

NOTICE

YELLOW MEDICINE EAST School Board Meeting



Tuesday, January 13, 2009 at 5:00 PM
Regular Meeting
YME High School Board Room

**Rescheduled from Monday, January 12, 2009 at 7:00 pm*

School Board Meeting Agenda

1. Call to Order 4
2. Oath of Office to New Board Members
3. Board Organization & Selection of Officers
 - A. Chair
 - B. Vice-Chair
 - C. Clerk
 - D. Treasurer
 - E. Finance Committee Representatives
 - F. Policy Committee Representatives
 - G. Buildings & Grounds Committee Representatives
 - H. Negotiations Committee Representatives
 - I. MVCC Board Representatives
 - J. MRVED Board Representative
 - K. MSHSL Representative
 - L. MSBA Liaison
4. Approval of Agenda
5. Approval of December 17, 2008 Meeting Minutes 6
6. Opportunity for Citizens to Speak
7. Reports
 - A. Finance Reports
 1. Approval of Bills 7
 2. Fund Balance Report 20
 3. Enrollment Report 21

4.	Food Service Report	22
B.	Student Council, Principal, Curriculum & Staff Development Reports	
1.	High School Student Council Report	23
2.	High School Principal Report - K. Norell	
3.	Bert Raney Elementary Principal Report - S. Hinz	24
4.	Curriculum/Staff Development Report - T. Schulte	
C.	Superintendent Report	25
8.	Policy Updates	
A.	Policy 601 - School District Curriculum & Instruction Goals	26
B.	Policy 603 - Curriculum Development	28
C.	Policy 611 - Home Schooling	30
D.	Policy 612.1 - Parental Involvement Policies for Title I Programs	33
E.	Policy 613 - Graduation Requirements	38
F.	Policy 614 - School District Testing Plan & Procedure	42
G.	Policy 615 - Minnesota Assessments, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students	47
H.	Policy 616 - School District System Accountability	49
I.	Policy 619 - Staff Development for Standards	54
J.	Policy 620 - Credit For Learning	56
K.	Policy 699 - Homebound or Hospital Instruction	62
L.	Policy 702 - Accounting	63
M.	Policy 702.1 Electronic Funds Transfers	65
N.	Repeal Policy 604 - Instructional Curriculum	
O.	Repeal Policy 612.2 - Elementary Parental Involvement for Title I Programs	
9.	Personnel Items	
A.	Leave of Absence Request - B. Leiseth	
B.	Long Term Substitute Contract - C. Michaelson	
C.	Leave of Absence Request - P. Loken	
D.	Spring Play Director - M. Fyling	
10.	Action Items	
A.	Determine Date for Second Board Meetings	
11.	Discussion Items	
A.	5-Year Planning Meeting	
12.	Correspondence	
A.	Article from MSBA Journal - January-February 2009	66
B.	2009 MREA Platform	69
C.	2009 MASA Legislative Platform	71
13.	Upcoming Events	74
14.	Adjourn	

YELLOW MEDICINE EAST PUBLIC SCHOOLS

Independent School District 2190

To: YME School Board Members
From: Allen Stoeckman, Superintendent
Date: January 9, 2009
RE: Board Meeting – January 12, 2009

The agenda notes for the January 12 Board meeting are as follows. Supporting exhibits are posted on BoardBook. Please let Denise know if you will be unable to attend.

- | Item | Description |
|------|--|
| 1. | Call to Order – <i>I will call the meeting to order, deliver the Oath of Office to the new board members, and facilitate the meeting until the Chair has been determined. The Chairperson will then preside over the remainder of the meeting.</i> |
| 2. | Oath of Office to New Board Members |
| 3. | Board Organization & Selection of Officers <ul style="list-style-type: none">A. ChairB. Vice-ChairC. ClerkD. TreasurerE. Finance Committee Representatives (2-3)F. Policy Committee Representatives (2-3)G. Buildings & Grounds Committee Representatives (2-3)H. Negotiations Committee Representatives (2-3)I. MVCC Board Representatives (3)J. MRVED Board Representative (1)K. MSHSL Representative (1)L. MSBA Liaison (1) |
| 4. | Approval of Agenda |
| 5. | Approval of December 17, 2008 Meeting Minutes |
| 6. | Opportunity for Citizens to Speak |
| 7. | Reports <ul style="list-style-type: none">A. Finance Reports<ul style="list-style-type: none">1. Approval of Bills2. Fund Balance Report3. Enrollment Report4. Food Service ReportB. Student Council, Principal. Curriculum & Staff Development Reports<ul style="list-style-type: none">1. High School Student Council Report2. High School Report – K. Norell3. Elementary Report – S. HinzC. Superintendent Report |

8. **Policy Updates** (The policies below were reviewed by YME administrators.) *Recommend approval of A-M and repeal of N-O.*
 - A. Policy 601 – School District Curriculum & Instruction Goals (New to meet MN statute 120B.11 regarding curriculum and instruction)
 - B. Policy 603 – Curriculum Development (New to meet MN statute 120B.11)
 - C. Policy 611 – Home Schooling (Revised)
 - D. Policy 612.1 – Parental Involvement Policies for Title I Programs (Combined with 612.2)
 - E. Policy 613 – Graduation Requirements (New to meet MN statute 120B.11)
 - F. Policy 614 – School District Testing Plan & Procedure (Revised)
 - G. Policy 615 – Minnesota Assessments, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students (Revised)
 - H. Policy 616 – School District System Accountability (Revised)
 - I. Policy 619 – Staff Development for Standards (Revised)
 - J. Policy 620 – Credit for Learning (Reviewed)
 - K. Policy 699 – Homebound Instruction (Revised)
 - L. Policy 702 – Accounting (New to meet Audit requirements)
 - M. Policy 702.1 – Electronic Fund Transfers (New to meet Audit requirements)
 - N. Repeal Policy 604 – Instructional Curriculum (Covered under 613)
 - O. Repeal Policy 612.2 – Elementary Parental Involvement for Title I Programs (Combined into 612.1)

9. **Personnel Items** *Recommend approval of each item.*
 - A. Leave of Absence Request – B. Leiseth (Medical, based on doctor’s recommendation)
 - B. Long Term Substitute Contract – C. Michaelson
 - C. Leave of Absence Request – P. Loken (Medical, based on doctor’s recommendation)
 - D. Spring Play Director Contract – M. Fyling

10. **Action Items**
 - D. Determine Date for Second Board Meetings. (Currently the second monthly board meeting is set for the fourth Tuesday of the month. This is a conflict for Larry because of a monthly hospital board meeting.) *Recommend the fourth Monday of the month.*

11. **Discussion Items**
 - A. 5-Year Planning Meeting scheduled for January 26 (Board members and stakeholders will review the mission/vision, chart the course for academics, staffing, operations, facilities, community support, and marketing of ISD 2190.)

12. **Correspondence**
 - A. Article from MSBA Journal – January-February 2009
 - B. 2009 MREA Platform
 - C. 2009 MASA Legislative Platform

13. Upcoming Events & Activities

14. Adjourn

**YELLOW MEDICINE EAST ISD #2190
SPECIAL SCHOOL BOARD MEETING MINUTES
DECEMBER 17, 2008 – 12:00 NOON
YME BOARD ROOM**

Board Members Present: Rich Jepson, Art Rillo, Grant Velde, Elmo Volstad

Board Members Absent: Cheryl Eckhardt, Chad Fischer

Community / Staff Members Present: LeeAnn Boushek, Al Stoeckman, Denise Streich,

Chairman Volstad called the meeting to order.

Chairman Volstad approved the agenda for the meeting.

Motion by Velde, second by Rillo and carried to adopt and certify the 2008 pay 2009 levy.

Motion by Rillo, second by Jepson and carried to approve the 2008 audit report.

The meeting was adjourned by Chairman Volstad.

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10639	ADVOCATE TRIBUNE	01/13/2009	1	legals	0	251.95	516.00
01 E 005 010 000 000 380				BOARD OF EDUCATION//PRINTING/ADVERTISING/		251.95	
04 E 500 583 000 354 401			102499-01	PRE-SCHOOL SCREENING/EARLY CHILDHOOD SCREENING/GENERAL	0	129.00	
01 E 005 010 000 000 380			2	BOARD OF EDUCATION//PRINTING/ADVERTISING/	0	94.05	
01 E 005 010 000 000 380			3	BOARD OF EDUCATION//PRINTING/ADVERTISING/	0	41.00	
10640	AMAZON.COM CREDIT	01/13/2009	740315269076	ELEMENTARY GENERAL ED./CAPITAL OUTLAY/EQUIPMENT PURCHAS	205	26.93	80.47
01 E 100 203 000 302 530						26.93	
01 L 230 36			899307825757	GENERAL FUND/DEFERRED REVENUE/MUSIC-BERT RANEY	248	53.54	
10641	AMERICAN WELDING AND GAS	01/13/2009	288455	AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA	0	52.50	52.50
01 E 300 301 501 830 433						52.50	
10642	HEATHER ANDERSON	01/13/2009	1	monte	0	13.10	13.10
01 E 300 211 000 000 367				SECONDARY EDUCATION GENERAL//TRAVEL-PROFESS DEVELOPMENT		13.10	
10643	APPERT FOODS	01/13/2009	1	FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/	0	2,973.26	2,973.26
02 E 005 770 000 701 401				FOOD SERVICES/SCHOOL LUNCH/FOOD/		52.99	
02 E 005 770 000 701 490				FOOD SERVICES/BREAKFAST/FOOD/		2,861.93	
02 E 005 770 000 705 490						58.34	
10644	Vendor Continued Void	01/13/2009					0.00
10645	Vendor Continued Void	01/13/2009					0.00
10646	BENNETT & BENNETT INC.	01/13/2009	1	REGULAR ROUTES	0	54,519.36	72,773.81
01 E 005 760 000 720 361				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/BUS CON		54,519.36	
01 E 005 760 000 728 361			10	belview	0	1,132.16	
				PUPIL TRANSPORTATION/TO BOARD AND LODGING FACILITY/BUS		1,132.16	
01 E 100 203 000 733 361			11	field trips	0	31.70	
				ELEMENTARY GENERAL ED./TRANSPORTATION/NON-AUTHORIZED/BU		31.70	
01 E 300 294 213 733 361			12	bbb	0	802.33	
				BOYS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/BUS CONTR.		802.33	
01 E 300 296 213 733 361			13	gbb	0	1,052.29	
				GIRLS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/BUS CONTR		1,052.29	
01 E 300 294 221 733 361			14	wrestling	0	1,065.88	
				BOYS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/BUS CONTR.		1,065.88	
01 E 300 218 000 733 361			16	knowledge bowl	0	577.10	
				GIFTED & TALENTED/TRANSPORTATION/NON-AUTHORIZED/BUS CON		577.10	
01 E 005 760 000 720 361			2	fuel	0	473.65	
				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/BUS CON		473.65	
01 E 005 760 000 720 361			3	CLKFD SHUTTLE	0	2,056.32	
				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/BUS CON		2,056.32	
01 E 005 760 000 713 361			4	OUT OF DISTRICT	0	3,170.16	
				PUPIL TRANSPORTATION/OPEN ENROLLMENT/BUS CONTR. (XWKD T		3,170.16	
01 E 005 760 000 717 361			5	ATH. SHUTTLE	0	177.60	
				PUPIL TRANSPORTATION/LATE ACTIVITY BUS/BUS CONTR. (XWKD		177.60	
01 E 005 760 000 723 361			6	SPEC. NEEDS	0	6,957.68	
				PUPIL TRANSPORTATION/HANDICAPPED/BUS CONTR. (XWKD TO 36		6,957.68	
04 E 500 582 000 344 361			7	ready set learn	0	432.32	
				LEARNING READINESS/LEARNING READINESS/BUS CONTR. (XWKD		432.32	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 300 258 233 000 370			8	band rent	0	30.00	
				MUSIC//RENTALS AND LEASES/INSTRUMENTAL MUSIC		30.00	
04 E 500 505 000 332 361			9	afs shuttle	0	295.26	
				COMMUNITY EDUCATION GENERAL/YOUTH SERVICES-COMMUNITY ED		295.26	
10647 BILL'S ELECTRIC		01/13/2009	4189		0	450.00	450.00
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		450.00	
10648 HELEN M BLUE-REDNER		01/13/2009	1		0	73.75	73.75
01 E 100 203 000 000 366				ELEMENTARY GENERAL ED.//TRAVEL-SCHOOL BUSINESS/		73.75	
10649 BRAIN POP		01/13/2009	32056		269	146.25	146.25
01 E 100 203 000 000 899				ELEMENTARY GENERAL ED.//MISCELLANEOUS EXPENSE/		146.25	
10650 BROOKLYN PUBLISHERS		01/13/2009	33824	SPEECH	0	184.00	184.00
01 E 300 298 236 000 899				EXTRACURRICULAR ACTIVITIES//MISCELLANEOUS EXPENSE/FOREN		184.00	
10651 BARBARA BRUFLAT		01/13/2009	1	tiny tots	0	91.89	91.89
01 E 005 790 111 000 899				OTHER PUPIL SUPPORT SERVICES//MISCELLANEOUS EXPENSE/TIN		91.89	
10652 BRUFLAT PLUMBING & HEATING INC		01/13/2009	4416		0	175.00	1,117.70
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		175.00	
01 E 005 850 000 302 522			4432		0	942.70	
				FACILITIES/CAPITAL OUTLAY/BUILDING IMPROVEMENTS/		942.70	
10653 CANBY NEWS		01/13/2009	1	DOWN X-MAS LANE	0	11.55	11.55
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		11.55	
10654 CAPITAL ONE, F.S.B.		01/13/2009	1		52	57.35	57.35
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		57.35	
10655 CARL'S BAKERY		01/13/2009	2494		264	76.00	138.70
01 E 100 790 308 799 401				OTHER PUPIL SUPPORT SERVICES/OTHER GRANTS/GENERAL SUPPL		76.00	
01 E 100 203 399 000 401			2495		265	62.70	
				ELEMENTARY GENERAL ED.//GENERAL SUPPLIES/INTERGENERATIO		62.70	
10656 CDW GOVERNMENT, INC.		01/13/2009	1		0	27.08	352.09
01 E 100 203 500 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/DONATED \$ FY09		27.08	
01 E 300 292 000 302 530			MPB9975		0	32.00	
				BOYS/GIRLS ATHLETICS/CAPITAL OUTLAY/EQUIPMENT PURCHASES		32.00	
01 E 300 255 000 000 430			mpv3230	printer	166	293.01	
				INDUSTRIAL EDUCATION//SUPPLIES/		293.01	
10657 CDW GOVERNMENT, INC.		01/13/2009	mjf5273		0	293.26	293.26
01 E 300 298 000 000 899				EXTRACURRICULAR ACTIVITIES//MISCELLANEOUS EXPENSE/		293.26	
10658 CENEX CREDIT CARD		01/13/2009	1		0	744.04	744.04
01 E 005 810 193 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/CAR EXPENSES		744.04	
10659 CITY OF CLARKFIELD		01/13/2009	1		0	88.16	88.16
01 E 025 810 183 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/SEWER-WATE		88.16	
10660 CITY OF GRANITE FALLS		01/13/2009	1	SWR/WTR	0	1,266.71	9,805.14
01 E 005 810 183 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/SEWER-WATE		1,266.71	
01 E 005 810 184 000 330			2	ELECTRICITY	0	8,450.35	
				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		8,450.35	
01 E 005 810 191 000 330			3	GARAGE	0	78.08	
				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/OUTSIDE MA		78.08	
01 E 300 361 000 830 330			4	CARPENTRY	0	10.00	
				CARPENTRY/VOCATIONAL PROGRAMS/UTILITY SERVICES/		10.00	
10661 CITY OF GRANITE FALLS		01/13/2009	2233		0	44.76	44.76

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		44.76	
10662	COMPVIEW	01/13/2009	0164631	PROJECTOR	55	1,258.00	1,899.00
01 E 200 612 000 302 555				TECHNOLOGY/CAPITAL OUTLAY/TECHNOLOGY EQUIPMENT/		1,258.00	
			163659	1cd PROJECTOR	153	641.00	
01 E 300 211 000 000 899				SECONDARY EDUCATION GENERAL//MISCELLANEOUS EXPENSE/		641.00	
10663	CONSUMERS COOPERATIVE OIL CO.	01/13/2009	1		0	122.29	1,694.41
01 E 005 810 193 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/CAR EXPENSES		122.29	
			11	FUEL OIL	0	1,572.12	
01 E 025 810 000 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		1,572.12	
10664	CONTINENTAL WESTERN GROUP	01/13/2009	1		0	19,565.00	19,565.00
01 E 005 940 000 000 340				PROPERTY AND OTHER INSURANCE//INSURANCE/		19,565.00	
10665	COUNTRYSIDE PUBLIC HEALTH	01/13/2009	1	HEARING/VISION SCREENING	0	725.00	1,500.00
01 E 200 720 000 000 311				HEALTH SERVICES/NURSE//PROFESSIONAL/TECHNICAL SVCS/		725.00	
			2	ECS SCREENING	0	775.00	
04 E 500 583 000 354 305				PRE-SCHOOL SCREENING/EARLY CHILDHOOD SCREENING/PROFESSI		775.00	
10666	CREATIVE TEACHING PRESS	01/13/2009	538599		238	7.96	7.96
01 E 100 201 000 000 430				KINDERGARTEN//SUPPLIES/		7.96	
10667	CULLIGAN	01/13/2009	1		0	22.73	22.73
01 E 025 810 183 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/SEWER-WATE		22.73	
10668	BRJH, INC	01/13/2009	100-09-0272		272	40.00	40.00
01 E 005 790 721 000 401				OTHER PUPIL SUPPORT SERVICES//GENERAL SUPPLIES/SHARE LI		40.00	
10669	DAVE'S ELECTRIC CO	01/13/2009	86451	PERKINS	172	1,150.45	2,300.90
01 E 300 255 000 000 430				INDUSTRIAL EDUCATION//SUPPLIES/		1,150.45	
			86451-	perkins	172	1,150.45	
01 E 300 255 000 000 430				INDUSTRIAL EDUCATION//SUPPLIES/		1,150.45	
10670	DEAN FOODS NORTH CENTRAL, INC.	01/13/2009	1		0	2,630.25	2,630.25
02 E 005 770 000 701 495				FOOD SERVICES/SCHOOL LUNCH/MILK/		1,807.24	
02 E 005 770 000 705 495				FOOD SERVICES/BREAKFAST/MILK/		458.64	
02 E 005 770 000 707 495				FOOD SERVICES/ALA CARTE/OTHER/MILK/		364.37	
10671	DIGITAL SCOUT, INC.	01/13/2009	36047		0	49.95	49.95
01 E 300 296 213 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/BASKETBALL		49.95	
10672	DITTERICH, MARY	01/13/2009	1		0	27.27	27.27
02 E 005 770 000 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/		27.27	
10673	DU-MART	01/13/2009	401988		0	71.26	71.26
01 E 300 790 388 000 899				OTHER PUPIL SUPPORT SERVICES//MISCELLANEOUS EXPENSE/KID		71.26	
10674	Vendor Continued Void	01/13/2009					0.00
10675	ECONOMART	01/13/2009	1	KAIA	0	618.92	1,637.76
01 E 300 331 000 830 433				VOCATIONAL HOME EC/VOCATIONAL PROGRAMS/INDIVIDUAL INST		618.92	
			10		0	5.37	
01 E 100 203 000 000 899				ELEMENTARY GENERAL ED.//MISCELLANEOUS EXPENSE/		5.37	
			10004	GATHERING GRANT	0	13.03	
04 E 500 590 180 321 401				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU		13.03	
			10156	D RUPP	0	14.06	
01 E 100 203 402 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/2ND GRADE		14.06	
			2	FOOD SERVICE	0	14.64	
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/		14.64	
			20		0	41.52	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
04 E 500 580 000 325 430				EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E		41.52	
			21		0	17.20	
01 L 230 10				GENERAL FUND/DEFERRED REVENUE/DISTRICT POP FUND		17.20	
			3		0	411.37	
01 E 100 203 362 000 899				ELEMENTARY GENERAL ED./MISCELLANEOUS EXPENSE/ELEM SNAC		411.37	
			4		0	100.96	
01 E 300 260 000 000 430				NATURAL SCIENCES//SUPPLIES/		100.96	
			5	PROJ. RESPECT	0	88.52	
01 E 100 203 399 000 401				ELEMENTARY GENERAL ED./GENERAL SUPPLIES/INTERGENERATIO		88.52	
			6	AFTER SCHOOL	0	312.17	
01 E 100 790 308 799 401				OTHER PUPIL SUPPORT SERVICES/OTHER GRANTS/GENERAL SUPPL		312.17	
10676 ELMORE ACADEMY - YOUTH SERV. I		01/13/2009	NOV08		0	1,476.00	3,362.00
01 E 998 408 000 740 390				EMOTION/BEHAVIORAL DISORDER/STATE FUNDED SPECIAL ED/TUI		1,476.00	
			OCT08		0	1,886.00	
01 E 998 408 000 740 390				EMOTION/BEHAVIORAL DISORDER/STATE FUNDED SPECIAL ED/TUI		1,886.00	
10677 EMBARQ		01/13/2009	1		0	3.91	192.24
01 E 610 050 000 000 320				PRINCIPAL'S OFFICE//COMMUNICATIONAL SERVICES/		3.91	
			2		0	188.33	
01 E 005 810 000 000 320				OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/		188.33	
10678 FRAN DEBAERE		01/13/2009	8868	2 PHONES	0	140.00	295.00
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		140.00	
			8868-	GYM	0	155.00	
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		155.00	
10679 FRONTIER TELEPHONE		01/13/2009	1		0	88.73	167.72
01 E 025 810 000 000 320				OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/		88.73	
			2	INTERNET	0	78.99	
01 E 025 810 000 000 320				OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/		78.99	
10680 GRANITE FALLS BOWL		01/13/2009	1		254	63.00	63.00
01 E 100 790 308 799 401				OTHER PUPIL SUPPORT SERVICES/OTHER GRANTS/GENERAL SUPPL		63.00	
10681 GRANITE FALLS AUTO PARTS		01/13/2009	136310	PERKINS	0	229.99	614.27
01 E 300 255 000 000 430				INDUSTRIAL EDUCATION//SUPPLIES/		229.99	
			2	AUTO MAINT.	0	384.28	
01 E 005 810 193 000 401				OPERATIONS AND MAINTENANCE//GENERAL SUPPLIES/CAR EXPENS		384.28	
10682 GRANITE FALLS BANK		01/13/2009	BOX 43	SAFETY DEPOSIT	0	32.00	32.00
01 E 300 211 000 000 899				BOX SECONDARY EDUCATION GENERAL//MISCELLANEOUS EXPENSE/		32.00	
10683 GRANITE FALLS SUPER MOTEL		01/13/2009	1		0	797.92	797.92
01 L 230 01				GENERAL FUND/DEFERRED REVENUE/ARTS COUNCIL		797.92	
10684 GREAT PLAINS NATURAL GAS CO		01/13/2009	1		0	6,925.26	19,101.20
01 E 025 810 000 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		6,925.26	
			10		0	242.50	
01 E 005 810 191 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/OUTSIDE		242.50	
			2		0	8,550.42	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		8,550.42	
			20		0	3,383.02	
01 E 005 810 000 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		3,383.02	
10685 GREAT PLAINS SPORTS		01/13/2009	702443		0	361.50	361.50

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 300 292 000 000 899				BOYS/GIRLS ATHLETICS//MISCELLANEOUS EXPENSE/		361.50	
10686 GUSTAFSON, KAREN		01/13/2009	ties		0	89.75	89.75
01 E 300 204 000 414 366				TITLE II EISENHWOER/TITLE II ESEA/TRAVEL-SCHOOL BUSINES		89.75	
10687 GUTHRIE COSTUME RENTALS		01/13/2009	8357	cleaning	181	114.13	114.13
01 E 300 298 236 000 899				EXTRACURRICULAR ACTIVITIES//MISCELLANEOUS EXPENSE/FOREN		114.13	
10688 H & H CONST. INC		01/13/2009	1	fb DIRT	0	270.00	270.00
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		270.00	
10689 HDL		01/13/2009	1822443		180	564.96	615.03
01 E 300 255 000 000 450				INDUSTRIAL EDUCATION//MATERIALS PURCH FOR RESALE/		564.96	
			1825965		0	50.07	
01 E 300 255 000 000 450				INDUSTRIAL EDUCATION//MATERIALS PURCH FOR RESALE/		50.07	
10690 XIONG HERR		01/13/2009	1	TRANSLATING	0	196.43	196.43
01 E 200 420 000 419 305				SPECIAL EDUCATIONAL GENERAL/94-142 FEDERAL/PROFESSIONAL		196.43	
10691 HILLYARD/HUTCHINSON		01/13/2009	2718288		0	1,882.34	3,389.50
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		1,882.34	
			2718340		0	1,430.00	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		1,430.00	
			7240998		0	77.16	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		77.16	
10692 INNOVATIVE OFFICE SOLUTIONS		01/13/2009	1		0	207.05	594.81
01 E 300 211 000 000 430				SECONDARY EDUCATION GENERAL//SUPPLIES/		207.05	
			129312-1		50	83.12	
01 E 005 110 000 000 401				ACCOUNTING OFFICE//GENERAL SUPPLIES/		83.12	
			5763323-1		256	119.97	
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/		119.97	
			5827749-2		0	164.46	
01 E 300 211 000 000 430				SECONDARY EDUCATION GENERAL//SUPPLIES/		164.46	
			5861271-1		267	20.21	
01 E 100 203 000 000 899				ELEMENTARY GENERAL ED.//MISCELLANEOUS EXPENSE/		20.21	
10693 ISCORP		01/13/2009	636439	feb 09	0	195.50	195.50
01 E 005 110 000 000 350				ACCOUNTING OFFICE//REPAIRS AND MAINTENANCE SVCS/		195.50	
10694 K&K TILING		01/13/2009	1621		0	56.25	56.25
01 E 025 810 191 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		56.25	
10695 KILOWATT COMMUNITY CENTER		01/13/2009	1	WELLNESS CHALLENGE	0	310.00	310.00
01 L 230 92				GENERAL FUND/DEFERRED REVENUE/BC/BS SETTLEMENT		310.00	
10696 KILOWATT COMMUNITY CENTER		01/13/2009	3	BBB	0	750.00	4,674.00
01 E 300 298 000 000 370				EXTRACURRICULAR ACTIVITIES//RENTALS AND LEASES/		750.00	
			4	BRE PE	0	3,750.00	
01 E 100 203 000 000 370				ELEMENTARY GENERAL ED.//RENTALS AND LEASES/		3,750.00	
			ASP		0	72.00	
01 E 100 203 000 000 370				ELEMENTARY GENERAL ED.//RENTALS AND LEASES/		72.00	
			PE		0	102.00	
01 E 300 211 000 000 370				SECONDARY EDUCATION GENERAL//RENTALS AND LEASES/		102.00	
10697 KLOCKIT		01/13/2009	2814988		176	82.50	82.50
01 E 300 255 000 000 450				INDUSTRIAL EDUCATION//MATERIALS PURCH FOR RESALE/		82.50	
10698 KOEPKE, SHEILA		01/13/2009	1	tutoring mileage	0	131.04	131.04

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 300 211 130 317 366				SECONDARY EDUCATION GENERAL/COMPENSATORY/TRAVEL-SCHOOL		131.04	
10699 KUBITZ EDUCATIONAL SERVICES		01/13/2009	12023		245	54.00	54.00
01 E 100 050 000 000 899				PRINCIPAL'S OFFICE//MISCELLANEOUS EXPENSE/		54.00	
10700 LADNER'S HARDWARE		01/13/2009	1	AG	0	24.95	478.02
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		24.95	
			2	AG	0	5.70	
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		5.70	
			3		0	312.26	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		312.26	
			4		0	135.11	
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		135.11	
10701 LAPEL PIN PRODUCTIONS		01/13/2009	1001	"THE STING" LAPEL PINS	278	650.00	650.00
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		650.00	
10702 LIFETOUGH		01/13/2009	1207909		0	2,322.75	2,322.75
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		2,322.75	
10703 CAROLINE LINDEN		01/13/2009	1		0	299.41	299.41
01 E 100 204 000 414 366				TITLE II EISENHWOER/TITLE II ESEA/TRAVEL-SCHOOL BUSINES		299.41	
10704 MACKIN LIBRARY MEDIA		01/13/2009	227457		247	154.68	422.05
01 E 100 620 000 000 470				EDUCATIONAL MEDIA/LIBRARY//LIBRARY BOOKS/		154.68	
			228631		0	222.29	
01 E 300 620 000 000 470				EDUCATIONAL MEDIA/LIBRARY//LIBRARY BOOKS/		222.29	
			229083		257	45.08	
01 E 100 620 000 000 470				EDUCATIONAL MEDIA/LIBRARY//LIBRARY BOOKS/		45.08	
10705 MCCOY, KAREN		01/13/2009	1	TIES	0	46.87	581.30
01 E 300 204 000 414 366				TITLE II EISENHWOER/TITLE II ESEA/TRAVEL-SCHOOL BUSINES		46.87	
			10	TIES HOTEL	0	534.43	
01 E 300 204 000 414 366				TITLE II EISENHWOER/TITLE II ESEA/TRAVEL-SCHOOL BUSINES		534.43	
10706 MIDWEST TECHNOLOGY		01/13/2009	2009285-00	PERKINS	178	374.64	374.64
01 E 300 255 000 000 430				INDUSTRIAL EDUCATION//SUPPLIES/		374.64	
10707 MINDWARE		01/13/2009	inv1019641		249	143.15	143.15
01 E 100 203 403 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/3RD GRADE		143.15	
10708 MINNESOTA ELEVATOR, INC.		01/13/2009	153462		0	316.84	316.84
01 E 005 860 000 347 590				HEALTH & SAFETY EQUIP/PHYSICAL HAZARD CONTROL/OTHER CAP		316.84	
10709 MN RIVER VALLEY EDUCATION DIST		01/13/2009	1	MRVED	0	6,824.50	14,047.22
01 E 005 105 129 310 391				ADMINISTRATIVE SUPPORT/COOPERATIVE/MN SCH DIST - REIMBU		6,824.50	
			2	PROF. DEV.	0	187.50	
01 E 005 105 129 310 391				ADMINISTRATIVE SUPPORT/COOPERATIVE/MN SCH DIST - REIMBU		187.50	
			3	COMM ED	0	125.00	
01 E 005 105 129 310 391				ADMINISTRATIVE SUPPORT/COOPERATIVE/MN SCH DIST - REIMBU		125.00	
			4	ALC LEASE	0	6,910.22	
01 E 610 211 129 310 370				SECONDARY EDUCATION GENERAL/COOPERATIVE/RENTALS AND LEA		6,910.22	
10710 MN UC FUND- DEPT. ECON. SEC.		01/13/2009	1		0	969.72	6,599.62
01 E 100 203 000 000 280				ELEMENTARY GENERAL ED.//UNEMPLOYMENT COMPENSATION/		969.72	
			2		0	3,342.50	
01 E 300 211 000 000 280				SECONDARY EDUCATION GENERAL//UNEMPLOYMENT COMPENSATION/		3,342.50	
			3		0	4,082.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 100 203 000 000 280				ELEMENTARY GENERAL ED.//UNEMPLOYMENT COMPENSATION/		4,082.00	
			4	mvcc	4	91.79	
01 E 100 203 000 000 280				ELEMENTARY GENERAL ED.//UNEMPLOYMENT COMPENSATION/		91.79	
			5	mvcc	0	2,412.26	
01 E 300 211 000 000 280				SECONDARY EDUCATION GENERAL//UNEMPLOYMENT COMPENSATION/		2,412.26	
			6	credit mvcc	0	-4,298.65	
01 E 300 211 000 000 280				SECONDARY EDUCATION GENERAL//UNEMPLOYMENT COMPENSATION/		-4,298.65	
10711 MN WEST COMM.& TECH. COLL		01/13/2009	106503	spring 2009	0	3,947.89	5,378.06
01 E 300 200 000 000 433				POST SECONDARY OPTIONS ENROLL//INDIVIDUAL INST SUPPLIES		3,947.89	
			106581	Spring 2009	0	1,430.17	
01 E 300 200 000 000 433				POST SECONDARY OPTIONS ENROLL//INDIVIDUAL INST SUPPLIES		1,430.17	
10712 MUSIC MART		01/13/2009	1		0	12.75	12.75
01 E 300 258 233 000 430				MUSIC//SUPPLIES/INSTRUMENTAL MUSIC		12.75	
10713 MUSIC STREET		01/13/2009	1		0	-35.10	20.65
01 E 300 258 233 000 450				MUSIC//MATERIALS PURCH FOR RESALE/INSTRUMENTAL MUSIC		-35.10	
			2		0	16.00	
01 E 300 258 233 000 350				MUSIC//REPAIRS AND MAINTENANCE SVCS/INSTRUMENTAL MUSIC		16.00	
			3		0	39.75	
01 E 300 258 233 000 350				MUSIC//REPAIRS AND MAINTENANCE SVCS/INSTRUMENTAL MUSIC		39.75	
10714 MVCC		01/13/2009	09-04		0	150,041.50	154,340.15
01 E 200 420 000 740 396				SPECIAL EDUCATIONAL GENERAL/STATE FUNDED SPECIAL ED/DUE		150,041.50	
			1	re-employment	0	4,298.65	
01 E 300 211 000 000 280				SECONDARY EDUCATION GENERAL//UNEMPLOYMENT COMPENSATION/		4,298.65	
10715 NASCO		01/13/2009	827540	PERKINS	157	74.93	74.93
01 E 300 255 000 000 430				INDUSTRIAL EDUCATION//SUPPLIES/		74.93	
10716 NELSEN'S CLEANERS & LAUNDERERS		01/13/2009	1		0	21.12	21.12
02 E 005 770 000 701 382				FOOD SERVICES/SCHOOL LUNCH/LAUNDRY AND DRY CLEANING/		21.12	
10717 KAREN NORELL		01/13/2009	1		0	474.33	594.41
01 E 300 050 000 000 366				PRINCIPAL'S OFFICE//TRAVEL-SCHOOL BUSINESS/		474.33	
			2		0	120.08	
01 L 230 43				GENERAL FUND/DEFERRED REVENUE/SR HIGH PROJECTS		120.08	
10718 OFFICE MAX CONTRACT INC.		01/13/2009	272493		56	6.02	6.02
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		6.02	
10719 PACT 4 FAMILIES COLLABORATIVE		01/13/2009	1	DUES 09	0	891.00	891.00
01 E 005 010 000 000 820				BOARD OF EDUCATION//DUES & MEMBERSHIPS/		891.00	
10720 PAN-O-GOLD BAKING CO.		01/13/2009	1		0	603.76	603.76
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/		543.76	
02 E 005 770 000 705 490				FOOD SERVICES/BREAKFAST/FOOD/		60.00	
10721 PERIPOLE BERGERAULT		01/13/2009	94016		260	61.80	61.80
01 L 230 36				GENERAL FUND/DEFERRED REVENUE/MUSIC-BERT RANEY		61.80	
10722 PINE TECH COLLEGE		01/13/2009	19179	AM. SIGN LANGUAGE	0	3,744.14	3,744.14
01 E 300 200 000 000 433				POST SECONDARY OPTIONS ENROLL//INDIVIDUAL INST SUPPLIES		3,744.14	
10723 PITNEY BOWES		01/13/2009	1		0	1,042.35	1,042.35
01 E 005 020 000 000 370				SUPERINTENDENT'S OFFICE//RENTALS AND LEASES/		1,042.35	
10724 PITNEY BOWES		01/13/2009	454116-OC08	DEC08	0	254.00	254.00
01 E 005 020 000 000 370				SUPERINTENDENT'S OFFICE//RENTALS AND LEASES/		254.00	
10725 PRAIRIE GRAIN PARTNERS LLC		01/13/2009	36355		0	40.00	40.00

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01 E 025 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		40.00	
10726	REINHART INST FOODS	01/13/2009	1		0	3,461.58	3,461.58
02 E 005 770 000 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/		643.29	
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/		2,242.56	
02 E 005 770 000 705 490				FOOD SERVICES/BREAKFAST/FOOD/		575.73	
10727	RESOURCES FOR EDUCATORS INC.	01/13/2009	1		0	197.00	197.00
02 E 005 770 000 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/		197.00	
10728	RILEY BUS SERVICE, INC.	01/13/2009	1	WINDOM	0	537.50	2,172.00
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		537.50	
			2	PLYMOUTH	0	784.50	
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		784.50	
			7209	ORDWAY CTR.	0	850.00	
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		850.00	
10729	RTS	01/13/2009	1		0	173.88	174.88
01 E 005 810 000 000 320				OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/		173.88	
			2		0	1.00	
01 E 025 810 000 000 320				OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/		1.00	
10730	RUTLEDGE DENINE	01/13/2009	1		0	167.08	167.08
01 E 300 211 130 317 366				SECONDARY EDUCATION GENERAL/COMPENSATORY/TRAVEL-SCHOOL		167.08	
10731	RYAN BREMMER CONSTRUCTION	01/13/2009	1	PE STORAGE	0	946.33	946.33
				CABINETS			
01 E 300 211 000 302 560				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/TEXTBOOK/LIB		946.33	
10732	RYER PLUMBING	01/13/2009	4233	MAINTENANCE	0	294.70	294.70
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		294.70	
10733	SAWMILL	01/13/2009	1		0	202.30	202.30
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		29.17	
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		10.49	
01 E 300 255 000 000 450				INDUSTRIAL EDUCATION//MATERIALS PURCH FOR RESALE/		143.26	
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		19.38	
10734	SCHAFFRAN, JANE	01/13/2009	1	BOOKS	0	43.75	43.75
01 E 100 203 405 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/5TH GRADE		43.75	
10735	SCHOLASTIC INC	01/13/2009	2279324		16	173.00	173.00
04 E 500 580 000 325 430				EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E		173.00	
10736	SCHOLASTIC BOOK CLUBS INC.	01/13/2009	83629251		255	199.00	199.00
01 E 100 203 000 302 530				ELEMENTARY GENERAL ED./CAPITAL OUTLAY/EQUIPMENT PURCHAS		199.00	
10737	SCHOOL HEALTH CORPORATION	01/13/2009	1490013		276	63.30	63.30
01 E 200 720 000 000 401				HEALTH SERVICES/NURSE//GENERAL SUPPLIES/		63.30	
10738	SCHOOL NURSE SUPPLY, INC.	01/13/2009	125794-IN		261	145.70	145.70
01 E 200 720 000 000 401				HEALTH SERVICES/NURSE//GENERAL SUPPLIES/		145.70	
10739	JEN SCHWANKL	01/13/2009	1	TIES	0	68.62	68.62
01 E 100 204 000 414 366				TITLE II EISENHWOER/TITLE II ESEA/TRAVEL-SCHOOL BUSINES		68.62	
10740	SCOTT ELECTRIC	01/13/2009	5483250		258	15.18	15.18
01 E 100 620 000 000 480				EDUCATIONAL MEDIA/LIBRARY//AUDIO-VISUAL AIDS/		15.18	
10741	SONICWALL	01/13/2009	1	2-09 TO 2-10	0	356.78	356.78
01 E 200 612 000 302 555				TECHNOLOGY/CAPITAL OUTLAY/TECHNOLOGY EQUIPMENT/		356.78	
10742	SOUTHWEST WHOLESALE	01/13/2009	1		0	7,453.52	7,453.52
02 E 005 770 000 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/		424.69	
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/		6,197.91	
02 E 005 770 000 705 490				FOOD SERVICES/BREAKFAST/FOOD/		830.92	

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10743	SPECIAL SYSTEMS INC. 01 E 005 860 000 363 305	01/13/2009	31387	PREV. MAINT. HEALTH & SAFETY EQUIP/FIRE SAFETY/PROFESSIONAL FEES/	0	1,990.00 1,990.00	1,990.00
10744	SPORT SUPPLY GROUP 01 E 005 810 191 000 410	01/13/2009	92922694	DISCUSS OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID	0	154.39 154.39	154.39
10745	ST. JOHN'S LUTHERAN SCH. 01 E 005 760 000 720 361	01/13/2009	1	2ND QTR PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/BUS CON	0	425.00 425.00	425.00
10746	ALLEN L STOECKMAN 01 E 005 020 000 000 366	01/13/2009	1	SUPERINTENDENT'S OFFICE//TRAVEL-SCHOOL BUSINESS/	0	27.65 27.65	155.69
			2	SUPERINTENDENT'S OFFICE//TRAVEL-PROFESS DEVELOPMENT/	0	128.04 128.04	
10747	SW/WC SERVICE COOP - MARSHALL 01 E 300 640 000 306 367	01/13/2009	23699	SMARTBOARD TRAINING STAFF DEVELOPMENT/STAFF DEV. 50% SITE/TRAVEL-PROFESS DE	0	100.00 100.00	2,773.74
			23709	BRUCE MILES CURRICULUM CONSULTANT & DEVLOP/STAFF DEV. 25% DIST. WID	0	500.00 500.00	
			23838	LOW INC. (3) SPECIAL EDUCATIONAL GENERAL/STATE FUNDED SPECIAL ED/TUI	0	2,173.74 2,173.74	
10748	TECH CHECK 01 E 200 612 199 000 401	01/13/2009	12074	TECHNOLOGY//GENERAL SUPPLIES/KAREN MCCOY	0	19.20 19.20	265.05
			12107	TECHNOLOGY//GENERAL SUPPLIES/KAREN MCCOY	0	19.20 19.20	
			12168	BATTERY TECHNOLOGY/CAPITAL OUTLAY/TECHNOLOGY EQUIPMENT/	51	226.65 226.65	
10749	TJOSVOLD EQUIPMENT 01 E 005 810 191 000 410	01/13/2009	83510	maint. OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID	0	7.00 7.00	43.62
			83683	maint. OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID	0	36.62 36.62	
10750	US BANK TRUST 07 E 005 910 000 000 710	01/13/2009	801044300	DEBT REDEMPTION//BOND PRINCIPAL/	0	65,000.00 65,000.00	69,945.00
			801044300-	energy bonds DEBT REDEMPTION//BOND INTEREST/	0	4,945.00 4,945.00	
10751	VALLEY NAT'L GASES-LOC 91 01 E 300 301 501 830 433	01/13/2009	849641	AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA	0	7.75 7.75	7.75
10752	VELDE SANITATION 01 E 005 810 000 000 330	01/13/2009	1	OPERATIONS AND MAINTENANCE//UTILITY SERVICES/	0	505.00 505.00	958.49
			2	OPERATIONS AND MAINTENANCE//UTILITY SERVICES/	0	328.50 328.50	
			3	fuel charge OPERATIONS AND MAINTENANCE//UTILITY SERVICES/	0	124.99 124.99	
10753	CINDY VELDE 04 E 500 590 000 321 401	01/13/2009	1	OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU	0	17.95 17.95	39.67
			10	OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU	0	18.03 18.03	
			2	caregivers OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU	0	3.69 3.69	
10754	VENTURA CORPORATION 04 E 500 505 000 321 450	01/13/2009	295577	buttons COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	80.93 80.93	80.93

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10755	Vendor Continued Void	01/13/2009					0.00
10756	VISA	01/13/2009	1		0	12.25	794.79
01 E 300 211 000 000 329				SECONDARY EDUCATION GENERAL//POSTAGE AND EXPRESS/		12.25	
			10	NELCO -W-2'S	0	197.61	
01 E 005 110 000 000 401				ACCOUNTING OFFICE//GENERAL SUPPLIES/		197.61	
			11	SMART SAVINGS	0	47.28	
01 E 300 220 000 000 430				ENGLISH//SUPPLIES/		47.28	
			2	ups	0	6.71	
01 E 300 211 000 000 329				SECONDARY EDUCATION GENERAL//POSTAGE AND EXPRESS/		6.71	
			4	college board store	170	56.90	
01 E 300 710 000 000 401				COUNSELING/GUIDANCE//GENERAL SUPPLIES/		56.90	
			5	PLAYSCRIPTS	174	204.40	
01 E 300 298 236 000 899				EXTRACURRICULAR ACTIVITIES//MISCELLANEOUS EXPENSE/FOREN		204.40	
			6	PLAYSCRIPTS	164	12.45	
01 E 300 298 236 000 899				EXTRACURRICULAR ACTIVITIES//MISCELLANEOUS EXPENSE/FOREN		12.45	
			7	WALK THE TALK.COM	47	206.24	
01 E 005 640 375 308 401				STAFF DEVELOPMENT/STAFF DEV. 25% DIST. WIDE/GENERAL SUP		206.24	
				brylane home	158	50.95	
01 E 300 255 000 000 430				INDUSTRIAL EDUCATION//SUPPLIES/		50.95	
10757	WEST CENTRAL TAE KWON DO	01/13/2009	1		0	216.00	216.00
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		216.00	
10758	WETMORE DECLAMATION BUREAU	01/13/2009	1692-1	SPEECH	0	137.50	137.50
01 E 300 298 236 000 899				EXTRACURRICULAR ACTIVITIES//MISCELLANEOUS EXPENSE/FOREN		137.50	
10759	XCEL ENERGY	01/13/2009	1		0	22.34	22.34
01 E 025 810 184 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		22.34	
10760	YMC TREASURER	01/13/2009	1	ballots	0	642.50	642.50
01 E 005 199 000 000 401				SCHOOL ELECTIONS//GENERAL SUPPLIES/		642.50	
10761	YME SCHOOL ACTIVITY ACCOUNT	01/13/2009	1	pop profit	0	1,638.05	1,852.05
01 L 230 15				GENERAL FUND/DEFERRED REVENUE/STUDENT COUNCIL		1,638.05	
			10	laneyards	0	49.50	
01 L 230 10				GENERAL FUND/DEFERRED REVENUE/DISTRICT POP FUND		49.50	
			2	pop profit	0	59.50	
01 L 230 39				GENERAL FUND/DEFERRED REVENUE/BERT RANEY JUICE MACHNINE		59.50	
			3	ffa	0	105.00	
01 E 100 203 399 000 401				ELEMENTARY GENERAL ED.//GENERAL SUPPLIES/INTERGENERATIO		105.00	
10762	Vendor Continued Void	01/13/2009					0.00
10763	Vendor Continued Void	01/13/2009					0.00
10764	Vendor Continued Void	01/13/2009					0.00
10765	Vendor Continued Void	01/13/2009					0.00
10766	YME SCHOOLS-ADM	01/13/2009	12703	geri enstad	0	53.00	4,710.71
04 R 500 000 000 321 050				COMMUNITY EDUCATION/FEES FROM PATRONS/		53.00	
			12704	TOM JACOBSON	0	80.00	
01 E 300 294 221 000 319				BOYS ATHLETICS//OTHER PERSONAL SERVICES/WRESTLING		80.00	
			12705	MN LANDSCAPE ARBORETUM	0	50.00	
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		50.00	
			12706	MUSIC MART	0	35.10	
01 E 300 258 233 000 350				MUSIC//REPAIRS AND MAINTENANCE SVCS/INSTRUMENTAL MUSIC		35.10	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 005 810 000 000 440			12707	GREAT PLAINS GAS OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/	0	92.15 92.15	
01 E 300 218 000 388 369			12708	NLS GIFTED & TALENTED/TAG (06)/PARTICIPATION FEES/	0	80.00 80.00	
04 E 500 505 000 321 366			12709	MCEA COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/TRAVEL-	0	109.00 109.00	
01 E 300 294 221 000 369			12710	WILLMAR SCHOOLS BOYS ATHLETICS//PARTICIPATION FEES/WRESTLING	0	125.00 125.00	
01 E 300 294 221 000 319			12711	LARRY HALVERSON BOYS ATHLETICS//OTHER PERSONAL SERVICES/WRESTLING	0	140.00 140.00	
01 E 300 296 213 000 319			12713	JIM REED GIRLS ATHLETICS//OTHER PERSONAL SERVICES/BASKETBALL	0	200.00 200.00	
01 E 300 296 213 000 319			12714	STEVE AMMERMAN GIRLS ATHLETICS//OTHER PERSONAL SERVICES/BASKETBALL	0	200.00 200.00	
01 E 300 296 213 000 319			12715	SCOTT BECKMAN GIRLS ATHLETICS//OTHER PERSONAL SERVICES/BASKETBALL	0	200.00 200.00	
01 E 300 294 221 000 369			12716	DAWSON BOYD BOYS ATHLETICS//PARTICIPATION FEES/WRESTLING	0	30.00 30.00	
09 L 230 91			12718	YOUTH FRONTIER TRUST FUND/DEFERRED REVENUE/AT RISK \$ (ROC/DARE-MVCC)	0	750.00 750.00	
01 E 300 296 228 000 369			12719	MARSHALL DANCE TEAM BOOSTERS GIRLS ATHLETICS//PARTICIPATION FEES/DANCELINE	0	175.00 175.00	
01 E 300 296 228 000 369			12720	DANCE USA GIRLS ATHLETICS//PARTICIPATION FEES/DANCELINE	0	400.00 400.00	
04 E 500 580 000 325 329			12721	POST MASTER EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E	0	47.04 47.04	
01 E 300 640 000 306 367			12723	MMEA STAFF DEVELOPMENT/STAFF DEV. 50% SITE/TRAVEL-PROFESS DE	0	85.00 85.00	
01 L 230 92			12724	MARGIE FLAATA GENERAL FUND/DEFERRED REVENUE/BC/BS SETTLEMENT	0	120.00 120.00	
01 E 300 298 216 000 899			12725	ANNAMARIE SAVARIEGO EXTRACURRICULAR ACTIVITIES//MISCELLANEOUS EXPENSE/FLO-T	0	20.00 20.00	
01 E 005 020 000 000 329			12726	POSTMASTER SUPERINTENDENT'S OFFICE//POSTAGE AND EXPRESS/	0	180.00 180.00	
01 E 300 294 213 000 319			12727	CRAIG NORLAND BOYS ATHLETICS//OTHER PERSONAL SERVICES/BASKETBALL	0	200.00 200.00	
01 E 300 296 213 000 319			12728	OWEN GUSTAFSON GIRLS ATHLETICS//OTHER PERSONAL SERVICES/BASKETBALL	0	200.00 200.00	
01 E 300 294 221 000 369			12729	NYA TIYRBET SCHOOLS BOYS ATHLETICS//PARTICIPATION FEES/WRESTLING	0	150.00 150.00	
01 E 300 640 000 306 367			12730	MMEA STAFF DEVELOPMENT/STAFF DEV. 50% SITE/TRAVEL-PROFESS DE	0	65.00 65.00	
01 L 230 92			12731	AMY BAKER GENERAL FUND/DEFERRED REVENUE/BC/BS SETTLEMENT	0	160.00 160.00	
			12732	RENAE ANDERSON	0	150.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 L	230 92			GENERAL FUND/DEFERRED REVENUE/BC/BS SETTLEMENT		150.00	
			12733	POSTMASTER	0	127.52	
04 E	500 590 000 321 329			OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/POSTAGE AN		127.52	
			12734	SW/WC SVC. COOP	0	480.00	
01 E	300 218 000 388 369			GIFTED & TALENTED/TAG (06)/PARTICIPATION FEES/		480.00	
			12735	TROY & MICHELLE MCFARLAND	0	6.90	
02 R	005 000 000 701 601			SCHOOL LUNCH/SALES TO PUPILS/		6.90	
10767 YME BOARD ACCOUNT		01/13/2009	1	bookfair	0	905.00	965.60
01 E	100 203 000 302 530			ELEMENTARY GENERAL ED./CAPITAL OUTLAY/EQUIPMENT PURCHAS		905.00	
			10	kid change classroom	0	20.60	
01 E	300 790 388 000 899			OTHER PUPIL SUPPORT SERVICES//MISCELLANEOUS EXPENSE/KID		20.60	
			2	book fair	0	40.00	
01 L	230 33			GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		40.00	
10768 YME-FOOD SERVICE		01/13/2009	10	WELLNESS	0	64.18	64.18
01 L	230 92			GENERAL FUND/DEFERRED REVENUE/BC/BS SETTLEMENT		64.18	
			130	Computer			
				Check(s) For a Total of			452,913.92

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	130	Computer	Checks For a Total of	452,913.92
Total For	130	Manual, Wire Tran, ACH & Computer	Checks	452,913.92
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	452,913.92

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	6,614.52	0.00	353,449.26	360,063.78
02	FOOD SERVICE	0.00	6.90	17,382.40	17,389.30
04	COMMUNITY SERVICE	0.00	53.00	4,712.84	4,765.84
07	DEBT REDEMPTION	0.00	0.00	69,945.00	69,945.00
09	TRUST FUND	750.00	0.00	0.00	750.00

Yellow Medicine East #2190

Board Report

January 2009

2008-09 Expenditures By Fund	Original Budget 2008-09	Year to Date Expenditures	Budget Balance	Percent Expended	% Exp. 2007-08%
General	9,369,272	4,134,234	5,235,038	44.13%	45.44%
Food Service	403,003	178,920	224,083	44.40%	40.38%
Community Service	317,547	146,155	171,392	46.03%	41.42%
Debt Redemption	75,390	74,890	500	99.34%	98.81%
Trust Fund	0		0	0.00%	0.00%
Total	10,165,212	4,534,199	5,631,013	44.61%	45.54%

Year to date amounts include current month's accounts payables plus previous month's payroll.

Salaries % expended to date (approximately)

Contracted July-June	Supt/Finance/Maint/Comm Ed	50.00%
Contracted August-July	Principals	41.67%
Contracted Sept-August	Teachers/Fd Svc Supv/Nurses	33.33%
12 Month Non-certified	Secretaries	50.00%
12 Month Non-certified	Custodians	44.42%
9 Month Non-certified	Assistants/Cooks	37.00%

Liquid Asset Fund (Investments)

Month End Cash Invested \$1,338,663.83

Electronic Fund Transfers/LAF Checks

			From	To
12/10/2008	\$ 170,000.00	Board Accounts Payable	LAF	GF Bank
12/22/2008	\$ -	Payroll (F&M Bank)	LAF	GF Bank
12/22/2008	\$ 299,479.93	Payroll (GF Bank direct deposits)	LAF	GF Bank
12/19/2008	\$ 110,000.00	Payroll Accounts Payable	LAF	GF Bank
12/19/2008	\$ 150,000.00	Board Accounts Payable	LAF	GF Bank
12/10/2008	\$ 87.48	RevTrak Fees	LAF	RevTrak
12/23/2008	\$ 99,272.41	Federal Tax (Payroll)	LAF	IRS
12/23/2008	\$ 15,736.96	State Taxes (Payroll)	LAF	State
12/23/2008	\$ 8,170.31	ING (403B Payroll)	LAF	ING
12/23/2008	\$ 1,486.38	Valic (403B Payroll)	LAF	Valic

<u>Certificate of Deposits</u>	<u>Amount</u>	<u>Due</u>	<u>Percent</u>
12/8/2008	\$ 95,000.00	2/6/2009	2.25%
12/8/2008	\$ 205,000.00	2/6/2009	2.85%
11/21/2008	\$ 152,000.00	1/20/2009	2.75%
11/21/2008	\$ 248,000.00	1/20/2009	3.26%

CD's are included in Month End Cash Invested

Food Service Report December- 2008

	Free	Reduced	Full Pay	Adult	Total Meals
Breakfast K-4	720	115	105	29	969
Breakfast 5-6	202	71	96	0	369
Breakfast 7-12	482	248	452	0	1182
Total Breakfasts					2520
Lunch K-4	1534	845	2019	289	4688
Lunch 5-6	648	402	1015	4	2065
Lunch 7-12	1102	697	2543	77	4419
Total Lunches					10,552

Site	Approved Free Students	Approved Reduced Students	Full Pay Students
Elem K-4	126	82	152
Grade 5 - 6	43	28	69
Grade 7-12	97	61	282
Totals	266	171	503

TO: YME School Board
FROM: Sheila Koepke, Student Council Advisor
RE: YMEHS Student Council News

YMEHS student council students were hard at work during the month of December. Below were the activities they organized.

1. A first hour **change drop** collected \$155.00 for the Yellow Medicine County Santa's Sleigh program.
2. Coordinated **advisory door decorating**. Each advisory was given a brown paper bag with the materials they were to use. The theme of "12 Days of Christmas" was followed. Winning advisory received \$50.00 for an advisory party.
3. **Santa's and his elves ambushed** Mr. Raymo's classroom and decorated it for the holidays. Cookies were left for his students.
4. Shortly before Christmas they organized the **clothing sale** of YME Sting T-shirts, sweatshirts and beanies. Approximately \$150.00 from the sales went to the Clothing for Kids Fund.

Currently, the student council is busy planning **Sno-Ball**, which will be the week of Jan 26 – Jan 30. They will be coordinating dress up days, activities during the home basketball games, coronation, and the Hometown Variety Show. They will also be bringing a hypnotist to school.

The student council is also providing some monetary funds to support the 9th grade **Youth Frontiers** retreat. They also fund the **Perfect Attendance** "Attendance Pays" party at the end of each quarter and **Free Read** prizes.



Home of the 'Sting'

YELLOW MEDICINE EAST

Independent School District 2190

Success For All Learners

Bert Raney Elementary

Stacy Hinz, Principal
555 7th Avenue
Granite Falls, MN 56241
320-564-4082 - Phone
320-564-4427 - Fax
shinz@yme.k12.mn.us

Visit us on the web at:

<http://isd2190.org>

To: YME School Board

From: Stacy Hinz

Re: January 9, 2009

Please accept this note in advance of our meeting on Monday night. The elementary students and I are completing our report on Monday afternoon and we will share it with you in person. You are always welcome to stop in and see us!

YELLOW MEDICINE EAST – ISD 2190



Superintendent Report January 12, 2009

- Planning is underway by members of the new Yellow Medicine Integration Collaborative. This is the result of ISD 2190 being identified as “Racially Isolated”. School districts joining with YME include: Canby, Dawson-Boyd, and Lakeview. The plan will be submitted to the Minnesota Department of Education this spring with implementation of the 4-year plan beginning in the fall of 2009.
- Began the evaluation process of the ECHO Charter School. ISD 2190 serves as the sponsor and needs to conduct an evaluation in the third year of the sponsorship for the Minnesota Department of Education.
- Mid-year feedback regarding the work performance of Ms. Norell, Mrs. Hinz, and myself being gathered through the use of an on-line program called Survey Monkey. Currently about 60% of staff members have responded to the 3 surveys.
- Have been reading a book called Disrupting Class by Clayton M. Christensen. Based on recent studies in neuroscience, the way students learn in the 21st century doesn’t always match up with the way we are teaching. Have current students been influenced by technology?

Reviewed by YME Administrators: December 19, 2008

First YME Reading: January 12, 2009

Second YME Reading: February 9, 2009

Adopted: February 9, 2009

601 SCHOOL DISTRICT CURRICULUM AND INSTRUCTION GOALS

I. PURPOSE

The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the Minnesota Graduation Standards and the federal No Child Left Behind Act and Goals 2000.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district to establish learner results toward which all learning in the school district should be directed and for which all school district learners should be held accountable.

III. DEFINITIONS

- A. “Instruction” means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements.
- B. “Curriculum” means district or school adopted programs and written plans for providing students learning experiences that lead to expected knowledge and skills.

IV. STUDENT PERFORMANCE GOALS

- A. All students will be required to demonstrate essential skills to effectively participate in lifelong learning. The following skills may need to be modified for students with unique learning needs:
 - 1. reading, writing, speaking, listening, and viewing in the English language;
 - 2. mathematical and scientific concepts;
 - 3. locating, organizing, communicating, and evaluating information and developing methods of inquiry (i.e. problem solving);
 - 4. creative and critical thinking, decision making, and study skills;
 - 5. work readiness skills;
 - 6. global and cultural understanding.

- B. Each student will have the opportunity to develop and apply essential knowledge that enables that student to live as a responsible, productive citizen.
- C. Students will have the opportunity to develop creativity and self-expression through visual and verbal images, music, literature, world languages, movement, and the performing arts.
- D. School practices and instruction will be directed toward developing within each student a positive self-image and a sense of personal responsibility.
- E. Students will be given the opportunity to acquire human relations skills to appreciate, understand, and accept human diversity.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota Students)
 Minn. Stat. § 120B.11 (School District Process)
 20 U.S.C. § 5801, *et seq.* (National Education Goals 2000)
 20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
 MSBA/MASA Model Policy 613 (Graduation Requirements)
 MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
 MSBA/MASA Model Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students)
 MSBA/MASA Model Policy 616 (School District System Accountability)

Reviewed by YME Administrators: December 19, 2008

First YME Reading: January 12, 2009

Second YME Reading: February 9, 2009

Adopted: February 9, 2009

603 CURRICULUM DEVELOPMENT

I. PURPOSE

The purpose of this policy is to provide direction for continuous review and improvement of the school curriculum.

II. GENERAL STATEMENT OF POLICY

Curriculum development shall be directed toward the fulfillment of the goals and objectives of the education program of the school district.

III. RESPONSIBILITY

- A. The superintendent shall be responsible for curriculum development and for determining the most effective way of conducting research on the school district's curriculum needs and establishing a long range curriculum development program. Timelines shall be determined by the superintendent that will provide for periodic reviews of each curriculum area.
- B. A district advisory committee shall provide assistance at the request of the superintendent. The advisory committee membership shall be a reflection of the community and, to the extent possible, shall reflect the diversity of the district and its learning sites, and shall include parent, teacher, support staff, student, community residents and administration representation.
- C. Within the ongoing process of curriculum development, the following needs shall be addressed:
 - 1. Provide for articulation of courses of study from kindergarten through grade twelve.
 - 2. Identify minimum objectives for each course and at each elementary grade level.
 - 3. Provide for continuing evaluation of programs for the purpose of attaining school district objectives.
 - 4. Provide a program for ongoing monitoring of student progress.
 - 5. Provide for specific, particular and special needs of all members of the student community.

6. Integrate required and elective course standards in the scope and sequence of the district curriculum.
 7. Meet all requirements of the Minnesota Department of Education and the No Child Left Behind Act.
- D. It shall be the responsibility of the superintendent to keep the school board informed of all state-mandated curriculum changes, as well as recommended discretionary changes and to periodically present recommended modifications for school board review and approval.
- E. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to curriculum development.

Legal References: Minn. Stat. § 120B.10 (Findings; Improving Instruction and Curriculum)
Minn. Stat. § 120B.11 (School District Process)
Minn. Rules Part 3500.0550 (Inclusive Educational Program)
Minn. Rules Parts 3501.0010-3501.0180 (Graduation Standards – Reading and Mathematics)
Minn. Rules Parts 3501.0200-3501.0290 (Graduation Standards – Written Composition)
Minn. Rules Parts 3501.0505-3501.0635 (K-12 Standards)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References: MSBA/MASA Model Policy 604 (Instructional Curriculum)
MSBA/MASA Model Policy 605 (Alternative Programs)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)
MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)
MSBA/MASA Model Policy 618 (Assessment of Standard Achievement)
MSBA/MASA Model Policy 619 (Staff Development for Standards)
MSBA/MASA Model Policy 620 (Credit for Learning)
MSBA/MASA Model Policy 623 (Mandatory Summer School Instruction)

Previous adoption : January 10, 2005
Reviewed by YME Administrators: December 19, 2008
First reading: January 12, 2009
Second reading: February 9, 2009
Adoption: February 9, 2009

611 HOME SCHOOLING

I. PURPOSE

The purpose of this policy is to recognize and provide guidelines in accordance with state law for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

II. GENERAL STATEMENT OF POLICY

The Compulsory Attendance Law (Minn. Stat. § 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. (Minn. Stat. § 120A.22, Subd. 1)

III. CONDITIONS FOR HOME SCHOOLING

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in Minn. Stat. § 120A.22.

IV. IMMUNIZATION

The parent of a home-schooled child shall submit statements as required by Minn. Stat. § 121A.15, Subds. 1, 2, 3 and 4, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 of each school year. (Minn. Stat. § 121A.15)

V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS

Upon formal request as required by law, the school district will provide textbooks, individualized instructional materials and standardized tests and loan or provide them for use by a home-schooled child as provided in Minn. Stat. § 123B.42 and Minn. Rules Ch. 3540. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a resident student provided that the school district does not incur more than an incidental cost as a result of providing access electronically.

VI. PUPIL SUPPORT SERVICES

Upon formal request as required by law, the school district will provide pupil support services in the form of health services and counseling and guidance services to a

home-schooled child as provided by Minn. Stat. § 123B.44 and Minn. Rules Ch. 3540. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for any of these purposes.

VII. EXTRACURRICULAR ACTIVITIES

Resident pupils who receive instruction in a home school (where five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students. (Minn. Stat. §§ 123B.36, Subd. 1, and 123B.49, Subd. 4)

VIII. SHARED TIME PROGRAMS

Enrollment in class offerings of the school district.

- A. A home-schooled child who is a resident of the school district may enroll in classes in the school district as a shared time pupil on the same basis as other nonpublic school students. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any pupils on a shared-time basis.
- B. The school district may limit enrollment of shared-time pupils in such classes based on the capacity of a program, class, grade level, or school building. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared time pupils to classes.

IX. OPTIONAL COOPERATIVE ARRANGEMENTS

A. Activities

- 1. Minnesota State High School League sponsored activities (where six or more students receive instruction in the home school or the home school students are not residents of the school district).

A home school which is a member of the Minnesota State High School League may request that the school district enter into a cooperative sponsorship arrangement as provided in Minnesota State High School League Bylaw 403.00. The approval of such an arrangement shall be at the discretion of the school board.

- a. The home school must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.
- b. The home school is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.

- c. The home school is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.
2. Non-Minnesota State High School League activities where six or more students receive instruction in the home school.

A home-schooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the school board to participate in the activity and the payment of any activity fees associated with the activity. However home school students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the school board.

B. Transportation Services

1. The school district may provide nonpublic nonregular transportation services to a home-schooled child.
2. The school board of the school district retains sole discretion and control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
Minn. Stat. § 123B.36 (School Boards May Require Fees)
Minn. Stat. § 123B.41 (Definitions)
Minn. Stat. § 123B.42 (Textbooks, Individual Instruction Material, Standard Tests)
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)
Minn. Stat. § 123B.86 (Equal Treatment - Transportation)
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Rules Ch. 3540 (Textbooks, Individualized Instruction Materials, Standardized Tests)

Cross References: MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)
MSBA/MASA Model Policy 510 (School Activities)

*Previous adoption: October 8, 2007
Reviewed by ICAC: October 21, 2008
First Reading: January 12, 2009
Second Reading: February 9, 2009
Adoption: February 9, 2009*

612.1 PARENTAL INVOLVEMENT POLICIES FOR TITLE I PROGRAMS

I. PURPOSE

The purpose of this policy is to encourage and facilitate involvement by parents of students participating in Title I in the educational programs and experiences of students. The policy shall provide the framework for organized, systematic, ongoing, informed and timely parental involvement in relation to decisions about the Title I services within the school district. The involvement of parents by the school district shall be directed toward both public or private school children whose parents are school district residents or whose children attend school within the boundaries of the school district.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school district to plan and implement, with meaningful consultation with parents of participating children, programs, activities and procedures for the involvement of those parents in its Title I programs.
- B. It is the policy of the school district to fully comply with 20 U.S.C. § 6318 which requires the school district to develop jointly with, agree upon with, and distribute to parents of children participating in Title I programs written parental involvement policies.

III. PARENTAL SUPPORT ACTIVITIES

The district will at the building level provide the following materials and opportunities, which will build the parent's capacity to support the academic goals of their children.

- A. Building handbooks are distributed to each family in the district prior to the start of a new school year. General information as well as programs and services available are highlighted in this resource.
- B. Each school will host a Back to School night prior the new school year. Academic information as well as available programs and services are shared with parents.
- C. Schoolwide assistance schools will host one or two family nights for students. These events provide activities for parents as well as children.
- D. Parent volunteer information will be collected and forwarded to classroom teachers at the start of each new school year.

- E. Family liaisons will connect both the American Indian and the Hispanic families with the school and school events.
- F. Focus groups will be held annually with parents to assess the parental level of satisfaction and to determine needs for the next school year with regard to social, academic and extra curricular activities.
- G. School/parent liaisons are also employed to help develop and strengthen parent groups for all levels of programming.

IV. PARENT MEETINGS

The following information details how the school shall carry out the federal requirements of parental involvement.

A. Meetings

1. An annual meeting will be convened each fall to which all parents of participating children shall be invited and encouraged to attend. This meeting will provide information informing parents of their school's participation in Title I programs, and to explain to parents of participating children the program, its requirements, and their right to be involved;
2. Parents will be solicited to volunteer to serve on an advisory committee. This committee will meet quarterly and will develop and review annually the school parental involvement policy and the school-wide program plan.
3. All parents of participating children will be provided with timely information about Title I programs. This information will be presented via the District newsletter which is published quarterly and the District website which will include links to the Department of Education's website. Information will also be shared with other advisory groups such as our Systems Accountability Committee and other advisory groups.

- B. Each school shall jointly develop with parents a school/parent compact which outlines how parents, staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. The compact shall define the:
 1. School's responsibility for fulfilling the academic piece of the compact;
 2. Parent's responsibility for supporting his or her child's learning by monitoring school attendance and homework completion,

monitoring television watching, volunteering in his or her child's classroom, and participating, as appropriate, in decisions relating to his or her child's education and use of extracurricular time.

3. The compact will be shared with parents at parent teacher conferences. At this time, the child's achievement and progress will be shared. Teachers, administrators and other school staff will available at times that are convenient for meeting with the parent.

C. To ensure the effective involvement of parents and to support a partnership among the school, parents, and community to improve student academic achievement, the school will:

1. Provide assistance to participating parents in understanding such topics as the state's academic content standards and state academic achievement standards, local academic assessments, Title I requirements, and how to monitor a child's progress and work with educators to improve the achievement of their children. This will be done by:

district

- a. Providing information about the school report cards in both and building newsletters.
- b. Providing links to the report card on the district website.
- c. Publishing articles regarding the report card in the local newspaper.
- d. Sharing report card information with all district parent advisory groups.

2. Provide teachers with materials and training to assist parents in working with their children to improve their children's achievement. This will include:

- a. Providing teachers with instruction in creating classroom websites.
- b. Providing teachers with continuous instruction in interpreting the NWEA test results so that this data may be shared with parents at conferences.
- c. Encouraging teachers to communicate weekly with all parents via email or a printed newsletter.
- d. Encouraging teachers to use parent volunteers in the instructional classroom setting.
- e. Providing parents with access to the Parent Portal for student directory information, which include attendance, lesson plans, grades as well as lunch account information.

in

3. The District will work to increase involvement of English Language Learner (ELL) parents and community members programs that support English Language Learners through:

when

- a. The use of an interpreter at parent meetings and student staffing when needed and appropriate. This would also include such things as open houses and kindergarten roundup. Interpreters for phone calls are also used needed.
- b. Letters translated as needed for families where very limited English is understood or is used in the home. We will use resources from neighboring districts as well as those made available through the DOE website.
- c. Home School liaisons provide ongoing interpretation as needed.
- d. The district's website provides translator program that allows the information found on the website to be translated into a number of languages.

4. The District will use technology to promote parental involvement and increase communication with parents.

- a. Email addresses are collected at the beginning of each year from all parents that have either a personal or work email address.
- b. All classroom teachers are encouraged to communicate with parents via email if it is available.
- c. All school communications will include the YME website address as well as other school contact information.
- d. Classroom teachers are encouraged to create classroom websites linked from the district website. These sites will include general information such as course outcomes and weekly lesson plans.
- e. Parents will have access to the grades of their students, test data, as well as their attendance and other information available through the district data warehouse.
- f. The district is exploring placing computers throughout the school communities to all technology access to those families that do not have that capability in their

homes.

5. The district will work to engage parents with migrant, ELL, homeless, neglected or delinquent or recent head start into programs and services by:

children

- a. ESL staff make home visits to families to assist in school and program registrations.
- b. Social work staff as well as other school staff will make family contacts to share program and services available as needed.
- c. Open houses and family events will be offered to

- families.
 - d. School staff will work with other programs such as Headstart to assist in getting parents to attend functions designed to provide school information to families.
 - e. Interpreters will be provided as needed at parent/school functions.
 - f. Conferences will be scheduled as needed to share progress of students and determine other programming needs.
 - g. School staff will work with families to provide after school programming as needed.
 - h. School/family liaisons will work to include parents of all students in field trips and other school events.
- D. To carry out the requirements of parental involvement, the Title I advisory committee will review this and other parent involvement policies annual to meet the changing needs of parents and the school.

Legal References: 20 U.S.C. § 6318 (Parental Involvement)

Cross References:

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613 GRADUATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to set forth requirements for graduation from the school district.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district that all students must pass the Minnesota Graduation Basic Standards tests or the Minnesota Comprehensive Assessments Second Edition (MCA-II's) per state requirements or higher guidelines and must satisfactorily complete, as determined by the school district, all course credit requirements and graduation standards, as established by the school board, in order to graduate.

III. DEFINITIONS

- A. "Course credit" is equivalent to a student's successful completion of an academic year of study or a student's mastery of the applicable subject matter, as determined by the school district.
- B. "Department" means the Department of Education.
- C. "Section 504 Accommodation" means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.
- D. "Individualized Education Program" or "IEP" means a written statement developed for a student eligible by law for special education and services.
- E. "English language learners" or "ELL" student means an individual whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.

IV. TEST ADMINISTRATOR

The Superintendent shall be named the school district test administrator. Said person shall be in charge of all test procedures and shall bring recommendations to the school board annually for approval.

V. GRADUATION REQUIREMENTS

- A. For students enrolled in grade 8 in the 2005-2006 school year and later, only the

following options shall fulfill students' state graduation test requirements:

1. for reading and mathematics:
 - a. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the Minnesota comprehensive assessments in grade 10 for reading and grade 11 for mathematics or achieving a passing score as determined through a standard setting process on the graduation-required assessment for diploma in grade 10 for reading and grade 11 for mathematics or subsequent retests;
 - b. achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in reading and the mathematics test for English language learners or the graduation-required assessment for diploma equivalent of those assessments for students designated as English language learners;
 - c. achieving an individual passing score on the graduation-required assessment for diploma as determined by appropriate state guidelines for students with an IEP or 504 plan;
 - d. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the state-identified alternate assessment or assessments in grade 10 for reading and grade 11 for mathematics for students with an IEP; or
 - e. achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP; and
2. for writing:
 - a. achieving a passing score on the graduation-required assessment for diploma in grade 9.
 - b. achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in writing for students designated as English language learners;
 - c. achieving an individual passing score on the graduation-required assessment for diploma as determined by appropriate state guidelines for students with an IEP or 504 plan; or
 - d. achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP.

- B. Beginning ninth grade students must successfully complete, as determined by the school district, the following high school level course credits for graduation:
1. Four credits of language arts;
 2. Three credits of mathematics, encompassing at least algebra, geometry, statistics and probability sufficient to satisfy the academic standard. Beginning in the 2010-2011 school year, students must satisfactorily complete an algebra I credit by the end of eighth grade. Students scheduled to graduate in the 2014-2015 school year or later must satisfactorily complete an algebra II credit or its equivalent;
 3. Three credits of science, including at least one credit in biology. Beginning in the 2010-2011 school year, students scheduled to graduate in the 2014-2015 school year or later must satisfactorily complete a chemistry or physics credit;
 4. Three and one-half credits of social studies, encompassing at least United States history, geography, government and citizenship, world history, and economics, or three credits of social studies, encompassing at least United States history, geography, government and citizenship, and world history, and one-half credit of economics taught in a school's social studies, agriculture education, or business department;
 5. One credit in the arts; and
 6. A minimum of seven elective course credits.
 7. An agriculture science course may fulfill a science credit requirement to the specified science credits in biology and chemistry or physics under Section V.C.3. above.
 8. A career and technical education course may fulfill a science, mathematics, or arts credit requirement in addition to the specified science, mathematics, or arts credit under Section V.C.2., V.C.3., or V.C.5. above.
- C. All students must satisfactorily complete the following required and elective standards, in accordance with the standards adopted by the school district:
1. School District Standards, Health and Physical Education (K-12);
 2. School District Standards, Vocational and Technical Education (K-12); and
 3. School District Standards, World Languages (K-12).
- D. Academic standards in health, physical education, world languages, and

vocational and technical education will be reviewed on an annual basis.*

* Reviews are required to be conducted on a periodic basis. Therefore, this time period may be changed to accommodate individual school district needs.

VI. EARLY GRADUATION

Students may be considered for early graduation, as provided for within Minn. Stat. § 120B.07 upon meeting the following conditions:

- A. All course or standards and credit requirements must be met;
- B. The principal or designee shall conduct an interview with the student and parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and
- C. The principal's decision shall be in writing and may be subject to review by the superintendent and school board.

VII. NOTICE

The school district will notify students and their parents of the school district's graduation requirements within 30 working days of a student's entry into ninth grade.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.023 (Benchmarks)
Minn. Stat. § 120B.024 (Graduation Requirements; Course Credits)
Minn. Stat. § 120B.07 (Early Graduation)
Minn. Stat. § 120B.11 (School District Process)
Minn. Rules Parts 3501.0010-3501.0180 (Rules Relating to Graduation Standards - Mathematics and Reading)
Minn. Rules Parts 3501.0200-3501.0290 (Rules Relating to Graduation Standards - Written Composition)
Minn. Rules Parts 3501.0505-3501.0635 (K-12 Standards)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)

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614 SCHOOL DISTRICT TESTING PLAN AND PROCEDURE

I. PURPOSE

It is the purpose of this policy to set forth the school district's testing plan and procedure.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district to implement procedures for testing, test security, reporting, documentation, notification to students and parents and student record keeping in accordance with Minnesota law.

III. DUTIES OF SCHOOL DISTRICT TEST ADMINISTRATOR

The school district test administrator as named in Policy 613, Graduation Requirements, shall be responsible for preparing and presenting annually to the school board for approval, and overseeing the publishing of the test administration plan. The school district test administrator shall file the plan with the Department of Education and deliver the plan to all households in the school district by October 15 of each year. The plan shall include:

- A. The graduation requirements;
- B. The number of opportunities a student shall have to retake tests of academic standards during each year;
- C. The opportunities for remediation for a student who has not passed tests of academic standards;
- D. The process for requesting an additional testing opportunity and accommodations for a senior who has met all other graduation requirements but has not passed one or more basic standards;
- E. The process for appealing the school district's response to requests in item C.;
- F. The method to report breaches in test security procedures to the school district and the Department; and
- G. Procedures for meeting the needs of Limited English Proficient students, students who require an IEP or students who require Section 504 Accommodation.

IV. TEST SECURITY

- A. Security Requirements. When administering tests for the basic standards, the school district shall observe the following test security measures in addition to any requirements imposed by the Minnesota Department of Education:
1. All test booklets, answer sheets, and test materials shall be placed in locked storage before and after the test administration;
 2. The tests, testing materials, and answer sheets are nonpublic data under Minn. Stat. § 13.34;
 3. No copies of test booklets or answer sheets shall be made; and
 4. The school district shall report any violations of test security to the Department. The Department shall receive reports of violations of test security from anyone with knowledge of such an incident.
- B. Security Violations. The Department shall investigate any reported incidents of breaches in test security. The consequences of a violation of test security may include:
1. The invalidation of test scores if a violation is found to justify serious questions about the integrity of the results of the test administration; or
 2. Other reasonable sanctions that are necessary to preserve the security and confidentiality of future tests and test administrations.

V. SCHOOL DISTRICT REPORTING TO THE DEPARTMENT AND PUBLIC

- A. The school district shall report the information specified below to the Department annually by October 15 in a format to be determined by the Department.
- B. The school district shall prepare and disseminate annually by October 15 a public report of the information specified below through the official newspaper or through publications sent to all households in the school district.
- C. The reports required above shall include:
1. The number of students enrolled at each grade level 9 through 12 according to the end of the year Minnesota Automated Reporting Student System (MARSS) report;
 2. The number of students at each grade level 9 through 12 passing each basic standard at the state standards level;
 3. The number of students at each grade level 9 through 12 passing each basic standard at an individualized level under an IEP or a Section 504 Accommodation plan;

4. The number of students at each grade level 9 through 12 passing tests in each basic standard with tests that have been translated into a language other than English;
 5. The number of students at each grade level 9 through 12 exempt from testing in each basic standard; and
 6. For grade 12 of the previous year only, the number of students currently denied a high school diploma because of not passing the state standard for a basic standard when all other graduation requirements have been met.
- D. The superintendent shall submit reports identifying expenditures related to basic standards testing, to the Department as required by law.

VI. REQUIRED DOCUMENTATION FOR PROGRAM AUDIT

The school district shall maintain records necessary for program audits conducted by the Department. The records must include documentation that:

- A. Required notifications to parents and students meet the requirements of Minn. Rules Part 3501.0120;
- B. Required student records meet the requirements of Minn. Rules Part 3501.0130;
- C. The school district's process for additional testing of students meets the requirements of Minn. Rules Part 3501.0050;
- D. Test security procedures comply with Minn. Rules Part 3501.0150;
- E. The school district's decisions regarding testing accommodations, modifications, and granting exemptions are in compliance with Minn. Rules Parts 3501.0090 and 3501.0100;
- F. The school district's curriculum and instruction provides appropriate learning opportunities in the basic standards in compliance with Minn. Rules Part 3501.0110;
- G. Remediation plans for students are on file consistent with Minn. Rules Part 3501.0110;
- H. The basic standards test administration plan complies with Minn. Rules Part 3501.0140, subpart 2;
- I. The documentation for students granted accommodations or exempted from testing complies with Minn. Rules Part 3501.0090;
- J. The assessments and documentation of performance for students granted modifications of statewide standards comply with Minn. Rules Part 3501.0090,

subpart 2, item C; and

- K. The school district's process for testing considerations for LEP students complies with Minn. Rules Part 3501.0100.

VII. REQUIRED NOTIFICATION TO PARENTS AND STUDENTS

- A. Written Notice. The school district shall establish and maintain a system to provide written notice to parents and students about graduation requirements.
- B. Notice of Graduation Requirements. No later than thirty (30) working days after the date of the entrance into the 9th grade or transfer of a student into the school district during or after 9th grade, the school district shall provide to the parents and the student written notice of:
 - 1. The graduation requirements; and
 - 2. The grade in which the student shall have the first opportunity to take a test in basic standards.
- C. Notice Pertaining to Adequate Yearly Progress. If the school district is proposed for identification for school improvement, for corrective action, or for restructuring by the Minnesota Department of Education, the school district shall provide to parents of students in the school district sufficiently detailed summary data of its academic assessments or other academic indicators reviewed to determine whether the school is making adequate yearly progress to permit parents to appeal the Department's proposal.

VIII. STUDENT RECORD KEEPING

- A. Test Results. The school district shall keep a record on each student that includes:
 - 1. The basic standards tests taken; and
 - 2. Results of the most recent Minnesota assessments given.
- B. Student Progress. Individual student progress shall be reported on a student record as described in items 1. to 4. below.
 - 1. "Pass-state level" shall be noted on the record of a student who passes a basic standards test under standard conditions or with an accommodation. The records for students passing with an accommodation shall not be different from the records of students passing the test under standard conditions.
 - 2. "Pass-individual level" shall be noted on the record of a student who

passes a basic standards test with a modification established in the IEP or Section 504 Accommodation plan in accordance with Minn. Rules Part 3501.0090.

3. “Pass-translation” shall be noted on the record of a student who passes a basic standards test that has been translated into a language other than English and has not been validated by the state as a state test with a set passing score.
4. “Exempt” shall be noted on the record of a student who has been exempted from a basic standards test.

Legal References:

Minn. Stat. § 13.34 (Examination Data)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
Minn. Stat. § 120B.36, Subd. 2 (Adequate Yearly Progress)
Minn. Stat. § 123B.143, Subd. 1 (Superintendent)
Minn. Rules Parts 3501.0010-3501.0180 (Rules Relating to Graduation Standards - Mathematics and Reading)
Minn. Rules Parts 3501.0200-3501.0290 (Rules Relating to Graduation Standards - Written Composition)
Minn. Rules Parts 3501.0505-3501.0635 (K-12 Standards)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References:

MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)

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615 MINNESOTA ASSESSMENTS, ACCOMMODATIONS, MODIFICATIONS, AND EXEMPTIONS FOR IEP, SECTION 504 ACCOMMODATION, AND LEP STUDENTS

I. PURPOSE

The purpose of the policy is to provide adequate opportunity for students identified as having IEP, Section 504 Accommodation, or LEP needs to meet Minnesota graduation requirements.

II. GENERAL STATEMENT OF POLICY

A. The school district will utilize the existing annual review of Individualized Education Programs (IEPs) or Section 504 Accommodation plans to review, on a case-by-case basis, the extent of student participation Minnesota assessments.

B. Students with LEP needs must be identified and accommodations made.

III. DEFINITION OF TERMS

See the “Procedures Manual for the Minnesota Assessments” which can be found on the Minnesota Department of Education’s website.

IV. GRANTING AND DOCUMENTING ACCOMMODATIONS, MODIFICATIONS, OR EXEMPTIONS FOR BASIC STANDARDS TESTING

See the “Guidelines for Accommodations in the Minnesota Assessment System” document which can be found on the Minnesota Department of Education’s website.

V. RECORDS

All test accommodations, modifications, or exemptions shall be reported to the School District Test Administrator. The School District Test Administrator shall be responsible for keeping a list of all such test accommodations, modifications, and exemptions for school district audit purposes. Testing results will be documented and reported.

Legal References: Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
Minn. Rules Parts 3501.0010-3501.0180 (Rules Relating to Graduation Standards - Mathematics and Reading)

Minn. Rules Parts 3501.0200-3501.0290 (Rules Relating to Graduation Standards - Written Composition)

Minn. Rules Parts 3501.0505-3501.0635 (K-12 Standards)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
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616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

I. PURPOSE

The purpose of this policy is to focus public education strategies on a process which promotes higher academic achievement for all students and ensures broad-based community participation in decisions regarding the implementation of the Minnesota Academic Standards and the No Child Left Behind Act.

II. GENERAL STATEMENT OF POLICY

Implementation of the Minnesota Academic Standards and No Child Left Behind Act will require a new level of accountability for the school district. The school district also will establish a system to review and improve instruction, curriculum and assessment which will include substantial input by students, parents or guardians and local community members. The school district will be accountable to the public and the state through annual reporting.

III. DEFINITIONS

- A. “Course credit” is equivalent to a student successfully completing an academic year of study or a student mastering the applicable subject matter as determined by the school district.
- B. “Graduation Standards” means the course credit requirements of the Minnesota Academic Standards that school districts must offer and certify that students complete to be eligible for a high school diploma.

IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION AND REPORTING

A. School District Goals

- 1. The school board has established school district-wide goals which provide broad direction for the school district. Incorporated in these goals are the graduation and education standards contained in the Minnesota Academic Standards and the No Child Left Behind Act. The broad goals shall be reviewed annually and approved by the school board. The school board shall adopt annual goals based on the recommendations of the Instruction and Curriculum Advisory Committee.

2. The improvement goals should address recommendations identified through the advisory committee process. The school district's goal setting process will include consideration of individual site goals. School district goals may be developed through an education effectiveness program, an evaluation of student progress committee, or through some other locally determined process.
- B. System for Reviewing All Instruction and Curriculum. Incorporated in the process will be analysis of the school district's progress toward implementation of the Minnesota Academic Standards.
- C. Instruction and Curriculum Advisory Committee.
1. By October 31 of each year, the advisory committee will meet to advise and assist the school district in the implementation of the school district system accountability and comprehensive continuous improvement process.
 2. The advisory committee, working in cooperation with other committees of the school district [such as the Technology, Educational Effectiveness, Grade Level, Site Instruction, Curriculum and Assessment committees, etc.,] will provide active community participation in:
 - a. Reviewing the school district instructional and curriculum plan;
 - b. Identifying annual instruction and curriculum improvement goals for recommendation to the school board;
 - c. Making recommendations regarding the evaluation process that will be used to measure school district progress toward its goals;
 - d. Making recommendations regarding the development of the "Annual Report on Curriculum, Instruction and Student Achievement."
 3. The advisory committee shall meet the following criteria:
 - a. The advisory committee shall ensure active community participation in all planning for instruction and curriculum affecting Graduation Standards.
 - b. The advisory committee shall make recommendations to the school board on school district-wide standards, assessments and program evaluation.
 - c. Building teams may be established as subcommittees to develop and implement an education effectiveness plan and to carry out methods to improve instruction, curriculum, and assessments as

well as methods to use technology in meeting the school district improvement plan.

- d. A local plan to evaluate student progress, using a local process, shall be used for developing a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for use by the advisory committee in the instruction and curriculum review process. This plan shall annually be approved by the school board.
4. The advisory committee shall, when possible, be comprised of two-thirds community representatives and shall reflect the diversity of the community. Included in its membership should be:
- a. Staff Development/Curriculum Coordinator
 - b. Principal
 - c. School Board Member
 - d. Student Representative
 - e. One teacher from each building or instructional level
 - f. Two parents from each building or instructional level
 - g. Two residents without school-aged children, non-representative of local business or industry
 - h. Two residents representative of local business or industry
 - i. School District Test Administrator

D. Educational Planning and Assessment System

The school district may elect to participate in the Educational Planning and Assessment System (EPAS) program offered by ACT, Inc., to provide a longitudinal, systematic approach to student educational and career planning, assessment, instructional support, and evaluation.

E. Reporting

An “Annual Report on Curriculum, Instruction and Student Achievement” shall be approved by the school board by October 1 of each year. The school board shall publish the report in the local newspaper with the largest circulation in the district, by mail, or by electronic means such as the school district website. If electronic means are used, the school district must publish notice of the report in a periodical of general circulation in the school district. The school district must

make copies of the report available to the public on request. A copy shall be sent to the Commissioner by October 15 of each year. The public report shall include, but not be limited to, the following:

1. Student achievement goals for meeting state academic Standards;
2. Result of local assessment data and any additional test data, including all data required by Minn. Rules Part 3501.0160;
3. School district improvement plans including staff development goals;
4. Progress on previous improvement plans;
5. Amount and type of revenue attributed to each educational site as defined in Minn. Stat. § 123B.04;
6. Names of advisory committee members, dates their terms expire, method of selection and application dates;
7. Periodic reports on constituencies' satisfaction with schools;
8. Biennial evaluations of the school district testing programs according to the following:
 - a. written objectives of the assessment program;
 - b. names of tests and grade levels tested;
 - c. use of test results; and
 - d. student achievement results compared to previous years.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.35 (Student Achievement Levels)
Minn. Stat. § 123B.04 (Site Decision Making Agreement)
Minn. Rules Parts 3501.0010-3501.0180 (Rules Relating to Graduation Standards - Mathematics and Reading)
Minn. Rules Parts 3501.0200-3501.0290 (Rules Relating to Graduation Standards - Written Composition)
Minn. Rules Part 3501.0160 (District Reporting Requirements)
Minn. Rules Parts 3501.0505-3501.0635 (K-12 Standards)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and

Instruction Goals)

MSBA/MASA Model Policy 613 (Graduation Requirements)

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

MSBA/MASA Model Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students)

MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)

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

MSBA/MASA Model Policy 619 (Staff Development for Standards)

MSBA/MASA Model Policy 620 (Credit for Learning)

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619 STAFF DEVELOPMENT FOR STANDARDS

I. PURPOSE

The purpose of this policy is to establish opportunities for staff development which advance the staff's ability to work effectively with the Academic Standards and with students as they progress to achievement of those Academic Standards and meet the requirements of the No Child Left Behind Act.

II. GENERAL STATEMENT OF POLICY

The school district is committed to developing staff policies and processes for continuous improvement of curriculum, instruction and assessment to ensure effective implementation of the Academic Standards and the No Child Left Behind Act at all levels.

III. STANDARDS FOR STAFF DEVELOPMENT

- A. The Staff Development Committee shall address the needs of all staff in prioritizing staff development which will ensure effective implementation of the Academic Standards and the No Child Left Behind Act at all levels. The Committee will advise the school board on the planning of staff development opportunities.
- B. The school district shall place a high priority on staff development including activities, programs, and other efforts to implement the Academic Standards effectively and to upgrade that implementation continuously.
- C. Staff development plans for the school district shall address identified needs for Academic Standards implementation throughout all levels of the school district programs.
- D. In service, staff meeting, and district and building level staff development plans and programs shall focus on improving implementation of the Academic Standards at all levels for all students, including those with special needs.

IV. TRAINING AND PROFESSIONAL DEVELOPMENT

- A. Paraprofessionals. The school district will provide each paraprofessional who assists a licensed teacher in providing student instruction with initial training. Such training will include training in emergency procedures, confidentiality,

vulnerability, reporting obligations, discipline, policies, roles and responsibilities, and building orientation. Training will be provided within the first 60 days a paraprofessional begins supervising or working with students.

B. Teachers/Administrators

1. The school district will provide high quality and ongoing professional development activities as required by state and federal laws.
2. The school district will assign an administrator to serve as a highly objective uniform state standard of evaluation (“HOUSSE”) reviewer. The administrator shall meet with teachers and, where appropriate, certify the teacher’s application for highly qualified status.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota’s Students)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.363 (Credential for Education Paraprofessionals)
Minn. Stat. § 122A.16 (Qualified Teacher Defined)
Minn. Stat. § 122A.60 (Staff Development Program)
Minn. Rules Parts 3501.0010-3501.0180 (Rules Relating to Graduation Standards - Mathematics and Reading)
Minn. Rules Parts 3501.0200-3501.0290 (Rules Relating to Graduation Standards - Written Composition)
Minn. Rules Parts 3501.0505-3501.0635 (K-12 Standards)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 616 (School District System Accountability)

First Reading: February 11, 2008
Second Reading & Adoption: March 10, 2008
Reviewed: January 12, 2009

620 CREDIT FOR LEARNING

I. PURPOSE

The purpose of this policy is to recognize student achievement which occurs in Post-Secondary Enrollment Options and other advanced enrichment programs. For students completing Minnesota Academic Standards, the purpose of this policy also is to recognize student achievement, which occurs in other schools in alternative learning sites in out-of-school experiences such as community organizations, work-based learning, and other educational activities and opportunities.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district to develop and provide processes and procedures by which students may meet a graduation requirement for a Minnesota Academic Standard, whether the school district offers the content standard in its curriculum or the student accomplishes the work in another learning environment. The school district will provide a process for transfer of standards completed in another Minnesota school district, recognition of work completed in other schools and post-secondary institutions, and credit for standards achieved in extracurricular activities, activities outside the school, previous learning, and community and work experiences. The school district may also waive the Academic content standards for certain students if the criteria for such waivers are met.

III. EARNING HIGH SCHOOL CREDIT BY ASSESSMENT

In accordance with the Minnesota Department of Education rule 120.B.024 Sec. 6, Graduation Requirements, Course Credits, the opportunity to earn credit by assessment is provided as an option for students in grades 9 through 12. This option is not meant to imply that successfully completing the assessment provides the same experience as completing the course. A richer and more complete experience is provided through the course, and a student who possesses the essential skills may still benefit from full participation. Therefore, students and parents or guardians should carefully consider if credit by assessment is appropriate.

A student may attempt to earn credit by assessment only once for each course and may not earn credit by assessment for a course in which he/she previously received a grade or an incomplete. Courses that are sequential must be addressed in the same sequence. If a course requires a prerequisite, the student must have received credit for the prerequisite before attempting the assessment for the course. The student must continue to maintain full time status during the process.

Assessment will encompass all applicable subject matter, including state and local standards. It can be in one or more format, including the following: a formal written test covering all or a portion of the course content, performance-based assessment, demonstration of skills, interview, development of a portfolio, presentation, exhibition, written composition. A student must produce high-quality work and achieve at or above an A- level in order to receive credit by assessment. If the student does not achieve at this level, the credit is not awarded and the student must take the course in order to earn the credit.

If the student completes the assessment process in a satisfactory manner, the student's transcript will show the credit earned and a course grade of "passing."

A. Credit by Assessment Process

1. The student will discuss the credit by assessment process with the high school principal and then complete the appropriate sections of the application form (Appendix A) along with a parent/guardian. The process must begin at least one term prior to the start of the course. The summer period will be treated as one term.
2. The student will submit the application form, with the student and parent portions completed, to the high school principal. At the time the application is submitted, it is assumed that the student is ready to begin working on the assessment(s).
3. The principal and a teacher for the course will determine the assessment or set of assessments, and the criteria for awarding credit. Once an assessment(s) has been established for a course, subsequent applicants will be evaluated using the same assessment(s) and criteria. However, adjustments can be made in order to reflect any changes to the course.

The assessment(s) will be aligned with the content of the entire course and will include state and local standards.

4. The student will complete all portions of the assessment(s) and submit it for evaluation within one term. During the assessment(s), a student may request an explanation or clarification of an item or project from the teacher. If the student fails to complete the entire assessment process during the designated time period, the credit will be denied.
5. The teacher will evaluate the assessment(s) and then consult with the student, informing him/her of the results of the assessment.
6. If the student demonstrates high quality work and achieves at or above an A- level, he/she will be awarded credit for the course. A course grade of "passing" will be put on the student's transcript.

IV. RIGOROUS COURSE OF STUDY WAIVER-ACADEMIC STANDARDS

- A student shall with parent permission apply for a waiver, using the Graduation Standards Waiver Application (see Appendix B) from an academic standard when the principal or designee of Yellow Medicine East School District determines that:
1. The student is participating in a course of study, including an advanced placement or international baccalaureate course or program; a learning opportunity outside the district or school curriculum, or an approved preparatory program for employment or postsecondary education that is equally or more rigorous than the corresponding state or local academic standard required by the school district; and
 2. The student would be precluded from participating in the rigorous course of study, learning opportunity, or preparatory employment or postsecondary education program if the student were required to achieve the academic standard to be waived;
- B. The student will complete the Graduation Standard Waiver Application Form (see Appendix B) and apply to the high school principal or designee. The designee or high school principal will meet with a committee that may include the building principal, curriculum coordinator, counselors and teaching staff. The counselor or designee will notify the student and parent and/or guardian(s) of the decision of the committee. A preliminary approval may be granted at this time.
- C. Application for a waiver will be considered only if the application is submitted and approved prior to the student's anticipated graduation date.
- D. To receive final approval the student must satisfactorily complete the requirements for the rigorous course of study, learning opportunity, or preparatory employment or postsecondary education program.
1. The student must provide documentation of successful passage of the rigorous course, and
 2. This written documentation must be received by a date as determined by the committee to qualify for the final approval waiver.

V. TRANSFER OF ACHIEVEMENT FOR SPECIAL NEEDS

Special needs students who transfer into the district will have their records reviewed by the counselor and the special education teacher that will be the case manager. The test scores and the skill level of the students will help determine the level at which an individual student may have specific classes transferred. The case manager will review this information.

VI. POST-SECONDARY ENROLLMENT CREDIT

- A. A student who satisfactorily completes a post-secondary enrollment options course or program or on-line learning course or program under Minn. Stat. § 124D.09, that has been approved as meeting the necessary requirements, is not required to complete

other requirements of the Minnesota Academic Standards adopted by the school district corresponding to that specific rigorous course of study.

- B. Secondary credits granted to a student through a post-secondary enrollment options course or program or on-line learning course or program shall be counted toward the graduation and credit requirements of a student completing the Minnesota Academic Standards.
- C. A list of the courses or programs meeting the necessary requirements may be obtained from the Department and/or school district.

Legal References: Minn. Rule Parts 3501.0010 to 3501.0180 (Rules relating to Graduation Standards - Mathematics and Reading)
Minn. Rule Parts 3501.0200-3501.0290 (Rules relating to Graduation Standards - Written Composition)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options)
Minn. Stat. § 124D.095 (On-Line Learning Options)

Cross References: Policy 104 (School District Mission Statement)
Policy 601 (School District Curriculum and Instruction Goals)
Policy 613 (Graduation Requirements)
Policy 614 (School District Testing Plan and Procedure)
Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation and LEP Students)
Policy 616 (School District System Accountability)
Policy 618 (Assessment of Standard Achievement)

APPENDIX A

CREDIT BY ASSESSMENT APPLICATION FORM

I. To be completed by the student

Student Name _____

Grade _____

Date _____

High School Principal _____

I am requesting permission to test out of the following course: _____

I believe that I qualify to test out because (write a brief explanation) _____

Student Signature _____

Date _____

II. To be completed by the parent/guardian

I have reviewed the above application and the process for receiving credit by assessment. I grant permission to proceed for the above named course.

Parent/Guardian Signature _____

Date _____

III. To be completed by the principal, counselor, and teacher of the course

Principal's Signature _____

Date Application Received _____

List of Assessments for the course:

Student completed the process within the timeframe Yes No

Student produced high-quality work at or above A- level Yes No

Credit successfully earned Yes No

Teacher's Signature _____

Date _____

Principal's Signature _____

Date _____

*Replaces YME Policy 5166
First Reading: April 14, 2003
Adopted: May 12, 2003
Reviewed: January 12, 2009*

699 HOMEBOUND OR HOSPITAL INSTRUCTION

I. PURPOSE

The purpose of this policy is to identify students eligible to receive homebound or hospital instruction.

II. GENERAL STATEMENT OF POLICY

Homebound or hospital instruction is available to students who are absent from school due to prolonged illness or disability. A request to provide homebound instruction must be made in writing by the student's physician to the building administrator.

III. PROCEDURES

Under normal circumstances, homebound instruction will not be provided if the student will be absent from school for less than ten (10) school days. After the building administrator has approved the request, instruction may then be provided by the student's classroom teacher or other licensed staff. One hour of homebound instruction is provided for each day the student is absent from school. Part-time instruction may also be provided for those students who are unable to return to a full time school program following a prolonged absence from school.

IV. ESTABLISHMENT OF PAY RATE

The rate of pay for providing homebound instruction will be established by the Board of Education on an annual basis.

Reviewed by YME Administrators: December 30, 2008
First Reading: January 12, 2009
Second Reading: February 9, 2009
Adopted: February 9, 2009

702 ACCOUNTING

I. PURPOSE

The purpose of this policy is to adopt the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts provided for in guidelines adopted by the Minnesota Department of Education.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to comply with the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts.

III. MAINTENANCE OF BOOKS AND ACCOUNTS

The school district shall maintain its books and records and do its accounting in compliance with the Uniform Accounting and Reporting Standards for Minnesota School Districts (UFARS) provided for in the guidelines adopted by the Minnesota Department of Education and in compliance with applicable state laws and rules relating to reporting of revenues and expenditures.

IV. PERMANENT FUND TRANSFERS

Unless otherwise authorized pursuant to Minn. Stat. § 123B.80, as amended, or any other law, fund transfers shall be made in compliance with UFARS and permanent fund transfers shall only be made in compliance with Minn. Stat. §123B.79, as amended, or other applicable statute.

V. REPORTING

The school board shall provide for an annual audit of the books and records of the school district to assure compliance of its records with UFARS. Each year, the school district shall also provide for the publication of the financial information specified in Minn. Stat. §123B.10 in the manner specified therein.

Legal References: Minn. Stat. § 123B.02 (School District Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.14, Subd. 7 (Duties of School Board Clerk)

Minn. Stat. § 123B.75 (Revenue)
Minn. Stat. § 123B.76 (Expenditures)
Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)
Minn. Stat. § 123B.78 (Cash Flow, Revenues, Borrowing, Deficits)
Minn. Stat. § 123B.79 (Permanent Fund Transfers)
Minn. Stat. § 123B.80 (Exceptions for Permanent Fund Transfers)

Cross References: MSBA/MASA Model Policy 703 (Annual Audit)
MSBA Service Manual, Chapter 7, Education Funding

Reviewed by YME Administrators: December 30, 2008
First Reading: January 12, 2009
Second Reading: February 9, 2009
Adopted: February 9, 2009

702.1 ELECTRONIC FUNDS TRANSFERS

I. PURPOSE

The purpose of this policy is to provide procedures for the authorization of electronic fund transfers for business operations.

II. GENERAL STATEMENT OF POLICY

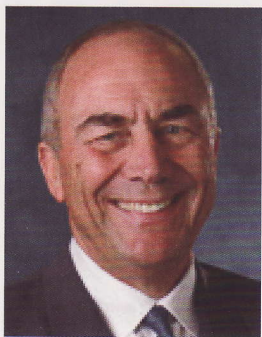
It is the policy of the school district to comply with all laws regarding electronic fund transfers for school districts.

III. REQUIREMENT

- A. The school board shall annually delegate the authority to make electronic fund transfers to the designated business administrators.
- B. The disbursing bank shall keep on file a certified copy of the delegation of authority.
- C. The initiator of the electronic funds transfer shall be identified.
- D. The initiator shall document the request and obtain an approval from a business administrator before initiating the transfer.
- E. A written confirmation of the transaction shall be made no later than one business day after the transaction and shall be used in lieu of a check, order check or warrant required to support the transaction.
- F. A list of all transactions made by electronic funds transfer shall be submitted to the school board at its next regular meeting after the transaction.

Legal Reference: Minn. Stat. 471.38 Subd. 3a

The Basics of Good Board Behavior



Dr. David Metzen

To paraphrase Joni Mitchell, I've looked at boards from both sides now. Serving as the South St. Paul superintendent of schools for 18 years and spending the last 11 years on the University of Minnesota's Board of Regents has given me unique insight into the dynamics of board behavior. Mix in 30 years on a bank board and serving as a director on several nonprofit boards, and I've pretty much covered all the board bases. Here are my guidelines for achieving better board dynamics.

Respect boundaries

Board members should never go around the CEO. It's a great temptation to fly solo and drill deeper into the organization, but undermining the CEO like that buys you a one-way ticket to Dysfunction Junction. Soon, the CEO is spending half the day putting out the fires you started.

Embrace diversity

The days of boardrooms stocked with nothing but white males are over. But diversity isn't just about gender and racial balance. It also means diversity of interests, backgrounds, perspectives and skill sets. You make better decisions with people who bring different things to the table.

Build a healthy environment

Watch out for the CBCers—Complainers, Blamers and Criticizers. They are cancers that rot the board from within. Good people, whether board members or staff, will not work in a corrosive environment. As the poison starts to spread, the eagles will fly away and you'll be stuck with the turkeys.

Be invisible

A good board is like a team of good referees in a basketball game. They set the rules and expectations by which the game is going to be played, but you don't even know they're there. A bad referee dominates, crosses boundaries, takes over a game, and suddenly, the players are not the focus, the referees are.

Manage and monitor

The board chair is responsible for managing the board. What does that entail? Overseeing committee assignments, drawing out members' strengths and keeping tabs on boundary issues are some starters. The board chair constructively challenges members and holds them accountable.

Never stop growing

What's a 10-letter word that begins with "S" and ends in disaster? Stagnation. A board needs to be stocked with lifelong learners committed to the relentless pursuit of personal and organizational self-improvement.

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Think big picture

The role of the board is visualizing where the organization will be at least three to five years in the future, then articulating that vision and putting policies in place that will get it there. If an issue can be resolved in the next month or the next year, it's likely a management decision.

Build bench strength

One of the first questions a board should ask is, "What happens if the CEO gets hit by a turnip truck?" If you can't identify at least one person within the organization whom you would consider for the job, you've got a serious problem.

Trust is a must

Absent trust, a board can't effectively resolve the tough issues—information will be withheld, cliques will form and consensus will be undermined. A good board engages in open and candid dialogue, confident that every member is trying to do what's best for the organization.

Unite as a team

People may think teams always get along. That's not necessarily the case. A true team player will speak up whenever a peer or an idea needs to be challenged. But once the decision is made, you have a responsibility to support that decision.

In my view, the primary characteristic of a good board is that it's always striving to get better. I hope these guidelines spark your board and CEO to take inventory and begin a candid dialogue. No topics should be off limits. You can reach new heights if you're willing to roll up your sleeves and dissect your dynamics, reinvigorate your relationships and iron out the issues. The potential payoff is huge: greater trust, deeper understanding, improved effectiveness and, best of all, happier stakeholders.

Dr. David Metzen, CEO of Metzen Leadership, is a speaker, executive coach and board consultant. For more information, visit www.davemetzen.com.



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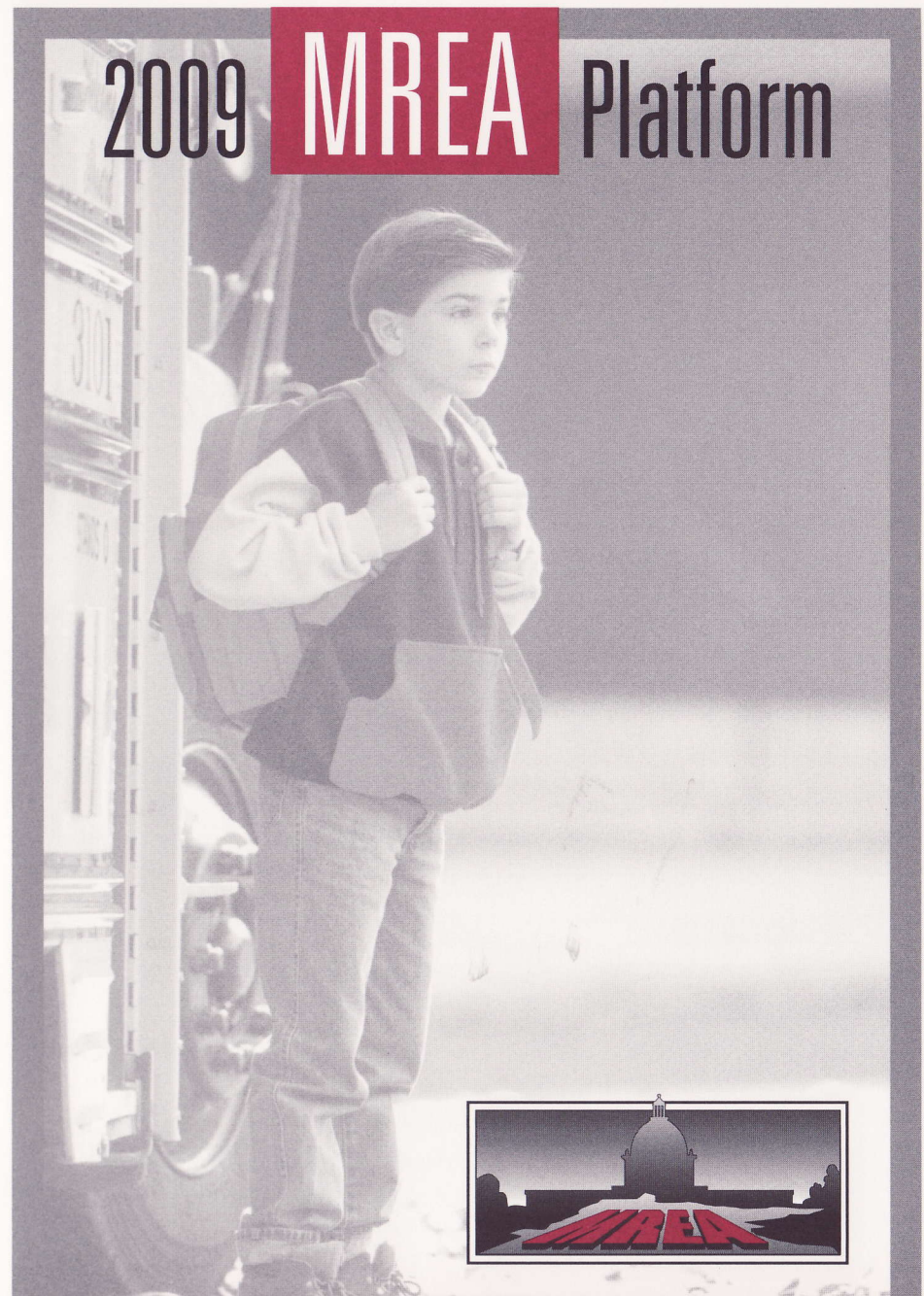
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2009 MREA Platform



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PREPARING

Each Student to Succeed

Give students the tools to be successful in life by:

- Maintaining high standards and providing access to a robust curriculum
- Measuring individual student growth through limited testing with timely and informative results
- Guaranteeing high quality teachers
- Integrating technology into the classroom
- Adequately and equitably financing a uniform P-16 system across Minnesota

In order to guarantee high quality teachers, the state should support:

- Competitive teacher compensation packages
- Regional math & science teacher academies and other professional growth opportunities
- Loan forgiveness and appropriate licensure flexibility options to increase the supply of teachers
- Additional training for first and second year teachers

In order to help schools better utilize technology to support students, the state should:

- Develop technology standards for schools and provide funding to erase gaps in school telecom capacity
- Provide on-going funding for telecom equity aid
- Support regional leadership and relevant teacher training so technology is integrated into curriculum, assessment and instruction
- Ensure quality of distance learning opportunities

A new “Minnesota Miracle” that works for rural students will provide:

- A stable funding stream that is indexed to inflation to eliminate reliance on operating referendums
- A basic pupil allowance consistent with school funding adequacy studies
- Expanded funding for early childhood programs and all day, every day kindergarten
- Full funding of the state’s special education formulas
- Direct state funding for court mandated placements
- Research based formulas for LEP and low income students
- Equalization formulas that are indexed to property inflation and treat property tax payers fairly throughout the state
- Regional coordination of and adequate funding for transportation services
- School district levy authority to pay for facility maintenance, health, safety and energy costs

Charter Schools:

- Impose a three year moratorium on new charter schools in communities where a public school closes or where the process of cooperation or consolidation is being considered
- Provide for charter school accountability to match other public schools

Special Education:

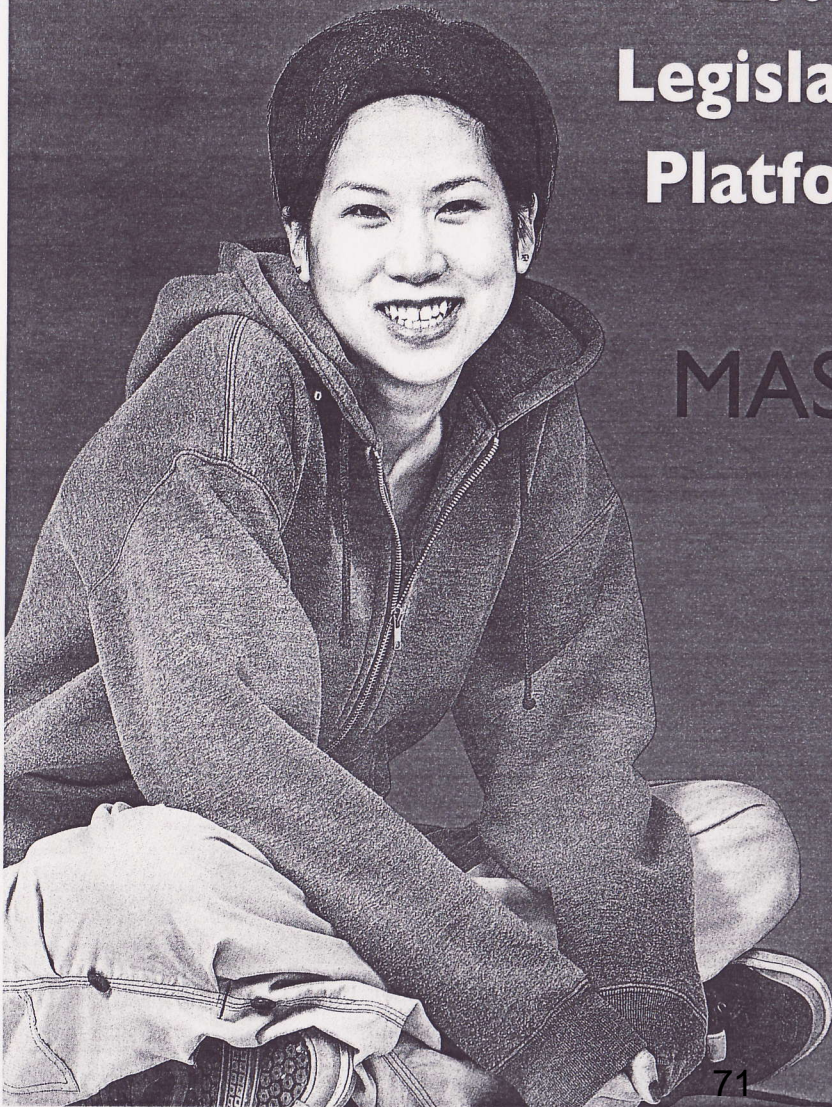
- Continue support for best practices including RTI and Positive Behavior Interventions & Supports (PBIS)
- Ensure that state rules and regulations exceeding federal minimum standards are providing effective services for children with disabilities

Minnesota Association of School Administrators

2009

Legislative Platform

MASA



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MASA members include over 500 public and non-public superintendents; directors of special education; other central office administrators; service providers such as instructors or administrators of education administration training programs; Minnesota Department of Education staff; and education district and service cooperative leaders.

Our Common Agenda:



Minnesota Association of School Administrators

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Our children are our responsibility — and our future

Minnesota is experiencing unprecedented and challenging times—making it more important than ever to invest in strong schools and successful learners. Tweaking the existing system, adding new mandates and starving schools of needed funding will not produce the results our State needs and wants. The following positions on school funding, the school pension system and six education policies offer a comprehensive approach to supporting this critical part of our state's infrastructure.

Stable and Predictable School Funding

Schools cannot educate the next generation of students successfully without a stable and predictable investment in Minnesota's schools.

- [1] **3½% per year:** The mandates, rules and regulations assigned to public education will result in cost increases of at least 3½% in each of the next two years. Schools are responsible for improved results—and the State is responsible for adequate funding of its public education system.
- [2] **Funding predictability:** Increases in revenue must be provided through a predictable methodology including automatic funding adjustments, increased school board levy authority and modification of the referendum recall process.
- [3] **Funding flexibility:** The State should allow maximum flexibility in the use of all funds by removing mandates and restrictions.
- [4] **A new funding system:** MASA supports the long-term solution outlined in the "New Minnesota Miracle" bill, which provides a significantly enhanced funding process.
- [5] **Paying for education:** Comprehensive funding solutions demand a significant commitment to investing in Minnesota's children. These investments require tax code revisions to produce the revenue necessary to properly educate our children.

Sustainable School Pension System

The Teachers Retirement Association system (TRA) is an important part of educator compensation, with teachers participating as partners with employers and the State. We need a system that is fully funded and provides fair benefits to all participants.

- [1] **Increase payments to ensure funding sufficiency:** Recent market losses to the TRA fund are significant and require an increased level of contributions to bring the fund back to a level of sufficiency. The rates of contribution for both employers and employees need to be increased immediately.
- [2] **Address post-1989 retirement issue:** Employees hired after 1989 need a modified retirement option that provides a 'rule of 90' retirement level.
- [3] **Balance revenue and contribution increases:** The employer contribution must not exceed one-fourth of the basic formula funding provided to schools annually.

Critical Policy Positions

The citizens of Minnesota expect and deserve continuously improving results from their public school system. This improvement is only possible if the State unties the hands of schools and adopts policies that encourage progressive changes in our education system. The following initiatives will help Minnesota move toward a world-class education system.

- [1] **No new mandates:** Legislative mandates often hamper the ability of Minnesota's schools to serve student needs. No new mandates should be added, and several recently passed mandates should be rescinded.



Minnesota's Promise: Ten Strategies for Creating World Class Schools

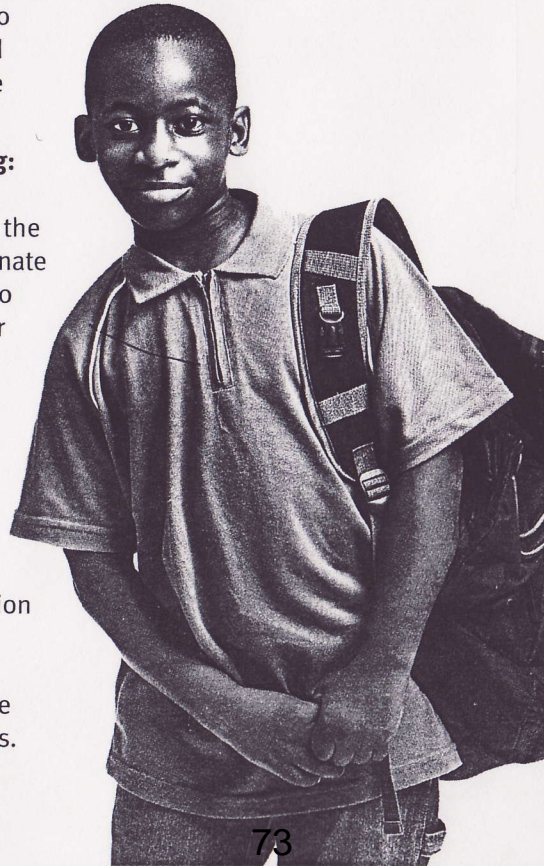
[2] Teacher quality: Minnesota needs to secure, develop and ensure we have the best possible teachers to educate our children. A number of actions by the State and teacher training institutions will help ensure we provide highly skilled teachers to Minnesota classrooms.

[3] Early education: Minnesota must make the leap to ensure that every child is provided with the support to become 'learning ready' by funding School Readiness, ECFE, Head Start and child care and by providing full-day kindergarten for every low-income child in the State.

[4] Education must be everyone's responsibility: Minnesota needs to develop a campaign to help students, parents and the community create a culture of high standards and expectations for student learning and preparation for post high school education and to help our citizens understand that schools cannot promote success alone.

[5] Time is essential for learning: Current state laws do not provide school districts with the necessary flexibility to coordinate with shared programs, nor do they provide enough time for instruction. Limits on the start of each school year should be removed, and five days should be added to each school year.

[6] Charter school reform: Requirements regarding the sponsorship and regulation of charter schools must be revamped to provide better oversight and ensure they are placed in appropriate locations.



Minnesota is at a crossroads, with two unacceptable achievement gaps that threaten our future: gaps between our students and their peers in the highest performing countries in the world, and gaps between demographic groups here at home. Schools will not be able to address those gaps without a consistent and substantial investment in our public education system. We support the vision outlined in the final report of *Minnesota's Promise: World Class Schools, World Class State* through ten interconnected strategies designed to focus energy at all levels on creating a world-class educational system.

- [1] Ensure that all academic roads are rigorous and lead to higher education.
- [2] Invest early in educational success.
- [3] Recruit, prepare, support and retain great educators.
- [4] Embrace our multicultural future—locally and globally.
- [5] Engage families and communities as full partners in education.
- [6] Use data and research to improve teaching and learning everyday.
- [7] Shape time to meet the needs of learning, rather than shaping learning to meet the constraints of time.
- [8] Provide services for students with special needs that are proactive, effective, efficient and adequately funded.
- [9] Provide schools with funding that is predictable and sufficient to produce world-class performance.
- [10] Ensure that students come to school physically and mentally ready to learn.

Upcoming Events and Activities

Event	Date	Location	Time
MSBA Phase I Training	January 13, 2009	Mpls. Hilton	7:00-9:30 PM
MSBA Phase II Training	January 14, 2009	Mpls. Hilton	8:45 am-3:00 PM
MSBA Leadership Conference	January 15, 2009	Mpls. Convention Center	8:00 am-3:00 PM
Paraprofessional Week	January 19-23, 2009	District	
Inservice Day - No School	January 19, 2009	District	
Late Start	January 20, 2009	District	
5-Year Planning Meeting/Second Board Meeting	January 26, 2009	YME Board Room	5:30 PM
Board Meeting	February 9, 2009	YME Board Room	7:00 PM