damages, judgments, costs and expenses (including reasonable attorney's fees and costs) asserted against, imposed upon or incurred by the other party that arises out of, or in connection with, the party's default under or failure to perform any contractual or other obligations, commitment or undertaking under this Agreement, or any other act or omission of a party or its employees, agents, or representatives to the extent allowed by the law. Each party further agrees that it shall be responsible for its own acts and results thereof to the extent authorized by law, and shall not be responsible for the acts of the other party and the results thereof. The provision of this Article shall survive the termination of the Agreement with respect to any claim, action, or proceeding that relates to acts or omissions occurring during the term of this Agreement.

### **ARTICLE 1 MISCELLANEOUS**

2.3 **Integration.** This Agreement, including all exhibits, represents the entire agreement between the parties and supersedes all prior oral and written agreements, understandings, representations and warranties relating to the subject matter.

2.4 **Amendment.** Modification of this Agreement can be effected only by written mutual consent of both parties. Notwithstanding the foregoing, at Fairview's discretion, Fairview may amend this Agreement upon written notice to District to comply with any applicable law or regulation, or any order or directive of any governmental agency.

**2.5**            **Assignment.** District may not assign this Agreement without the express written consent of Fairview. This Agreement may be assigned by Fairview without the consent of District to any successor entity or an entity which acquires all, or substantially all of the assets and business operations of Fairview.

**2.6**            **Notices.** All notices hereunder by either party to the other shall be in writing. All notices, demands and requests shall be deemed given when mailed, postage prepaid, registered or certified mail, return receipt requested.

If to Fairview:

Lori Glover  
Director of Rehabilitation  
10961 Club West Parkway  
Suite 200  
Blaine, MN 55449

If to District:

Activities Director  
Princeton High School  
807 8<sup>th</sup> Ave S.  
Princeton, MN 55371

with a copy to:

Fairview Legal Department: Attn: Kim Halva  
Fairview Health Services  
2450 Riverside Avenue  
Minneapolis, MN 55454-1395

or to such other address or to such other person as may be designated by written notice given from time to time during the term of this Agreement by one party to the other.

**2.7**            **Severability.** In the event any provision of this Agreement is declared invalid, the remainder of the Agreement shall remain in full force and effect as if the invalid provision or provisions had never been a part of the Agreement.

**2.8**            **Compliance With Terms.** Failure to insist upon strict compliance with any of the terms herein (by way of waiver or breach) by either party hereto shall not be deemed to be a continuous waiver in the event of any future breach or waiver of any condition hereunder.

**2.9**            **Rights of Parties.** Nothing in this Agreement, whether express or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any persons other than the parties to this Agreement and to their respective successors and assigns.

**2.10**          **Succession.** This Agreement shall be binding upon and inure to the benefit of any successor entities to Fairview which continues the provision of Athletic Training program to School.

**2.11 Waiver.** The failure of any party to complain of any default by the other party hereunder or to enforce any of such party's rights hereunder, no matter how long such failure may continue, shall never constitute a waiver of such party's rights hereunder, including, but not limited to, the right to seek monetary damages for default.

**2.12 Headings.** Section headings are provided herein solely for the convenience of the parties, and shall not affect the interpretation or application of this Agreement.

**2.13 Nature of Relationship.** Nothing in this Agreement is intended or should be construed as creating the relationship of copartners, joint ventures or an association between Fairview and District, nor shall either party, its employees, students, agents and representatives be considered employees, agents and representatives of the other party.

**2.14 Insurance.**

**2.14.1 Student Insurance.** Students are responsible for their own personal, health and travel insurance.

**2.14.2 Parties' Insurance.** Each party to this Agreement shall exchange Certificates of Insurance with the following minimum limits:

- (a) Professional and General Liability limits of \$1,000,000 per occurrence and \$3,000,000 aggregate;
- (b) workers' Compensation within statutory limits; and
- (c) \$1,000,000 hired and non-owned Auto Liability.

**2.15 Governing Law.** This Agreement shall be construed under and governed by the laws of the state of Minnesota.

**2.16 Dispute Resolution.**

**2.16.1 Joint Committee.** In the event any dispute between Fairview and District arises out of or in connection with this Agreement ("Dispute"), either party may request in writing the creation of a committee consisting of 4 members ("Joint Committee"), to take up the Dispute. Within ten (10) days of a party delivering to the other party a written request for review by a Joint Committee, Fairview and District shall each appoint 2 representatives to the Joint Committee. The Joint Committee shall meet and resolve the Dispute within thirty (30) days after the Dispute is referred to it. Any recommendations of a Joint Committee to resolve a Dispute must be approved by both Fairview and District.

**2.16.2 American Arbitration Association.** If a Joint Committee fails to make a recommendation within thirty (30) days after the Dispute is referred to it, or if Fairview and District fail to approve the Joint Committee's recommendation within ten (10) business days after it is made, either party may submit the Dispute to arbitration. A party desiring arbitration shall notify the other party by serving written notice (delivered in person, by personal receipted

delivery, or by certified or registered mail, return receipt requested) on the other party within ten (10) days after conclusion of the Joint Committee or after the last date for approval of a Joint Committee's recommendation by the parties (whichever applies). The party demanding arbitration shall be responsible for initiating the arbitration process in accordance with the then current rules of the American Arbitration Association ("AAA") governing commercial arbitration. Upon receipt of the notice invoking arbitration, the parties shall conduct the arbitration with a single arbitrator mutually agreed upon by the parties. If the parties cannot agree on an arbitrator, the arbitration shall be conducted with a panel of three arbitrators, which shall be selected by each party selecting one arbitrator and the two arbitrators selecting a third arbitrator. Any arbitration shall be conducted in Minneapolis, Minnesota, shall comply with the laws of the State of Minnesota, and shall be conducted in accordance with the then current rules and procedures of the AAA. Not less than ten (10) business days before an arbitration hearing, each party shall disclose to the other a list of witnesses and a description of exhibits such party intends to introduce at the hearing, and only those witnesses that are listed and exhibits that are described may be introduced at the hearing. The costs associated with such arbitration, including the service of the arbitrator(s) and all other costs relating thereto (excluding fees and expenses of counsel to any party) shall be borne equally by the parties. The parties agree to abide by and perform any award rendered by an arbitrator. The determination of the arbitrator shall be final and binding upon the parties and a judgment upon the determination of the arbitrator may be entered in any court having jurisdiction thereof, pursuant to the Minnesota Uniform Arbitration Act. The arbitrator of any Dispute shall have no power to award punitive or exemplary damages, to add to, subtract from, modify or amend any provision of this Agreement, and shall be bound by controlling law.

**2.16.3** The time provisions contained herein are deemed to be of the essence, subject only to waiver by express written consent of the other party. If the party desiring arbitration fails to demand arbitration in the manner and within the time set forth herein, that party shall be deemed conclusively to have conceded its position as to the Dispute. For the purposes of this Section, "business days" means Monday through Friday, excluding holidays recognized by either party.

[The remainder of this page is intentionally left blank. Signature page follows.]

**IN WITNESS WHEREOF**, Fairview and District have executed this Agreement, and this Agreement is deemed effective as of the Commencement Date.

**FAIRVIEW HEALTH SERVICES**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

**INDEPENDENT SCHOOL DISTRICT NO. 477**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

**ACKNOWLEDGED BY: Princeton High School**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: Activities Director

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

**EXHIBIT 1 – ATHLETIC TRAINING PROGRAM SERVICES AGREEMENT:  
PRINCETON HIGH SCHOOL**

**Contracted Home Event Coverage, Regular Season – Other event coverage available at additional cost.**

**Football (Varsity, JV, B, 9<sup>th</sup> grade)  
Girls Soccer-(Varsity, JV, JVII)  
Boys Soccer-(Varsity, JV)  
Cross Country  
Volleyball-(Varsity, JV)  
Girls Swimming  
Girls Tennis  
Girls Hockey (Varsity, JV)  
Boys Hockey (Varsity, JV)  
Girls Basketball (Varsity, JV, 9<sup>th</sup> gr)  
Boys Basketball (Varsity, JV, B, 9<sup>th</sup> gr)  
Gymnastics (Varsity, JV)  
Wrestling (Varsity, JV)  
Boys Swimming  
Baseball (Varsity, JV)  
Softball (Varsity, JV)  
Track (Varsity)  
Boys Tennis**

**Athletic Training Room Coverage**

**Pre-season hours – 5 hours Monday – Friday and Saturday scrimmage, if played**

**Fall and Winter Season – 3 hours/day**

**Spring Season – 2 hours/day**

Payment for services – Services will be billed in three equal installments at the end of each season

2019-2020 year - \$24,000

2020-2021 year - \$24,000

**Additional Services – (recommended testing every other year)**

**ImPACT testing included in cost and available for the following sports:**

**Football, Soccer, Basketball, Wrestling, and Hockey**

**EXHIBIT 2 –ATHLETIC TRAINING PROGRAM SERVICES AGREEMENT:**

**PRINCETON**

Holiday Schedule

Labor Day (September 2, 2019)

Thanksgiving Day (November 28, 2019)

Seven Days to Include Christmas and New Year's Day (Dec 23, 24, 25, 26, 27, 30, 31, 2019 and Jan 1, 2020)

Two Days during Spring Break (April 10 and 13, 2020)

Memorial Day (May 25, 2020)

Once the Holiday Schedule for the 2020-21 school year is released, Princeton shall promptly send the schedule to Fairview to confirm dates.



# Board Report Bus & Transportation

2019-2020 School Year



# Thank You for what you do!

- 760,000 MN students take the school bus daily.
- Each of you are a valuable team member.
- Bus Drivers are the **first and last** person to see our students!
- Everyone is an Educator - Teacher, Principals, Bus Drivers, Custodians, Cooks, Parents.
- We are ALL in the Kid business.
- “Vehicles are one of the best modes of transportation. Relationships are one of the best vehicles of transportation”



## Bus Environment and Behaviors

- Driving Bus is one of the most difficult jobs!
- Bus & School Goals - Safe, respectful & positive
- We want to support students, parents & drivers.
- Bus is filled with challenges - Environment students are facing forward, drivers focused on driving, relaxed and loud environment, loose supervision.
- Students perform best in consistent and structured environment.
- Know above and below line behaviors.
- Acknowledge students will make mistakes.



# Setting & Teaching Expectations

- [Bus Expectations/Rules](#) - Reviewed and Posted
- RESPECT - I will Respect....
- Bus Zones - Primary, Intermediate, Middle, High School.
- Assigned Seats for students.
- Provide High Level of Customer Service



# Bus expectations and consequences

- **Bus Expectations** - Revised Policy, expectations and consequences. Hand for all.
- Minor vs. Major Behaviors - Distinguish
- Elementary vs. Secondary - Developmental
- Number of incidents - Progressive consequences
- Consequences - Fair and Reasonable
- Education - Teach/Reteach/Resolve.
- Parent Contact - Partnership
- Communication - Timely Response - Teamwork



# Tiger Pride on the Bus



## A positive bus ride can...

- Set the tone of the day
- Be a child's only positive experience
- Be a time to prepare for school
- Be a time to wind down from school



## Building Positive Relationships

- Make eye contact
- Greet student(s)
- Ask an open ended questions
- Greet groups of students if it is too difficult to greet individuals
- Responses both positive and negative give you information about the student!



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