

# Yellow Medicine East ISD 2190 School Board Meeting Agenda



Monday, May 13, 2013 at 5:30 PM  
Regular Meeting  
YME Board Room

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- |   |    |
|---|----|
| 1. Call to Order  | 4  |
| 2. Approval of Agenda   |    |
| 3. Approval of April 8, 2013 Meeting Minutes                  | 8  |
| 4. Opportunity for Citizens to Speak                          |    |
| 5. Special Reports  |    |
| A. New York Trip - Senior Choir Students                      |    |
| 6. Board Committee Reports                                    |    |
| A. Finance Committee  |    |
| B. Policy Committee   |    |
| 7. Reports  |    |
| A. Enrollment Report  | 12 |
| B. Finance Report   | 13 |
| C. Bert Raney Elementary Report - M. Hesch                    |    |
| D. Middle/High School Report - M. Meihak                      |    |
| E. Superintendent Report - A. Stoeckman                       | 14 |
| 8. Policy Update  | 15 |
| A. Second Reading & Adoption - 500 Series Policies - Students |    |
| 1. 501 - School Weapons Policy                                |    |
| 2. 502 - Search of Lockers, Desks, Personal Possessions       |    |
| 3. 503 - Student Attendance                                   |    |
| 4. 504 - Student Dress & Appearance                           |    |
| 5. 505 - Distribution of Nonschool Materials                  |    |
| 6. 506 - Student Discipline                                   |    |
| 7. 507 - Corporal Punishment                                  |    |
| 8. 508 - Extended School Year for Students with IEP's         |    |
| 9. 509 - Enrollment of Nonresident Students                   |    |
| 10. 510 - School Activities                                   |    |

11. 511 - Student Fundraising	
12. 513 - Student Promotion, Retention, & Program Design	
13. 514 - Bullying Prohibition	
14. 515 - Protection & Privacy of Pupil Records	
15. 516 - Student Medication	
16. 518 - DNR & DNI Orders	
17. 519 - Interviews of Students from an Outside Agency	
18. 520 - Student Surveys	
19. 521 - Student Disability Nondiscrimination	
20. 522 - Student Sex Nondiscrimination	
21. 523 - Policies Incorporated by Reference	
22. 524 - Internet Acceptable Use & Safety	
23. 525 - Violence Prevention	
24. 526 - Hazing Prohibition	
25. 527 - Student Use and Parking of Motor Vehicles	
26. 528 - Student, Parental, Family, and Marital Status Nondiscrimination	
27. 529 - Staff Notification of Violent Behavior by Students	
28. 530 - Immunization Requirements	
29. 531 - The Pledge of Allegiance	
30. 532 - Use of Peace Officers & Crisis Teams to Remove Students with IEP's from School Grounds	
31. 533 - Wellness	
<b>B. First Reading - 600 Series Policies - Educational Programs</b>	
1. 601 - School District Curriculum & Instruction Goals	18
2. 603 - Curriculum Development	21
3. 611 - Home Schooling	24
4. 612.1 - Development of Parental Involvement Policies for Title I Programs	28
5. 613 - Graduation Requirements	33
6. 614 - School District Testing Plan & Procedure	39
7. 615 - Testing Accommodations, Modifications, & Exemptions for IEPs, Section 504 Plans, & LEP Students	45
8. 616 - School District System Accountability	48
9. 620 - Credit for Learning	54
<b>9. Action Items</b>	
A. Approval of Bills for Payment	61

B. Approval American Indian Policies & Procedures	
C. Resolution for Membership in the Minnesota State High School League - 2013-2014	83
D. Call for Bids to Provide Milk & Milk Products for the 2013-2014 School Year	84
E. Call for Bids to Provide Bread & Bread Products for the 2013-2014 School Year	85
F. Adoption of Travel Expense Reimbursement Procedures	86
G. Approval of Copier Lease	
H. Approval to Maintain a Minimum Unreserved Capital Fund Balance	
10. Personnel Items	
A. Retirement - Bert Raney Paraprofessional - M. Berg	87
B. Retirement - Custodian - P. Loken	88
C. Retirement - Elementary Teacher - J. Schaffran	89
D. Resignation - Hispanic Liaison - C. Juarez	90
11. Discussion Items	
A. Graduation	
12. Upcoming Events	
A. Baccalaureate - May 22, 2013 - Auditorium - 7:00 pm	
B. Upper Sioux Graduation - May 23, 2013 - Upper Sioux Community - 5:00 pm	
C. Last Day of School for Seniors - May 24, 2013	
D. Last Day of School - May 30, 2013 - Dismiss at 12:30 pm	
E. YME Commencement Ceremony - May 31, 2013 - Espeland Gym - 7:00 pm	
F. School Board Meeting - June 10, 2013 - YME Board Room - 7:00 pm	
13. Adjourn	

**YELLOW MEDICINE EAST PUBLIC SCHOOLS**  
Independent School District 2190

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To: YME School Board Members  
From: Allen Stoeckman, Superintendent  
Date: May 10, 2013  
RE: Board Meeting – May 13, 2013

The agenda notes for the May 13, 2013 Board meeting are as follows.

Please note that the meeting will begin at 5:30 pm.

Supporting exhibits are posted on BoardBook. Please let Denise know if you will be unable to attend.  
*Tim Opdahl will be out-of-town for business and is not able to attend.*

- | Item | Description   |
|------|---|
| 1.   | Call to Order   |
| 2.   | Approval of Agenda  |
| 3.   | Approval of April 8, 2013   |
| 4.   | Opportunity for Citizens to Speak   |
| 5.   | Special Reports   |
| A.   | New York Trip – Senior Choir Students   |
| 6.   | Board Committee Reports   |
| A.   | Finance Committee<br><i>Met May 3, 2013. Jane or Steve R will report. Deficit budget for FY13 has been reduced to from a -\$238,615 to -\$71,266. Legislature will fund All Day Kindergarten in FY15. Anticipate a small increase in Basic Aid for FY14 and FY15. Reductions are being discussed for Administration, Office, and Custodial.</i> |
| B.   | Policy Committee<br><i>Met May 8, 2013. Steve Z will report. Recommend Second Reading and Adoption of the 500 Series Policies regarding Students and recommend First Reading of the 600 Series Policies on Curriculum/Instruction.</i>  |
| 7.   | Reports   |
| A.   | Enrollment Report<br><i>Posted on BoardBook.</i>  |
| B.   | Finance Report<br><i>Posted on BoardBook</i>  |
| C.   | Bert Raney Elementary Report – M. Hesch   |
| D.   | YME High School Report – M. Meihak  |
| E.   | Superintendent Report – A. Stoeckman<br><i>Report posted on BoardBook.</i>  |

8. Policy Update

A. Second Reading & Adoption – 500 Series Policies – Students

1. 501 – School Weapons Policy
2. 502 – Search of Lockers, Desks, Personal Possessions
3. 503 – Student Attendance
4. 504 – Student Dress & Appearance
5. 505 – Distribution of Nonschool Materials
6. 506 – Student Discipline
7. 507 – Corporal Punishment
8. 508 – Extended School Year for Students with IEP’s
9. 509 – Enrollment of Nonresident Students
10. 510 – School Activities
11. 511 – Student Fundraising
12. 513 – Student Promotion, Retention, & Program Design
13. 514 – Bullying Prohibition
14. 515 – Protection & Privacy of Pupil Records
15. 516 – Student Medication
16. 518 – DNR-DNI Orders
17. 519 – Interviews of Students from an Outside Agency
18. 520 – Student Surveys
19. 521 – Student Disability Nondiscrimination
20. 522 – Student Sex Nondiscrimination
21. 523 – Policies Incorporated by Reference
22. 524 – Internet Acceptable Use & Safety
23. 525 – Violence Prevention
24. 526 – Hazing Prohibition
25. 527 – Student Use and Parking of Motor Vehicles
26. 528 – Student, Parental, Family, and Marital Status Nondiscrimination
27. 529 – Staff Notification of Violent Behavior by Students
28. 530 – Immunization Requirements
29. 531 – The Pledge of Allegiance
30. 532 – Use of Peace Officers & Crisis Teams to Remove Students with IEP’s from School Grounds
31. 533 – Wellness

B. First Reading – 600 Series Policies – Educational Programs

1. 601 – School District Curriculum & Instruction Goals
2. 603 – Curriculum Development
3. 611 – Home Schooling
4. 612.1 – Development of Parental Involvement Policies for Title I Programs
5. 613 – Graduation Requirements
6. 614 – School District Testing Plan & Procedure
7. 615 – Testing Accommodations, Modifications, & Exemptions for IEPs
8. 616 – School District System Accountability
9. 620 – Credit for Learning

9. Action Items
  - A. Approval of Bills for Payment
  - B. Approval of American Indian Policies & Procedures  
*Berta Bjerkeset, American Indian Liaison, will be in attendance to give an overview of this annual action item in accordance with Title VII funding. Recommend approval.*
  - C. Resolution to Renew Membership with the MN State High School League for the 2013-14 School Year  
*Recommend approval.*
  - D. Call for Bids to Provide Milk & Milk Products for the 2013-14 School Year  
*Recommend approval.*
  - E. Call for Bids to Provide Bread & Bread Products for the 2013-14 School Year  
*Recommend approval.*
  - F. Adoption of Travel Expense Reimbursement Procedures  
*Travel expenses related to Policy 412. No change in rates, only language of where document can be found. Recommend approval.*
  - G. Approval of Copier Lease  
*After receiving two bids, from Bennett Office of Willmar and A&B Business of Sioux Falls, I recommend approval of a 63-month lease with A&B Business. A&B is a current service provider. Current machines will stay at BRE and new machines replaced at MS/HS. We will have one call for service and billing. Overall projected savings of \$1,500 per year and immeasurable savings in the "hassle factor" category.*
  - H. Approval to Maintain a Minimum Unreserved Capital Fund Balance  
*As was done at the April Board Meeting where we approved a minimum balance for the General Fund of \$1,000,000, this will give direction to maintain a minimum balance of \$250,000 in the Capital Fund. Recommend approval.*
  
10. Personnel Items
  - A. Retirement – Bert Raney Paraprofessional – M. Berg  
*Marlene has served YME for 18 years. Her letter of resignation is posted on BoardBook. Recommend approval.*
  - B. Retirement – Custodian – P. Loken  
*Pam has served YME for 29 years. Her letter of resignation is posted on BoardBook. Recommend approval.*
  - C. Retirement – Elementary Teacher – J. Schaffran  
*Jane has served YME for 36 years. Her letter of resignation is posted on BoardBook. Recommend approval.*
  - D. Resignation – Hispanic Liaison – C. Juarez  
*Her letter of resignation is posted on BoardBook. Recommend approval.*
  
11. Discussion Items
  - A. Graduation
  
12. Upcoming Events
  - A. Baccalaureate – May 22, 2013 – Auditorium – 7:00 pm
  - B. Upper Sioux Graduation – May 23, 2013 – Upper Sioux Community – 5:00 pm
  - C. Last Day of School for Seniors – May 24, 2013
  - D. Last Day of School – May 30, 2013 – Dismiss at 12:30 pm
  - E. YME Commencement Ceremony – May 31, 2013 – Espeland Gym – 7:00 pm
  - F. School Board Meeting – June 10, 2013 – YME Board Room – 7:00 pm

13. Adjourn

**YELLOW MEDICINE EAST ISD #2190  
SCHOOL BOARD MEETING MINUTES  
MONDAY, APRIL 8, 2013– 7:00 PM  
YME BOARD ROOM**

Board Members Present: Jane Hagert, Dawn Odegard, Tim Opdahl, Steve Rupp, Grant Velde, Shelly Weir, Steve Zumhofe

Community / Staff Members Present: Kathy Anderson, Deb Beckler, LeeAnn Boushek, Melissa Hesch, Mike Meihak, Perry Oftedahl, Darrel Refsland, Al Stoeckman, Denise Streich, Kathy Velde

Chairman Velde Called the meeting to order.

Motion by Zumhofe, second by Weir and carried to approve the agenda for the meeting with the addition of two action items.

Motion by Odegard, second by Rupp and carried to approve the minutes from the March 11, 2013 meeting.

The opportunity for citizens to speak received no response.

Darrel Refsland, Perry Oftedahl, and 17 members of the YME FFA chapter who recently returned from a trip to Puerto Rico shared photos of their experiences.

Steve Rupp reported on the Buildings & Grounds Committee meeting held March 18, 2013.

Tim Opdahl reported on the Finance Committee meeting held March 25, 2013.

Steve Zumhofe reported on the Policy Committee meeting held April 4, 2013.

Enrollment & fund balance reports were submitted for review.

Bert Raney Elementary Principal, Melissa Hesch reported that Critters & Company presented to the students, preparation for MCA Testing is underway, and that planning has begun for the summer school program, Kids College.

YME Middle/High School Principal, Mike Meihak, reported that state testing is underway and will continue throughout the next 4-5 weeks, student registration will take place April 9, parent/teacher conferences were held with 126 parents in attendance, and the progress made by PBIS, Staff Development, QComp, and Teacher Evaluation committees.

Superintendent Allen Stoeckman reported that student opinions were gathered with regard to the reproductive health curriculum taught at YME, he attended the Oral Argument of the Wintz vs. Yellow Medicine East School District case held before the Minnesota Court of Appeals at the Brown County Courthouse in New Ulm on April 9, and administrator job performance surveys were launched this week.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 401 – Equal Employment Opportunity.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 402 –Disability Nondiscrimination.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 403 – Discipline, Suspension, & Dismissal of School District Employees.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 404 – Employment Background Checks.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 405 – Veteran’s Preference.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 406 – Public & Private Personnel Data.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 407 – Employee Right to Know.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 508 – Subpoena of a School District Employee.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 409 – Employee Publications, Instructional Materials, Inventions & Creations.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 410 – Family Medical Leave Policy.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 412 – Expense Reimbursement.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 413 – Harassment & Violence.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 414 – Mandated Reporting of Child Neglect & Abuse.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 416 – Drug & Alcohol Testing.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 417 – Chemical Use & Abuse.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 418 – Drug-Free Workplace/Drug-Free School.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 419 – Tobacco Free Environment.

Odegard, second by Weir and carried to approve the second reading and adoption of Policy 420 – Students & Employees with Communicable Diseases.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 423 – Employee & Student Relationships.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 424 – License Status.

Motion by Odegard, second by Weir and carried to approve the second reading and adoption of Policy 425 – Staff Development.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 501 – School Weapons Policy.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 502 – Search of Lockers, Desks, and Personal Possessions.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 503 – Student Attendance.

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Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 509 – Enrollment of Nonresident Students.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 510 – School Activities.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 511 – Student Fundraising.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 513 – Student Promotion, Retention, & Program Design.

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Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 519 – Interviews of Students from an Outside Agency.

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Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 521 – Student Disability Nondiscrimination.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 522 – Student Sex Nondiscrimination.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 523 – Policies Incorporated by Reference.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 524 – Internet Acceptable Use & Safety.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 525 – Violence Prevention.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 526 – Hazing Prohibition.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 527 – Student Use & Parking of Motor Vehicles.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 528 – Student, Parental, Family, and Marital Status Nondiscrimination.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 529 – Staff Notification of Violent Behavior by Students.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 530 – Immunization Requirements.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 531 – The Pledge of Allegiance.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 532 – Use of Peace Officers & Crisis Teams to Remove Students with IEP's from School Grounds.

Motion by Opdahl, second by Rupp and carried to approve the first reading of Policy 533 – Wellness.

Motion by Hagert, second by Weir to approve bills for payment. The motion was amended by Hagert to exclude check # 14716, second by Zumhofe and carried to approve bills for payment in the amount of \$310,367.18 with checks numbered 14657-14715 and 14717-14791; and wire transfers in the amount of \$163,914.68 numbered 201200113-201200117.

Motion by Zumhofe, second by Hagert and carried to approve the 2013-2014 YME School Calendar, as presented.

Motion by Odegard, second by Opdahl and carried to approve a membership agreement with the SW/WC Service Cooperative for the 2013-2014 school year as well as Addendum G – Special Education.

Motion by Weir, second by Odegard and carried to direct Tim Knapper, Activities Director, to respond to the Renville County West School District stating that Yellow Medicine East will not be accepting their proposal for a cooperative football agreement.

Motion by Opdahl, second by Rupp and carried to maintain a minimum unreserved general fund balance of \$1 million for FY2014 when considering budget reductions.

Motion by Opdahl, second by Hagert and carried to approve the contract agreement for Melissa Hesch, Bert Raney Elementary Principal, for the 2013-14 school year.

Motion by Zumhofe, second by Weir and carried to approve the contract agreement for Mike Meihak, YME MS/HS Principal, for the 2013-2014 school year.

Motion by Rupp, second by Odegard and carried to approve a one-year leave of absence request received from Elaine Hauger for the 2013-2014 school year.

Motion by Odegard, second by Hagert and carried to accept the resignation of Melissa Larson, ESL Teacher, effective at the end of the 2012-2013 school year.

Motion by Odegard, second by Weir and carried to accept the resignation of Heather Anderson, English Teacher, Newspaper Advisor, and One-Act Play Director, effective at the end of the 2012-2013 school year.

Motion by Hagert, second by Weir and carried to accept the resignation of Scott Jans, Girls Basketball Coach.

Upcoming Events

Board Meeting – May 13, 2013 – YME Board Room – 5:30 PM

The meeting was adjourned by Chairman Velde.

## YELLOW MEDICINE EAST ENROLLMENT UPDATE 2012-2013

	SEPTEMBER			OCTOBER			NOVEMBER			DECEMBER			JANUARY		
	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR
Kindergarten	61			61			60			59			59		
First Grade	59			58			57			57			58		
Second Grade	64			64			64			62			64		
Third Grade	56			57			57			57			57		
Fourth Grade	56			55			55			55			55		
Fifth Grade	51			51			50			49			48		
	347			346			343			339			341		
Sixth Grade		54			54			54			55			55	
Seventh Grade		74			74			73			72			72	
Eighth Grade		64			63			64			63			61	
Ninth Grade		51			51			51			52			53	
Tenth Grade		88			88			86			85			84	
Eleventh Grade		69			69			69			70			69	
Twelfth Grade		69			68			68			68			66	
		469			467			465			465			460	
K-12 TOTAL			816			813			808			804			801

	FEBRUARY			MARCH			APRIL			MAY			LAST DAY OF SCHOOL		
	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR
Kindergarten	59			60			60			60					
First Grade	58			57			57			58					
Second Grade	65			66			67			67					
Third Grade	56			57			58			58					
Fourth Grade	56			55			55			56					
Fifth Grade	49			49			49			48					
	343			344			346			347			0		
Sixth Grade		55			55			55			55				
Seventh Grade		71			71			70			70				
Eighth Grade		61			61			61			59				
Ninth Grade		53			53			53			54				
Tenth Grade		83			84			84			83				
Eleventh Grade		69			66			66			66				
Twelfth Grade		64			63			64			63				
		456			453			453			450			0	
K-12 TOTAL			799			797			799			797			0

**Yellow Medicine East #2190  
Board Report  
May-13**

2012-13	Original	Year to Date	Budget Balance	Percent	2011-12
By Fund	2012-13	Expenditures		Expended	YTD Expended
					On Original Budget
General	8,995,371	7,312,267	1,683,104	81.29%	80.92%
Food Service	404,975	296,512	108,463	73.22%	86.08%
Community Service	342,704	256,014	86,690	74.70%	69.90%
Debt Redemption	77,975	77,475	500	99.36%	99.91%
Debt Red. (Constr. Bonds)	1,061,633	1,060,133	1,501	99.86%	99.91%
OPEB Trust	279,100	131,107	147,993	46.98%	103.57%
OPEB Debt Service	192,645	192,095	550	99.71%	99.71%
<b>Sub-total</b>	<b>11,354,403</b>	<b>9,325,602</b>	<b>2,028,801</b>	<b>82.13%</b>	<b>83.26%</b>
Building Project (Fund 06)	0	0	0		11,386,348
<b>Total</b>	<b>11,354,403</b>	<b>9,325,602</b>	<b>2,028,801</b>		Bldg Expense Includes FY10, FY11, FY12

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

Building Project expended to date: \$11,386,348 (Includes FY12 A/P balance due ESG/Honeywell)

Salaries % expended to date (approximately)

Contracted July-June	Supt/Finance/Maint/Comm Ed	83.33%
Contracted August-July	Principals	75.00%
Contracted Sept-August	Teachers/Fd Svc Supv/Nurses	66.67%
12 Month Non-certified	Secretaries	83.33%
12 Month Non-certified	Custodians	80.00%
9 Month non-Certified	Assistants/Cooks	78.00%

**Liquid Asset Fund/Citizen's Alliance Money Market (Investments)**

4/30/2013

Month End Cash Invested	\$2,791,618.25	General Closing Market Value
Construction Account (QZABS 8.26 Mil)	\$3,573.82	Facilities Project
Capital/Energy Bonds (QZABS 2.485 Mil)	\$8.12	Facilities Project

**Electronic Fund Transfers/LAF Checks**

			From	To
4/10/2013	\$ 122.39	RevTrak Fees	LAF	Revtrak
4/10/2013	\$ 200,000.00	Board Accounts Payable (by Check)	LAF	GF Bank
4/17/2013	\$ 180,000.00	Board Accounts Payable (by Check)	LAF	GF Bank
4/22/2013	\$ -	Payroll (F&M Bank)	LAF	F&M Bank
4/22/2013	\$ 270,622.16	Payroll (GF Bank direct deposits)	LAF	GF Bank
4/25/2013	\$ 50,000.00	Board Accounts Payable	LAF	GF Bank
	\$ -	PERA Trust (OPEB)	OPEB Trust	LAF

Trust Fund (PERA)      OPEB      **\$1,473,035.91**      Ending      4/30/2013

# Yellow Medicine East - ISD 2190

Superintendent Report

May 13, 2013

- I attended a Children's Mental Health Conference on April 28-29. In one breakout session called "Make them Visible" I listened to a speaker who has Tourette's Syndrome. His message was how in school he was bullied by students and ignored by adults because of his "tics" eventually spending 2 years at home because of the stress at school. During that time he journaled his feelings which he summarized in two questions, "Does anyone see me?" "Does anyone like what they see?" One day a student (girl) did come to his house and visit him. He felt visible. Soon he tried one day of school, then two days, then three days, etc. and was able to begin going to school again full-time. He became a teacher and now spreads his message to teachers as he travels North America as a speaker. I want to applaud our teachers and staff who are making efforts through PBIS tokens and postcards to acknowledge every student and make them feel visible.
- I also attended a workshop on May 3 put on by SWEPT, SouthWest Emergency Preparedness Team. The topic was emergency communication. Helpful tips were provided on how to respond to the public and the media during a crisis. A key take-away message I heard was give action messages in small "bites" more frequently throughout the crisis (3 messages using 30 words or less). Tell the public, "Here is what we know now." later "Here is what we have learned." Use any and all types of electronic communication: text messaging, voice messaging, Facebook, Twitter.

**February 4, 2013 & March 4, 2013**

<u>Current</u>	<u>MSBA/MASA Review</u>
401 Equal Employment Opportunity (Mandated)	2009, Reworded opening sentence
402 Disability Nondiscrimination (Mandated)	2003, No change
403 Discipline, Suspension, District Employees	1999, No change
404 Employment Background Checks	2009, No change
405 Veteran's Preference	2010, Replace
406 Public and Private Personnel Data (Mandated)	2010, Added "terms and conditions"
407 Employee Right to Know ... (Mandated)	2009, No change
408 Subpoena of ... District Employee	2008, No change
409 Employee Publications ...	2009, Replace
410 Family and Medical Leave (Mandated)	2010, Replace
412 Expense Reimbursement (Mandated)	2009, Replace
413 Harassment and Violence (Mandated)	2010, Replace
414 Mandated Reporting ... (Mandated)	2010, Replace
416 Drug and Alcohol Testing	2010, No change
417 Chemical Use and Abuse (Mandated)	2008, No change
418 Drug-Free Workplace ... (Mandated)	2008, No change
419 Tobacco Free Environment (Mandated)	2009, Replace
420 Students ... Sexually Transmitted ... (Mandated)	2009, No change
421 Gifts to Employees	Dropped
423 Employee-Student Relationships	2009, Replace
424 License Status	2007, No change
425 Staff Development	2009, Replace
501 School Weapons (Mandated)	2008, No change
502 Search of Student Lockers ... (Mandated)	1999, No change
503 Student Attendance	2009, No change
504 Student Dress and Appearance	2012, No change
505 Distribution of Nonschool ...	2012, No change
506 Student Discipline (Mandated)	2010, No change
507 Corporal Punishment	2001, No change
508 Extended School Year ...	2008, No change
509 Enrollment of Nonresident Students	2011, No change
510 School Activities	2000, No change
511 Student Fundraising	2007, No change

**March 4, 2013 & April 4, 2013**

513 Student Promotion, Retention ...	2010, Add grade 3 identification
514 Bullying Prohibition (Mandated)	2010, Add "or group ..."
515 Protection and Privacy ... (Mandated)	2012, Replace
516 Student Medication (Mandated)	2008, Updates from Nurse
517 Student Recruiting	Drop?
518 DNR-DNI Orders	2012, No change
519 Interviews of Students by ...	2003, No change
520 Student Surveys	2010, No change
521 Student Disability Nondiscrimination (Mandated)	2012, Replace
522 Student Sex Nondiscrimination (Mandated)	2003, No change
523 Policies Incorporated ...	2010, No change

524	Internet Acceptable Use ... (Mandated)	2012, Merge local and model policies
525	Violence Prevention ...	2010, No change, remove ID language
526	Hazing Prohibition (Mandated)	2011, Replace
527	Student Use and Parking ...	2002, Remove language "no student vehicle use"
528	Student Parental, Family, ...	2003, No change
529	Staff Notification of Violent ...	2007, No change
530	Immunization Requirements	2012, Page 3 changes
531	Pledge of Allegiance (Mandated)	2008, No change
532	Use of Peace Officers ... (Mandated)	2012, Replace
533	Wellness (Mandated)	2012, No change

#### **April 4, 2013 & May 8, 2013**

601	District Curriculum & Instruction (Mandated)	2010, Replace
603	Curriculum Development (Mandated)	2012, Replace
611	Home Schooling	2012, Replace
612.1	Parental Involvement for Title I (Mandated)	2006, Replace
613	Graduation Requirements	2012, Replace
614	School District Testing	2012, Replace
615	Minnesota Assessments ...	2012, Replace
616	School District Accountability	2012, Replace
619	Staff Development for Standards	Drop?
620	Credit for Learning	2012, Replace
699	Homebound	Drop?

#### **Yearly Review stated in Policy 208**

214	Out-of-State Travel
413	Harassment and Violence
414	Mandated Reporting of Child Neglect or Physical or Sexual Abuse
506	Student Discipline
514	Bullying Prohibition
522	Student Sex Nondiscrimination
524	Internet Use and Safety Policy

#### **Referenced in Student Handbook**

503	Student Attendance
504	Student Dress and Appearance
505	Distribution of Nonschool-Sponsored Materials
506	Student Discipline
514	Bullying Prohibition
515	Protection and Privacy
522	Student Sex Nondiscrimination
523	Policies Incorporated by Reference
524	Internet Acceptable Use
526	Hazing Prohibition

#### **Referenced in Employee Handbook**

403	Employee Discipline
406	Public and Private Personnel Data
409	Publications

410	Family and Medical Leave
413	Harassment and Violence
414	Mandated Reporting of Child Neglect or Physical or Sexual Abuse
416	Drug and Alcohol Testing
417	Chemical Use and Abuse
419	Tobacco-Free Environment
420	Students and Employees with Sexually Transmitted Infections and Diseases
423	Employee-Student Relationships
501	School Weapons
505	Distributions of NonSchool Materials
506	Student Discipline
514	Bullying Prohibition
522	Student Sex Nondiscrimination
524	Internet Acceptable Use and Safety
526	Hazing Prohibition

*MSBA/MASA Reviewed: 2010*

*Previous Adoption: February 9, 2009*

*Reviewed by YME Administrators and Policy Committee: April/May 2013*

*First Reading: May 13, 2013*

*Second Reading: TBD*

*Adopted: TBD*

**601 SCHOOL DISTRICT CURRICULUM AND INSTRUCTION GOALS (Mandatory Policy)**

**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**

The policy of the school district is 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. These skills include:
  - 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 and will be expected to develop and apply essential knowledge that enables that student to:
1. live as a responsible, productive citizen and consumer within local, state, national, and global political, social, and economic systems;
  2. bring many perspectives, including historical, to contemporary issues;
  3. develop an appreciation and respect for democratic institutions;
  4. communicate and relate effectively in languages and with cultures other than the student's own;
  5. practice stewardship of the land, natural resources, and environment;
  6. use a variety of tools and technology to gather and use information, enhance learning, solve problems, and increase human productivity.
- 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 for:
1. establishing and achieving personal and career goals;
  2. adapting to change;
  3. leading a healthy and fulfilling life, both physically and mentally;
  4. living a life that will contribute to the well-being of society;
  5. becoming a self-directed learner;
  6. exercising ethical behavior.
- E. Students will be given the opportunity to acquire human relations skills necessary to:
1. appreciate, understand, and accept human diversity and interdependence;
  2. address human problems through team effort;
  3. resolve conflicts with and among others;
  4. function constructively within a family unit;

5. promote a multicultural, gender-fair, disability-sensitive society.

*[Example courtesy of the Winona School District]*

**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 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
MSBA/MASA Model Policy 616 (School District System Accountability)

**603 CURRICULUM DEVELOPMENT (Mandatory Policy)**

**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. The superintendent shall be responsible for keeping the school board informed of all state-mandated curriculum changes, as well as recommended discretionary changes, and for periodically presenting 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 – Mathematics and Reading)  
Minn. Rules Parts 3501.0200-3501.0290 (Graduation Standards – Written Composition)  
Minn. Rules Parts 3501.0505-3501.0655 (Academic Standards for Language Arts)  
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)  
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)  
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma)  
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 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
MSBA/MASA Model Policy 616 (School District System Accountability)  
MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)  
MSBA/MASA Model Policy 618 (Assessment of Student 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)

## **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 or guardian of a home-schooled child shall submit statements as required by Minn. Stat. § 121A.15, Subds. 1, 2, 3, 4, and 12, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 of the first year of home schooling in Minnesota and the grade 7 year. (Minn. Stat. § 121A.15, Subd. 8)

### **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)

*MSBA/MASA Reviewed: 2006*

*Previous Adoption: February 9, 2009*

*Reviewed by YME Administrators and Policy Committee: April/May 2013*

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*Second Reading: TBD*

*Adopted: TBD*

## **612.1 DEVELOPMENT OF PARENTAL INVOLVEMENT POLICIES FOR TITLE I PROGRAMS (Mandatory Policy)**

### **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. DEVELOPMENT OF DISTRICT LEVEL POLICY**

The school board will direct the administration to develop jointly with, agree upon with, and distribute to, parents of participating children a written parental involvement policy that will be incorporated into the school district's Title I plan. The policy will establish the expectations for parental involvement and describe how the school district will:

- A. Involve parents in the joint development of the school district's Title I plan and the process of school review and improvement;
- B. Provide the coordination, technical assistance, and other support necessary to assist schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance;
- C. Build the schools' and parents' capacity for strong parental involvement;
- D. Coordinate and integrate parental involvement strategies with similar strategies under other programs, such as Head Start, Early Reading First, Even Start, the

Parents as Teachers Program, the Home Instruction Program for Preschool Youngsters, and state-administered preschool programs;

- E. Conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the schools served, including identifying barriers to greater participation by parents, and, particularly, with parents who are economically disadvantaged, disabled, have limited literacy or English proficiency, or who are of a racial or ethnic minority;
- F. Use the findings of such evaluations to design strategies for more effective parental involvement and to revise, if necessary, the district-level and school-level parental involvement policies; and
- G. Involve parents in the activities of the schools.

#### **IV. DEVELOPMENT OF SCHOOL LEVEL POLICY**

The school board will direct the administration of each school to develop (or amend an existing parental involvement policy) jointly with, and distribute to, parents of participating children a written parental involvement policy, agreed upon by such parents, that shall describe the means for carrying out the federal requirements of parental involvement.

- A. The policy will describe the means by which each school with a Title I program will:
  - 1. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform 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. Offer a flexible number of meetings, transportation, child care, or home visits, as such services relate to parental involvement;
  - 3. Involve parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the parental involvement programs, including the school parental involvement policy and the joint development of the school-wide program plan, unless the school already has a program for involving parents in the planning and design of its programs that would adequately involve parents of participating children;
  - 4. Provide parents of participating children with: timely information about Title I programs; if requested by parents, opportunities for regular meetings to formulate suggestions, share experiences with other parents and to participate, as appropriate, in decisions relating to their child's education; and to respond to any such suggestions as soon as practicably

possible; and

5. If the school-wide program plan is not satisfactory to the parents of participating children, submit any parent's comments on the plan when it is submitted to the school district.
- B. As a component of this policy, 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:
1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to meet state student academic achievement standards;
  2. Describe the ways each parent will be responsible 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. Address the importance of communication between teachers and parents on an on-going basis through the use of:
    - a. Annual parent-teacher conferences to discuss the compact and the child's achievement;
    - b. Frequent progress reports to the parents; and
    - c. Reasonable access to staff, opportunities to volunteer, participate in the child's class, and observe in the child's classroom.
- C. To ensure effective involvement of parents and to support a partnership among the school, parents, and community to improve student academic achievement, the policy will describe how each school and the school district will:
1. Provide assistance to participating parents in understanding such topics as the state's academic content standards and state academic achievement standards, state and 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;
  2. Provide materials and training to assist parents in working with their children to improve their children's achievement, including coordinating necessary literacy training and using technology, as appropriate, to foster parental involvement;

3. Educate school staff, with the assistance of parents, in the value and utility of contributions of parents and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and school;
  4. Coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool programs, and other programs, to the extent feasible and appropriate;
  5. Ensure, to the extent practicable, that information about school and parent meetings, programs, and activities is sent home in a format and in a language the parents can understand; and
  6. Provide such other reasonable support for parental involvement activities as requested by parents.
- D. The policy will also describe the process to be taken if the school district and school choose to:
1. Involve parents in the development of training for school staff to improve the effectiveness of such training;
  2. Provide necessary literacy training with funds received under Title I programs if all other funding has been exhausted;
  3. Pay reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in meetings and training sessions;
  4. Train and support parents to enhance the involvement of other parents;
  5. Arrange meetings at a variety of times or have in-home conferences between teachers or other educators, who work directly with participating children, and parents who are unable to attend such conferences at school in order to maximize parental opportunities for involvement and participation in school-related activities;
  6. Adopt and implement model approaches to improving parental involvement;
  7. Develop appropriate roles for community-based organizations and business in parental involvement activities; and
  8. Establish a district-wide parent advisory council to provide advice on all matters related to parental involvement in Title I programs.

- E. To carry out the requirements of parental involvement, the school district and schools will provide full opportunities for the participation of parents with limited English proficiency or with disabilities, including providing information and school profiles in a language and form that is understandable by the parents.
- F. The school district and each school shall assist parents and parent organizations by informing such parents and parent organizations of the existence and purpose of such centers.

The policies will be updated periodically to meet the changing needs of parents and the school.

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

***Cross References:***

## **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**

The policy of the school district is that all students must satisfactorily complete, as determined by the school district, all course credit requirements, all state academic standards, or local standards where state standards do not apply, and successfully pass graduation examinations, as required, 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. “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.
- C. “Individualized Education Program” or “IEP” means a written statement developed for a student eligible by law for special education and services.
- D. “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.
- E. “GRAD” means the graduation-required assessment for diploma that measures the reading, writing, and mathematics proficiency of high school students.

### **IV. TEST ADMINISTRATOR**

The Secondary Principal 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 before the 2005-2006 school year, only Minnesota basic skills tests in reading, mathematics, and writing shall fulfill students' basic skills testing requirements for a passing state notation. The passing scores of basic skills tests in reading and mathematics are the equivalent of 75 percent correct for students entering grade 9 as based on the first uniform test administered in February 1998. Students who have not successfully passed a basic skills test by the end of the 2011-2012 school year must pass the GRAD as set forth in Section V.B. or V.C., except that, for the 2012-2013 and 2013-2014 school years only, these students must satisfy the state's graduation test requirement for math by complying with Sections V.C.1. and V.C.3.
- B. 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 GRAD 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 GRAD equivalent of those assessments for students designated as English language learners;
    - c. achieving an individual passing score on the GRAD 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 GRAD;
    - 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 GRAD 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.
- C. Students enrolled in grade 8 in any school year from the 2005-2006 school year to the 2009-2010 school year who do not pass the mathematics GRAD under Section V.B. above are eligible to receive a high school diploma if they:
1. Complete with a passing score or grade all state and local coursework and credits required for graduation by the school board granting the students their diploma;
  2. Participate in district-prescribed academic remediation in mathematics; and
  3. Fully participate in at least two retests of the mathematics GRAD test or until they pass the mathematics GRAD test, whichever comes first.
- D. Students beginning ninth grade in the 2011-2012 school year and later 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: (a) one credit in biology; (b) one chemistry or physics credit or a career and technical education credit that meets standards underlying the chemistry, physics, or biology credit or a combination of those standards approved by the school district; and (c) meeting biology standards under Section V.D.3.(b) does not meet the biology requirement under Section V.D.3.(a);
  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 credit requirement other than the specified science credit in biology under Section V.D.3. above.
  8. A career and technical education course may fulfill a mathematics or arts credit requirement or a science requirement other than the specified science credit in biology under Section V.D.2., V.D.3., or V.D.5. above.
- E. 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).
- F. Academic standards in health, world languages, and vocational and technical education will be reviewed in accordance with the curriculum review cycle.
- G. All students (including students on an IEP with alternative standards, a Section 504 accommodation plan, or students attending an alternative learning center) must satisfactorily complete the following required Graduation Standards in accordance with the standards developed by the Minnesota Department of Education (MDE):
1. Minnesota Academic Standards, Language Arts K-12;
  2. Minnesota Academic Standards, Mathematics K-12;
  3. Minnesota Academic Standards, Science K-12;
  4. Minnesota Academic Standards, Social Studies K-12; and
  5. Minnesota Academic Standards, Arts K-12;

## **VI. STUDENTS IN UNIQUE SITUATIONS**

In order to graduate from the school district, all students must fulfill the graduation test

requirements in reading, mathematics, and writing established by Minn. Stat. §§ 120B.02 and 120B.30 as set forth in Sections V.A., V.B., and V.C. above, with the following exceptions:

- A. ELL students are required to pass the GRAD only if they have been enrolled in any Minnesota school for at least four consecutive years. An ELL student who first enrolls in a Minnesota school in grade 9 or above and who completes the coursework and any other state and district requirements to graduate within a four-year period is not required to pass the GRAD;
- B. Shared-time students are not required to pass the GRAD unless they intend to graduate from the school district.
- C. Students who have transferred from another state will not be required to pass the GRAD if they passed graduation examinations in other states with examinations acceptable to MDE.
- D. Students with IEPs or 504 accommodation plans will be tested and required to pass the GRAD as specified in the students' IEPs or 504 accommodation plans.

## **VII. 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.

## **VIII. NOTICE**

Within 30 working days of a student's entry into grade 9 or transfer into the district during or after grade 9, the school district will notify students and their parents of the school district's graduation requirements and the grade in which the student will have the first opportunity to take a GRAD. The school district also will provide written notice of the GRAD results to parents and the student no later than 60 days after the school district receives the results and will provide written notice of the basic requirements test results no later than 90 days after the school district receives the results. The school district also will provide notice of remediation and/or additional testing opportunities and/or accommodations.

**Legal References:** Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)

Minn. Stat. § 120B.021 (Required Academic Standards)  
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. Stat. § 120B.30 (Statewide Testing and Reporting System)  
Minn. Rules Parts 3501.0010-3501.0180 (Graduation Standards – Mathematics and Reading)  
Minn. Rules Parts 3501.0200-3501.0290 (Graduation Standards – Written Composition)  
Minn. Rules Parts 3501.0505-3501.0655 (Academic Standards for Language Arts)  
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)  
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)  
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma)  
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 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
MSBA/MASA Model Policy 616 (School District System Accountability)

## **614 SCHOOL DISTRICT TESTING PLAN AND PROCEDURE**

### **I. PURPOSE**

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

### **II. GENERAL STATEMENT OF POLICY**

The policy of the school district is 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 basic requirements test administration plan. The school district test administrator shall file the plan with the Minnesota Department of Education (MDE) and deliver the plan to all households in the school district by October 15 of each year. The plan shall include, at a minimum, the following:

- A. The graduation requirements;
- B. The number of opportunities a student shall have to retake tests of basic requirements during each year;
- C. The opportunities for remediation for a student who has not passed tests of basic requirements;
- 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 requirements;
- E. The process for appealing the school district's response to requests in item D.; and
- F. The method to report breaches in test security procedures to the school district and MDE.

### **IV. TEST SECURITY**

- A. Security Requirements.

1. When administering tests for the basic requirements, the school district shall observe the following test security measures in addition to any requirements imposed by MDE:
  - a. All test booklets, answer sheets, and test materials shall be placed in locked storage before and after the test administration;
  - b. The tests, testing materials, and answer sheets are nonpublic data under Minn. Stat. § 13.34; and
  - c. No copies of test booklets or answer sheets shall be made.
  
2. When administering a graduation-required assessment for diploma (GRAD), the school district must observe the following test security measures:
  - a. All test materials must be secured, either physically or electronically, before and after the test administration;
  - b. All testing materials are nonpublic data under Minn. Stat. § 13.34; and
  - c. A student is required to present valid photo identification before being admitted to the testing site if:
    - (1) the student is not enrolled in the testing district; or
    - (2) the student is unknown to the test proctor.
  
3. The school district must report any known violations of test security to MDE which must accept reports of violations of test security from anyone with knowledge of such an incident.

B. Security Violations. MDE 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 MDE AND THE PUBLIC

- A. The school district shall report the information specified below to MDE annually by October 15 in a format to be determined by MDE.
- 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 requirement at the state standard level;
  3. The number of students at each grade level 9 through 12 passing each basic requirement 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 requirement 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 requirement; 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 requirement when all other graduation requirements have been met.

## **VI. REQUIRED DOCUMENTATION FOR PROGRAM AUDIT**

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

- A. Required notifications to parents and students meet the requirements of Minn. Rules Parts 3501.0120 and 3501.1120;
- B. Required student records meet the requirements of Minn. Rules Parts 3501.0130 and 3501.1130;
- 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 Parts 3501.0150 and 3501.1150;
- E. The school district's decisions and processes regarding testing accommodations, modifications, and granting exemptions are in compliance with Minn. Rules Parts 3501.0090, 3501.0100, and 3501.1180;

- F. The school district’s curriculum and instruction provides appropriate learning opportunities in the basic requirements in compliance with Minn. Rules Part 3501.0110 and state graduation requirements in compliance with Minn. Rules Part 3501.1110;
- G. Remediation plans for students are on file consistent with Minn. Rules Parts 3501.0110 and 3501.1110;
- H. The basic requirements test administration plan complies with Minn. Rules Part 3501.0140, subpart 2, and the GRAD administration plan complies with Minn. Rules Part 3501.1140;
- I. The documentation for students granted accommodations or exempted from testing complies with Minn. Rules Parts 3501.0090 and 3501.1190;
- J. The assessments and documentation of performance for students granted modifications of statewide standards comply with Minn. Rules Parts 3501.0090, subpart 2, item C, and 3501.1190; and
- K. The school district’s process for testing considerations for limited English proficiency 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.
  - 1. No later than thirty (30) working days after the date of the entrance into grade 9 or transfer of a student into the school district during or after grade 9, the school district shall provide to the parents and the student written notice of:
    - a. The graduation requirements; and
    - b. The grade in which the student shall have the first opportunity to take a test in a basic requirement.
  - 2. The school district shall provide parents and students with annual written notice of the grade in which the student will have the first opportunity to take a GRAD. The school district shall provide written notice to parents and students of GRAD results no later than sixty (60) days after the district receives the results of a GRAD. After the date of receiving test results, students must have a minimum of six (6) weeks for remediation before the next testing opportunity.

- C. Notice of Test Results and Remediation Opportunities. The school district shall provide no later than ninety (90) days after a student takes a test of basic requirements, written notice to the parents and the student of:
1. Basic requirements test results; and
  2. Consistent with Minn. Rules Part 3501.0050, subpart 3, if the student is in the graduating year:
    - a. The process by which a parent or student can request additional testing and testing accommodations after April 1; and
    - b. The process by which a parent or student can appeal the school district's decision if additional testing or testing accommodation is denied.
- D. Notice Pertaining to Adequate Yearly Progress. If the school district is proposed for identification for school improvement, for corrective action, or for restructuring by MDE, 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 MDE's proposal.

## **VIII. STUDENT RECORD KEEPING**

- A. Test Results. The school district shall keep a record on each student that includes:
1. The basic requirements tests taken;
  2. The results of the most recent basic requirements tests given;
  3. The GRADs taken; and
  4. The results of the most recent GRAD given.
- B. Student Progress. Individual student progress shall be reported on a student record as described below.
1. "Pass-state level" shall be noted on the record of a student who passes a basic requirement 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 requirement 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 requirement 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 requirement test.
5. “Pass” or “p” must be noted on the record of a student who passes a GRAD under standard conditions or with an accommodation.
6. “Pass” or “p” must also be noted on the record of a student who passes a GRAD with a modification established in the IEP or Section 504 accommodation plan in accordance with Minn. Rules Part 3501.1190. This notation is also used as a GRAD notation for any other modified or alternate assessment used for accountability purposes for students with disabilities. The records for students passing with an accommodation or a modification or who pass an alternate assessment must not differ from the records of students passing the test under standard conditions.

***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. Rules Parts 3501.0010-3501.0180 (Graduation Standards – Mathematics and Reading)  
 Minn. Rules Parts 3501.0200-3501.0290 (Graduation Standards – Written Composition)  
 Minn. Rules Parts 3501.0505-3501.0655 (Academic Standards for Language Arts)  
 Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
 Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)  
 Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)  
 Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma)  
 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 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
 MSBA/MASA Model Policy 616 (School District System Accountability)

*Second Reading: TBD*  
*Adopted: TBD*

**615 TESTING ACCOMMODATIONS, MODIFICATIONS, AND EXEMPTIONS FOR IEPs, SECTION 504 PLANS, AND LEP STUDENTS**

**I. PURPOSE**

The purpose of the policy is to provide adequate opportunity for students identified as having individualized education program (IEP), Rehabilitation Act of 1973, § 504 (504) accommodation, or limited English proficiency (LEP) needs to meet the graduation requirements of basic skills testings and graduation-required assessments for diploma (GRAD) tests.

**II. GENERAL STATEMENT OF POLICY**

A. The school district will utilize the existing annual review of IEPs or 504 accommodation plans to review, on a case-by-case basis, the extent of student participation in basic skills testing and GRAD testing. For students subject to GRAD testing, the student's IEP or 504 accommodation plan must identify one of the following decisions for each subject area of GRAD:

1. the student is expected to achieve the statewide standard with or without testing accommodations resulting in a "pass" or "p" notation on the record when achieving a passing score; or
2. the student is expected to achieve the statewide standard at an individually modified level of difficulty, resulting in a "pass" or "p" notation on the record when achieving the modified level. A Minnesota alternative assessment must be used when an IEP team chooses to replace the GRAD. Adoption of modifications for a student must occur concurrently with the adoption of transition goals and objectives as required by Minn. Stat. § 125A.08(a)(1). The IEP or 504 accommodation plan must define an appropriate assessment of the statewide standard at a modified level of difficulty. Achievement of the individually modified standard shall be certified only through documented student performance of the defined assessment.

Students subject to GRAD testing also must be tested under standard conditions as specified by the developer of the test except those students whose IEP or 504 accommodation plan specifies other decisions consistent with the above stated requirements.

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

students subject to basic skills testing. Students subject to GRAD testing are required to pass the GRAD if they have been enrolled in any Minnesota school for at least four consecutive years. An English language learner (ELL) student who first enrolls in a Minnesota school in grade 9 or above who completes the coursework and any other state and district requirements to graduate within a four-year period is not required to pass the GRAD.

### **III. DEFINITION OF TERMS**

See the current “Procedures Manual for the Minnesota Assessments” which can be found on the Minnesota Department of Education’s (MDE’s) Minnesota Assessments, General Resources, website at: [http://www.mnstateassessments.org/resources/Manuals/2011-12\\_Procedures\\_Manual.pdf](http://www.mnstateassessments.org/resources/Manuals/2011-12_Procedures_Manual.pdf).

### **IV. GRANTING AND DOCUMENTING ACCOMMODATIONS, MODIFICATIONS, OR EXEMPTIONS FOR BASIC SKILLS AND GRAD TESTING**

See Chapter 5 of the current “Procedures Manual for the Minnesota Assessments” which can be found on MDE’s Minnesota Assessments, General Resources, website at: [http://www.mnstateassessments.org/resources/Manuals/2011-12\\_Procedures\\_Manual.pdf](http://www.mnstateassessments.org/resources/Manuals/2011-12_Procedures_Manual.pdf).

### **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. Stat. § 125A.08(a)(1) (Individualized Education Programs)
  - Minn. Rules Parts 3501.0010-3501.0180 (Graduation Standards – Mathematics and Reading)
  - Minn. Rules Parts 3501.0200-3501.0290 (Graduation Standards – Written Composition)
  - Minn. Rules Parts 3501.0505-3501.0655 (Academic Standards for Language Arts)
  - Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
  - Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
  - Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
  - Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma)

- 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 616 (School District System Accountability)

*MSBA/MASA Reviewed: 2012*

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*Second Reading: TBD*

*Adopted: TBD*

## **616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY (Mandatory Policy)**

### **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 will establish a system to transition to the graduation requirements of the Minnesota Academic Standards. 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 and Profile of Learning content standards or Minnesota Academic Standards that school districts must offer and certify that students complete to be eligible for a high school diploma.
- C. “Profile of Learning” means content standards formerly required 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.
  2. The improvement goals should address recommendations identified through an 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. The Yellow Medicine East School District will follow the review cycle used by the Minnesota River Valley Education District (MRVED).
- C. Implementation of Graduation Requirements
1. The school board shall appoint a Graduation Standards Implementation Committee (i.e. School Improvement Committee) which shall advise the school board on implementation of the state and local graduation requirements, including K-12 curriculum, assessment, student learning opportunities, and other related issues. Recommendations of this committee shall be published annually to the community. The school board shall receive public input and comment and shall adopt or update this policy at least annually.
  2. The school board shall annually review and determine if student achievement levels at each school site meet federal expectations. If the school board determines that student achievement levels at a school site do not meet federal expectations and the site has not made adequate yearly progress for two consecutive school years, the Graduation Standards Implementation Committee shall work with the school site to adopt a plan to raise student achievement levels to meet federal expectations. The Graduation Standards Implementation Committee may seek assistance from the Commissioner of the Minnesota Department of Education (MDE) in developing a plan which must include parental involvement components.
  3. The educational assessment system component utilized by the school board to measure individual students' educational progress must be based, to the extent annual tests are administered, on indicators of achievement

growth that show an individual student's prior achievement. Indicators of achievement and prior achievement must be based on highly reliable statewide or districtwide assessments. The school board will utilize models developed by the Commissioner for measuring individual student progress. The school board must coordinate with MDE in evaluating school sites and continuous improvement plans, consistent with best practices.

D. Advisory Committee for Comprehensive Continuous Improvement of Student Achievement

1. By August 15 of each year, the Advisory Committee (i.e. School Improvement 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 will provide active community participation in:
  - a. Reviewing the school district instructional and curriculum plan, with emphasis on implementing the Minnesota Graduation Standards;
  - 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. A Principal
  - b. School Board Member
  - c. Student Representative
  - d. One teacher from each building or instructional level
  - e. Two parents from each building or instructional level
  - f. Two residents without school-aged children, non-representative of local business or industry
  - g. Two residents representative of local business or industry
  - h. School District Test Administrator (if different from “a.” above)
5. The Advisory Committee shall meet the following timeline each year:
- August: Organizational meeting of the Committee to review the authorizing legislation and the roles and responsibilities of the Committee as determined by the school board. Become familiar with the instruction and curriculum of the cycle content area. Review evaluation results and prepare recommendations.
- September: Present recommendations to the school board for its input and approval. Provide direction to and review “Annual Report on Curriculum, Instruction and

Student Achievement.”

- E. Evaluation of Student Progress Committee. A committee of professional staff shall develop 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.
  
- F. 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.
  
- G. 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 a summary of 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 the Minnesota 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 (Graduation Standards - Mathematics and Reading)  
Minn. Rules Parts 3501.0200-3501.0290 (Graduation Standards - Written Composition)  
Minn. Rules Part 3501.0160 (District Reporting Requirements)  
Minn. Rules Parts 3501.0505-3501.0655 (Academic Standards for Language Arts)  
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)  
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)  
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma)  
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 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)  
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)  
MSBA/MASA Model Policy 619 (Staff Development for Standards)  
MSBA/MASA Model Policy 620 (Credit for Learning)

## **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 Profile of Learning content standards pursuant to Policy 613, the purpose of this policy also is to recognize student achievement which occurs in other schools, in alternative learning sites, and in out-of-school experiences such as community organizations, work-based learning, and other educational activities and opportunities. The purpose of this policy also is to address the transfer of student credit from out-of-state, private, or home schools and online learning programs and to address how the school district will recognize student achievement obtained outside of the school district.

### **II. GENERAL STATEMENT OF POLICY**

The policy of the school district is to provide a process for awarding students credit toward graduation requirements for credits and grades students complete in other schools, post-secondary or higher education institutions, and online courses and programs. The policy of the school district is also to develop and provide processes and procedures by which students may meet a graduation requirement for a Profile of Learning content 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 may also waive the Profile of Learning content standards for certain students if the criteria for such waivers are met.

### **III. DEFINITIONS**

- A. “Accredited school” means a school that is accredited by an accrediting agency, recognized according to Minn. Stat. § 123B.445 or recognized by the Commissioner of the Minnesota Department of Education (MDE).
- B. “Blended learning” is a form of digital learning that occurs when a student learns part time in a supervised physical setting and part time through digital delivery of instruction, or a student learns in a supervised physical setting where technology is used as a primary method to deliver instruction.
- C. “Commissioner” means the Commissioner of MDE.
- D. “Digital learning” is learning facilitated by technology that offers students an element of control over the time, place, path, or pace of their learning and includes blended and online learning.

- E. “Eligible institution” means a Minnesota public post-secondary institution, a private, nonprofit two-year trade and technical school granting associate degrees, an opportunities industrialization center accredited by the North Central Association of Colleges and Schools, or a private, residential, two-year or four-year, liberal arts, degree-granting college or university located in Minnesota.
- F. “Nonpublic school” is a private school or home school in which a child is provided instruction in compliance with the Minnesota compulsory attendance laws.
- G. “Online learning” is a form of digital learning delivered by an approved online learning provider.
- H. “Online learning provider” is a school district, an intermediate school district, an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that provides online learning to students and is approved by MDE to provide online learning courses.

#### IV. TRANSFER OF CREDIT FROM OTHER SCHOOLS

- A. Transfer of Academic Requirements from Other Minnesota Public Secondary Schools
  - 1. The school district will accept and transfer secondary credits and grades awarded to a student from another Minnesota public secondary school upon presentation of a certified transcript from the transferring public secondary school evidencing the course taken and the grade and credit awarded.
  - 2. Credits and grades awarded from another Minnesota public secondary school may be used to compute honor roll and/or class rank if a student has earned at least *[insert number]* credits from the school district.
- B. Transfer of Academic Requirements from Other Schools
  - 1. The school district will accept secondary credits and grades awarded to a student for courses successfully completed at a public school outside of Minnesota or an accredited nonpublic school upon presentation of a certified transcript from the transferring public school in another state or nonpublic school evidencing the course taken and the grade and credit awarded.
    - a. When a determination is made that the content of the course aligns directly with school district graduation requirements, the student will be awarded commensurate credits and grades.
    - b. Commensurate credits and grades awarded from an accredited

nonpublic school or public school in another state may be used to compute honor roll and/or class rank if a student has earned at least *[insert number]* credits from the school district.

- c. In the event the content of a course taken at an accredited nonpublic school or public school in another state does not fully align with the content of the school district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements. Credit that does not fully align with the school district's high school graduation requirements will not be used to compute honor roll and/or class rank.
  - d. If no comparable course is offered by the school district for which high school graduation credit would be provided, no credit will be provided to the student.
2. Students transferring from a non-accredited, nonpublic school shall receive credit from the school district upon presentation of a transcript or other documentation evidencing the course taken and grade and credit awarded.
- a. Students will be required to provide copies of course descriptions, syllabi, or work samples for determination of appropriate credit. In addition, students also may be asked to provide interviews/conferences with the student and/or student's parent and/or former administrator or teacher; review of a record of the student's entire curriculum at the nonpublic school; and review of the student's complete record of academic achievement.
  - b. Where the school district determines that a course completed by a student at a non-accredited, nonpublic school is commensurate with school district graduation requirements, credit shall be awarded, but the grade shall be "P" (pass).
  - c. In the event the content of a course taken at an non-accredited, nonpublic school does not fully align with the content of the school district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements.
  - d. If no comparable course is offered by the school district for which local high school graduation credit would be provided, no credit will be provided to the student.
  - e. Credit and grades earned from a non-accredited nonpublic school

shall not be used to compute honor roll and/or class rank.

## **VI. POST-SECONDARY ENROLLMENT CREDIT**

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

## **VII. CREDIT FROM ONLINE LEARNING COURSES**

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

#### **VIII. ADVANCED ACADEMIC CREDIT**

- A. The school district will grant academic credit to a student attending an accelerated or advanced academic course offered by a higher education institution or a nonprofit public agency, other than the school district.
- B. Course credit will be considered only upon official documentation from the higher education institution or nonprofit public agency that the student successfully completed the course attended and passed an examination approved by the school district.
- C. When a determination is made that the content of the advanced academic course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.
- D. In the event the content of the advanced academic course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.
- E. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner and request a determination of the number of credits that shall be granted to a student.

#### **IX. PROCESS FOR AWARDING CREDIT**

- A. The building principal will be responsible for carrying out the process to award credits and grades pursuant to this policy. The building principal will notify

students in writing of the decision as to how credits and grades will be awarded.

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

***Legal References:*** Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)  
Minn. Stat. § 120B.021 (Required Academic Standards)  
Minn. Stat. § 120B.11 (School District Process)  
Minn. Stat. § 120B.14 (Advanced Academic Credit)  
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)  
Minn. Stat. § 123B.445 (Nonpublic Education Council)  
Minn. Stat. § 124D.03, Subd. 9 (Enrollment Options Program)  
Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Act)  
Minn. Stat. § 124D.095 (Online Learning Option)  
Minn. Rules Parts 3501.0010-3501.0180 (Graduation Standards – Mathematics and Reading)  
Minn. Rules Parts 3501.0200-3501.0290 (Graduation Standards – Written Composition)  
Minn. Rules Parts 3501.0505-3501.0655 (Academic Standards for Language Arts)  
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)

Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)  
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required  
Assessment for Diploma)

***Cross References:*** MSBA/MASA Model Policy 104 (School District Mission Statement)  
MSBA/MASA Model Policy 601 (School District Curriculum and  
Instruction Goals)  
MSBA/MASA Model Policy 613 (Graduation Requirements)  
MSBA/MASA Model Policy 614 (School District Testing Plan and  
Procedure)  
MSBA/MASA Model Policy 615 (Testing Accommodations,  
Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP  
Students)  
MSBA/MASA Model Policy 616 (School District System Accountability)  
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)  
MSBA/MASA Model Policy 624 (Online Learning Options)

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
14807	ADVOCATE TRIBUNE	05/13/2013	1	legals	0	383.10	1,243.99
01 E 005 010 000 000 380				BOARD OF EDUCATION//PRINTING/ADVERTISING/		383.10	
02 E 005 770 000 701 401			10	ENVELOPES	0	73.12	
				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/		73.12	
01 E 005 020 000 000 401			2	envelopes	0	125.13	
				SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		125.13	
01 E 005 640 000 316 401			3	display- parent forum	0	99.00	
				STAFF DEVELOPMENT/STAFF DEVELOPMENT/GENERAL SUPPLIES/		99.00	
04 E 500 505 000 321 380			4	health fair	0	563.64	
				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PRINTIN		563.64	
14808	AMERICINN MANKATO	05/13/2013	1177737	origins workshop	0	849.92	849.92
01 E 100 216 000 401 366				TITLE I - PART A/TITLE I/TRAVEL-SCHOOL BUSINESS/		849.92	
14809	AMERICAN WELDING AND GAS	05/13/2013	2206811		0	415.10	426.80
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		415.10	
01 E 300 301 501 830 433			2220743		0	11.70	
				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		11.70	
14810	ARAMARK CAMPUS DINING	05/13/2013	1		0	337.46	337.46
01 E 005 211 731 315 305				SECONDARY EDUCATION GENERAL/INTEGRATION/PROFESSIONAL FE		337.46	
14811	AVENUES FOR CARE	05/13/2013	2177	2-25-13 to 3-24-13	0	1,025.64	1,025.64
01 E 998 416 000 740 394				MULTIPLE DISABILITIES/STATE FUNDED SPECIAL ED/PAYMENTS		1,025.64	
14812	Vendor Continued Void	05/13/2013					0.00
14813	Vendor Continued Void	05/13/2013					0.00
14814	Vendor Continued Void	05/13/2013					0.00
14815	BENNETT & BENNETT INC.	05/13/2013	1	REG ROUTES	0	56,221.32	74,244.92
01 E 005 760 000 720 361				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/BUS CON		56,221.32	
01 E 300 258 233 000 370			10	BAND RENT	0	30.00	
				MUSIC//RENTALS AND LEASES/INSTRUMENTAL MUSIC		30.00	
01 E 005 203 733 315 360			12	BR AFTER SCHOOL	0	183.51	
				ELEMENTARY GENERAL ED./INTEGRATION/CONTRACTORS (NON-BEN		183.51	
01 E 005 760 000 720 361			2	FUEL	0	6,090.22	
				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/BUS CON		6,090.22	
01 E 100 203 000 733 361			21	2ND GRADE	0	104.50	
				ELEMENTARY GENERAL ED./TRANSPORTATION/NON-AUTHORIZED/BU		104.50	
01 E 300 211 000 733 361			22	DAKOTA	0	37.86	
				SECONDARY EDUCATION GENERAL/TRANSPORTATION/NON-AUTHORIZ		37.86	
01 E 300 292 219 733 361			23	TRACK	0	179.66	
				BOYS/GIRLS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/BUS		179.66	
01 E 300 294 215 733 361			24	BB	0	182.90	
				BOYS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/BUS CONTR.		182.90	
01 E 300 298 233 733 361			25	BENSON BAND	0	232.38	
				EXTRACURRICULAR ACTIVITIES/TRANSPORTATION/NON-AUTHORIZE		232.38	
01 E 300 298 501 733 361			26	VOG AG FFA	0	335.72	
				EXTRACURRICULAR ACTIVITIES/TRANSPORTATION/NON-AUTHORIZE		335.72	
01 E 005 760 000 714 361			27	SMSU-INT.	0	313.69	
				PUPIL TRANSPORTATION/INTEGRATION BUSSING/BUS CONTR. (XW		313.69	
01 E 300 298 233 733 361			28	BAND- MACPHAIL	0	483.02	
				EXTRACURRICULAR ACTIVITIES/TRANSPORTATION/NON-AUTHORIZE		483.02	

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			29	PARK SQUARE THEATRE-INT.	0	446.54	
01 E 005 760 000 714 361				PUPIL TRANSPORTATION/INTEGRATION BUSSING/BUS CONTR. (XW		446.54	
			3	clkfd shuttle	0	638.40	
01 E 005 760 000 720 361				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/BUS CON		638.40	
			4	OUT OF DISTRICT	0	-577.40	
01 E 005 760 000 713 361				PUPIL TRANSPORTATION/OPEN ENROLLMENT/BUS CONTR. (XWKD T		-577.40	
			5	ATHLETIC SHUTTLE	0	152.04	
01 E 005 760 000 717 361				PUPIL TRANSPORTATION/LATE ACTIVITY BUS/BUS CONTR. (XWKD		152.04	
			6	PL SHUTTLE	0	867.00	
01 E 005 760 000 723 361				PUPIL TRANSPORTATION/HANDICAPPED/BUS CONTR. (XWKD TO 36		867.00	
			7	BELVIEW RUN	0	2,639.63	
01 E 005 760 000 723 361				PUPIL TRANSPORTATION/HANDICAPPED/BUS CONTR. (XWKD TO 36		2,639.63	
			8	SPEC. NEEDS	0	3,619.04	
01 E 005 760 000 723 361				PUPIL TRANSPORTATION/HANDICAPPED/BUS CONTR. (XWKD TO 36		3,619.04	
			9	COSMOS RUN	0	2,064.89	
01 E 005 760 000 723 361				PUPIL TRANSPORTATION/HANDICAPPED/BUS CONTR. (XWKD TO 36		2,064.89	
14816 SANDY BERG		05/13/2013	1	TITLE I - PART A/TITLE I/FED SUB AWARD UNDER \$25,000/	0	2,000.00	2,000.00
01 E 100 216 000 401 303						2,000.00	
14817 BERGESON, KAIA		05/13/2013	1	BUILDING BRIDGES	0	23.65	23.65
04 E 500 505 000 882 433				COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/INDIVIDU		23.65	
14818 BFG SUPPLY COMPANY W11 MINN		05/13/2013	1403564	AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA	0	242.47	535.54
01 E 300 301 501 830 433						242.47	
			1403597	AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA	0	293.07	
01 E 300 301 501 830 433						293.07	
14819 BILL'S ELECTRIC		05/13/2013	5459	OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/	0	156.12	156.12
01 E 005 810 000 000 410						156.12	
14820 BLICK ART MATERIALS		05/13/2013	1697044	ART//SUPPLIES/	0	289.57	289.57
01 E 100 212 000 000 430						289.57	
14821 LAURA ANNE BRISTLE		05/13/2013	1	ANNE FRANK MEALS	0	32.00	32.00
01 E 005 790 000 315 401				OTHER PUPIL SUPPORT SERVICES/INTEGRATION/GENERAL SUPPLI		32.00	
14822 CASEY'S		05/13/2013	1	ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2	0	71.94	71.94
01 E 005 212 732 315 305						71.94	
14823 CDW GOVERNMENT, INC.		05/13/2013	BN73405	TECHNOLOGY/CAPITAL OUTLAY/TECHNOLOGY EQUIPMENT/	0	369.61	369.61
01 E 200 612 000 302 555						369.61	
14824 CENEX CREDIT CARD		05/13/2013	1	DRIVER'S ED	0	8.79	607.57
04 E 500 505 548 321 442				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/GAS & O		8.79	
			2	VEHICLES	0	391.77	
01 E 005 810 193 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/CAR EXPENSES		391.77	
			3	OUT. MAINT.	0	207.01	
01 E 005 810 191 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/OUTSIDE MAINTENAN		207.01	
14825 CENTER STAGE CURTAIN COMPANY		05/13/2013	4180	BAND ROOM	0	3,900.00	3,900.00
01 E 300 211 000 302 530				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/EQUIPMENT PU		3,900.00	
14826 CENTURY LINK		05/13/2013	1	OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/	0	190.27	231.70
01 E 005 810 000 000 320						190.27	
			22	PRINCIPAL'S OFFICE//COMMUNICATIONAL SERVICES/	0	41.43	
01 E 610 050 000 000 320						41.43	

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14827	Vendor Continued Void	05/13/2013					0.00
14828	CITY OF GRANITE FALLS	05/13/2013	1	BR WATER/SEWER	0	622.31	11,234.29
01 E 005 810 183 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/SEWER-WATE		622.31	
			2	BR ELEC	0	2,674.94	
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		2,674.94	
			3	HS WATER/SEWER	0	911.68	
01 E 005 810 183 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/SEWER-WATE		911.68	
			4	HS ELECTRICITY	0	6,891.66	
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		6,891.66	
			5	TRACK	0	30.79	
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		30.79	
			6	CARPENTRY	0	12.00	
01 E 300 361 000 000 330				CARPENTRY//UTILITY SERVICES/		12.00	
			7	OM	0	90.91	
01 E 005 810 191 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/OUTSIDE MA		90.91	
14829	CLASSROOM PRODUCTS LLC	05/13/2013	10034		0	46.75	46.75
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/		46.75	
14830	CLINICARE CORPORATION	05/13/2013	261258	MAR TUITION	0	2,786.20	5,572.40
01 E 998 420 000 740 392				SPECIAL EDUCATIONAL GENERAL/STATE FUNDED SPECIAL ED/OUT		2,786.20	
			263579	april	0	2,786.20	
01 E 998 420 000 740 392				SPECIAL EDUCATIONAL GENERAL/STATE FUNDED SPECIAL ED/OUT		2,786.20	
14831	CONSUMERS COOPERATIVE OIL CO.	05/13/2013	1		0	25.64	25.64
01 E 025 810 000 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/		25.64	
14832	CONTINENTAL CLAY CO	05/13/2013	77619		0	281.84	281.84
01 E 100 212 000 000 430				ART//SUPPLIES/		281.84	
14833	COOLE SCHOOL	05/13/2013	1		0	695.47	695.47
01 E 100 216 000 401 401				TITLE I - PART A/TITLE I/GENERAL SUPPLIES/		695.47	
14834	COUNTRYSIDE PUBLIC HEALTH	05/13/2013	1	hep b shot	0	50.00	50.00
01 E 005 860 000 352 305				HEALTH & SAFETY EQUIP/ENVIRONMENTAL HLTH & SAFETY/PROFE		50.00	
14835	CHAR DAHL	05/13/2013	1	PACT 4	0	6.34	6.34
01 E 300 211 000 000 899				SECONDARY EDUCATION GENERAL//MISCELLANEOUS EXPENSE/		6.34	
14836	DAVE'S ELECTRIC CO	05/13/2013	1		0	26.80	26.80
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/		26.80	
14837	DEAN FOODS NORTH CENTRAL, INC.	05/13/2013	1		0	2,743.16	2,743.16
02 E 005 770 000 701 495				FOOD SERVICES/SCHOOL LUNCH/MILK/		2,140.19	
02 E 005 770 000 705 495				FOOD SERVICES/BREAKFAST/MILK/		602.97	
14838	EAP CONSULTANTS	05/13/2013	12-13	124 X 1.56	0	193.44	193.44
01 L 230 92				GENERAL FUND/DEFERRED REVENUE/WELLNESS \$		193.44	
14839	Vendor Continued Void	05/13/2013					0.00
14840	ECONOMART	05/13/2013	1	FACS	0	1,032.94	2,101.76
01 E 300 331 000 830 433				FAMILY LIFE SCIENCE (VOC)/VOCATIONAL PROGRAMS/INDIVIDUA		1,032.94	
			10	SUPPLIES- DAVID	0	24.40	
01 E 300 292 000 000 382				LEE BOYS/GIRLS ATHLETICS//LAUNDRY AND DRY CLEANING/		24.40	
			11	SCIENCE	0	7.60	
01 E 300 260 000 000 430				NATURAL SCIENCES//SUPPLIES/		7.60	
			12		0	14.61	
01 E 300 331 000 830 433				FAMILY LIFE SCIENCE (VOC)/VOCATIONAL PROGRAMS/INDIVIDUA		14.61	

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01 E 300 211 000 000 899			176	PARENT FORUM SECONDARY EDUCATION GENERAL//MISCELLANEOUS EXPENSE/	0	50.97 50.97	
01 L 230 33			2	GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU	0	96.65 96.65	
01 E 005 211 731 315 305			4	GOAL #1 SECONDARY EDUCATION GENERAL/INTEGRATION/PROFESSIONAL FE	0	138.30 138.30	
01 E 005 640 000 316 401			66	SCHOOL IMPROVEMENT MTG. STAFF DEVELOPMENT//STAFF DEVELOPMENT//GENERAL SUPPLIES/	0	44.69 44.69	
01 E 005 010 000 000 899			68	BOARD WORK SESSION BOARD OF EDUCATION//MISCELLANEOUS EXPENSE/	0	49.37 49.37	
01 E 100 203 372 000 899			7	2ND GRADE SNACK ELEMENTARY GENERAL ED.//MISCELLANEOUS EXPENSE/SNACKS-2N	0	529.99 529.99	
04 E 500 505 000 882 433			8	CENTURY 21 GRANT COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/INDIVIDU	0	41.84 41.84	
09 L 230 27			9	HEALTH FAIR TRUST FUND/DEFERRED REVENUE/SR. CITIZENS GEN ACTIVITY	0	70.40 70.40	
14841 EHLERS AND ASSOCIATES INC		05/13/2013	64028	DISCLOSURE REPORTING ACCOUNTING OFFICE//PROFESSIONAL FEES/	0	2,078.75 2,078.75	2,078.75
01 E 005 110 000 000 305							
14842 EPIC SPORTS		05/13/2013	400414	BASEBALL BOYS/GIRLS ATHLETICS//MISCELLANEOUS EXPENSE/	0	276.94 276.94	276.94
01 E 300 292 000 000 899							
14843 FARMERS UNION OIL CO.		05/13/2013	1	TRACTOR BRUSH OPERATIONS AND MAINTENANCE//GAS & OIL/OUTSIDE MAINTENAN	0	70.19 70.19	70.19
01 E 005 810 191 000 442							
14844 FIRST CHOICE FOOD & BEVERAGE S		05/13/2013	1	ALA CARTE FOOD SERVICES/ALA CARTE/OTHER/FOOD/	0	19.20 19.20	19.20
02 E 005 770 000 707 490							
14845 FOOD SERVICES OF AMERICA		05/13/2013	1	FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/ FOOD SERVICES/SCHOOL LUNCH/FOOD/ FOOD SERVICES/BREAKFAST/FOOD/ FOOD SERVICES/ALA CARTE/OTHER/FOOD/	0	13,643.04 224.00 11,672.72 1,515.99 230.33	13,643.04
02 E 005 770 000 701 401							
02 E 005 770 000 701 490							
02 E 005 770 000 705 490							
02 E 005 770 000 707 490							
14846 GOOGLE, INC.		05/13/2013	5754867	TECHNOLOGY//GENERAL SUPPLIES/KAREN MCCOY	0	14.67 14.67	14.67
01 E 200 612 199 000 401							
14847 GRANITE FALLS AUTO PARTS		05/13/2013	223438	OPERATIONS AND MAINTENANCE//GENERAL SUPPLIES/CAR EXPENS	0	197.21 197.21	197.21
01 E 005 810 193 000 401							
14848 GRANITE FALLS HOSPITAL		05/13/2013	1	BLOOD DRAWS - WELLNESS GRANT GENERAL FUND/DEFERRED REVENUE/WELLNESS \$	0	1,815.00 1,815.00	1,815.00
01 L 230 92							
14849 GRANITE FALLS SUPER MOTEL		05/13/2013	2074	PRAIRIE FIRE THEATRE GENERAL FUND/DEFERRED REVENUE/ARTS COUNCIL	0	889.70 889.70	889.70
01 L 230 01							
14850 GRAPHIC EDGE		05/13/2013	676084	VOLLEYBALL T'S COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	120.82 120.82	2,194.57
04 E 500 505 000 321 450							
04 E 500 505 000 321 450			681506	STING ATHLETICIS COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	1,073.23 1,073.23	
04 E 500 505 000 321 450			683769	SOCCER T'S COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	485.95 485.95	
04 E 500 505 000 321 450			685290	COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	514.57 514.57	

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14851	GREAT PLAINS NATURAL GAS CO	05/13/2013	1	CLARKFIELD	0	20.00	4,474.69
01 E 025 810 000 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		20.00	
			10	BRE	0	1,074.35	
01 E 005 810 000 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		1,074.35	
			2	HS	0	3,298.57	
01 E 005 810 000 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		3,298.57	
			3	OM	0	81.77	
01 E 005 810 191 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/OUTSIDE		81.77	
14852	HAAN CRAFTS	05/13/2013	190283		0	154.50	154.50
01 E 350 250 000 000 450				FAMILY CONSUMER SCIENCE//MATERIALS PURCH FOR RESALE/		154.50	
14853	HAMERAY PUBLISHING GROUP	05/13/2013	107754		0	352.00	352.00
01 E 100 216 000 401 433				TITLE I - PART A/TITLE I/INDIVIDUAL INST SUPPLIES/		352.00	
14854	HENDERSON, ROBIN	05/13/2013	1		0	48.18	108.55
01 E 005 212 732 315 433				ART/INTEGRATION/INDIVIDUAL INST SUPPLIES/INTEGRATION GO		48.18	
			2		0	60.37	
01 E 005 211 731 315 305				SECONDARY EDUCATION GENERAL/INTEGRATION/PROFESSIONAL FE		60.37	
14855	HILLYARD/HUTCHINSON	05/13/2013	1		0	1,260.73	1,260.73
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		1,260.73	
14856	INNOVATIVE OFFICE SOLUTIONS	05/13/2013	0258399		0	51.98	347.05
01 E 100 212 000 000 430				ART//SUPPLIES/		51.98	
			262921		0	12.65	
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/		12.65	
			277477		0	191.44	
01 E 300 211 000 000 430				SECONDARY EDUCATION GENERAL//SUPPLIES/		191.44	
			277477-		0	90.98	
01 E 300 260 000 000 430				NATURAL SCIENCES//SUPPLIES/		90.98	
14857	INSTRUMENTALIST PRODUCTS CO.	05/13/2013	1		0	15.50	197.50
01 E 300 298 233 000 401				EXTRACURRICULAR ACTIVITIES//GENERAL SUPPLIES/INSTRUMENT		15.50	
			10		0	182.00	
01 E 300 258 233 000 430				MUSIC//SUPPLIES/INSTRUMENTAL MUSIC		182.00	
14858	INTERNATIONAL ACADEMY OF SCIEN	05/13/2013	6607		0	159.60	159.60
01 E 300 200 000 000 433				POST SECONDARY OPTIONS ENROLL//INDIVIDUAL INST SUPPLIES		159.60	
14859	ISCORP	05/13/2013	657517	SKYWARD FINANCE	0	195.50	195.50
01 E 005 110 000 000 350				ACCOUNTING OFFICE//REPAIRS AND MAINTENANCE SVCS/		195.50	
14860	JEFFREY IVERSON	05/13/2013	1	DOOR HANDLE	0	8.99	8.99
01 E 300 298 236 000 401				EXTRACURRICULAR ACTIVITIES//GENERAL SUPPLIES/MUSICAL		8.99	
14861	JIM'S CLOTHING & SPORTING GOOD	05/13/2013	86951		0	23.70	198.20
01 E 300 294 213 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/BASKETBALL		23.70	
			87030		0	174.50	
01 E 300 292 219 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/TRACK		174.50	
14862	KILOWATT COMMUNITY CENTER	05/13/2013	1	VB GYM RENTAL	0	100.00	1,300.00
01 E 300 298 000 000 370				EXTRACURRICULAR ACTIVITIES//RENTALS AND LEASES/		100.00	
			2	TRACK POOL RENTAL	0	400.00	
01 E 300 298 000 000 370				EXTRACURRICULAR ACTIVITIES//RENTALS AND LEASES/		400.00	
			3	TENNIS GYM RENTAL	0	200.00	
01 E 300 298 000 000 370				EXTRACURRICULAR ACTIVITIES//RENTALS AND LEASES/		200.00	
			4	SOFTBALL	0	200.00	

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01 E 300 298 000 000 370				EXTRACURRICULAR ACTIVITIES//RENTALS AND LEASES/		200.00	
			5	ELEM. POOL- GYM	0	300.00	
01 E 300 298 000 000 370				EXTRACURRICULAR ACTIVITIES//RENTALS AND LEASES/		300.00	
			6	NHS	0	100.00	
01 E 300 211 000 000 370				SECONDARY EDUCATION GENERAL//RENTALS AND LEASES/		100.00	
14863 KLOCKIT		05/13/2013	678330		0	39.81	39.81
01 E 300 255 000 000 430				INDUSTRIAL EDUCATION//SUPPLIES/		39.81	
14864 KNAPPER, TIMOTHY		05/13/2013	1		0	1,506.90	1,693.44
01 E 300 298 194 000 379				EXTRACURRICULAR ACTIVITIES//STATE EXPENSES/ROBOTICS (FY		1,506.90	
			2	BOYS/GIRLS ATHLETICS//TRAVEL-SCHOOL BUSINESS/	0	186.54	
01 E 300 292 000 000 366						186.54	
14865 KEITH L KOERLIN		05/13/2013	1	SCREENING	0	55.00	55.00
01 L 230 92				GENERAL FUND/DEFERRED REVENUE/WELLNESS \$		55.00	
14866 SHEILA LAVOIE		05/13/2013	1	APRIL '13	0	1,518.72	1,518.72
				TRANSPORTATION			
01 E 005 760 723 723 361				PUPIL TRANSPORTATION/HANDICAPPED/BUS CONTR. (XWKD TO 36		1,518.72	
14867 LEE'S AUTO & DIESEL INC.		05/13/2013	27000	NEW STARTER	0	185.00	296.00
01 E 005 810 193 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		185.00	
			27011	PATCH TIRE	0	15.00	
01 E 005 810 193 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		15.00	
			27265		0	96.00	
01 E 005 810 193 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		96.00	
14868 MACKIN LIBRARY MEDIA		05/13/2013	351870		0	305.64	305.64
01 E 100 620 000 000 401				EDUCATIONAL MEDIA/LIBRARY//GENERAL SUPPLIES/		305.64	
14869 MARCY MATHWORKS		05/13/2013	13-024-06		0	172.59	172.59
01 E 300 256 000 000 430				MATHEMATICS//SUPPLIES/		172.59	
14870 MAXWELL MEDALS & AWARDS		05/13/2013	3093257-IN	TRACK	0	174.00	174.00
01 E 300 292 219 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/TRACK		174.00	
14871 MCDOWALL COMPANY INC.		05/13/2013	1677	home ec	0	4,186.00	4,186.00
01 E 005 850 000 302 522				FACILITIES/CAPITAL OUTLAY/BUILDING IMPROVEMENTS/		4,186.00	
14872 KARLA J MEYER		05/13/2013	1	SHOES PER	0	56.01	112.02
				CONTRACT			
02 E 005 770 126 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/CUSTODIAL D		56.01	
			10	SHOES	0	56.01	
02 E 005 770 126 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/CUSTODIAL D		56.01	
14873 MICHAELSON, CATHY		05/13/2013	1	WEE READ	0	19.97	19.97
01 E 100 203 182 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/WEE READ PROGRAM		19.97	
14874 MINNEOTA SCHOOL DISTRICT		05/13/2013	1	body world	0	96.00	96.00
				tickets			
01 E 005 211 731 315 305				SECONDARY EDUCATION GENERAL/INTEGRATION/PROFESSIONAL FE		96.00	
14875 MINNESOTA ELEVATOR, INC.		05/13/2013	276652		0	319.84	319.84
01 E 005 860 000 347 590				HEALTH & SAFETY EQUIP/PHYSICAL HAZARD CONTROL/OTHER CAP		319.84	
14876 MN FEED DISTRIBUTORS		05/13/2013	90725 & 90728	SALT	0	144.00	144.00
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		144.00	
14877 MN RIVER AREA AGENCY ON AGING		05/13/2013	1	REFUND 12-31-12	0	683.00	683.00
				TELEPHONE			
				REASSURANCE			
04 R 500 590 000 321 099				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/MISCELLANE		683.00	

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14878	MUSIC MART	05/13/2013	759911		0	22.00	29.19
01 E 300 258 233 000 350				MUSIC//REPAIRS AND MAINTENANCE SVCS/INSTRUMENTAL MUSIC		22.00	
			762009		0	7.19	
01 E 300 258 233 000 450				MUSIC//MATERIALS PURCH FOR RESALE/INSTRUMENTAL MUSIC		7.19	
14879	MUSIC STREET	05/13/2013	21475		0	133.62	133.62
01 E 300 258 233 000 450				MUSIC//MATERIALS PURCH FOR RESALE/INSTRUMENTAL MUSIC		133.62	
14880	MVCC	05/13/2013	1	SPECIAL ED SERVICES	0	200,000.00	200,000.00
01 E 200 420 000 740 396				SPECIAL EDUCATIONAL GENERAL/STATE FUNDED SPECIAL ED/DUE		200,000.00	
14881	MVTV	05/13/2013	1	maint. internet	0	47.95	47.95
01 E 200 612 199 000 305				TECHNOLOGY//PROFESSIONAL FEES/KAREN MCCOY		47.95	
14882	NELSEN'S CLEANERS & LAUNDERERS	05/13/2013	2		0	23.77	23.77
02 E 005 770 000 701 382				FOOD SERVICES/SCHOOL LUNCH/LAUNDRY AND DRY CLEANING/		23.77	
14883	NORTHWEST CANOE	05/13/2013	1202		0	107.90	107.90
01 E 300 255 000 000 450				INDUSTRIAL EDUCATION//MATERIALS PURCH FOR RESALE/		107.90	
14884	OFFICE MAX CONTRACT INC.	05/13/2013	408688		0	20.43	406.14
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		20.43	
			409001		0	14.70	
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		14.70	
			425888		0	36.25	
01 E 200 612 199 000 401				TECHNOLOGY//GENERAL SUPPLIES/KAREN MCCOY		36.25	
			779475		0	5.66	
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		5.66	
			963301	PAPER	0	164.55	
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/		164.55	
			963301-	PAPER	0	164.55	
01 E 300 211 000 000 430				SECONDARY EDUCATION GENERAL//SUPPLIES/		164.55	
14885	OLSON SANITATION INC.	05/13/2013	2097		0	965.96	965.96
01 E 005 810 000 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/		965.96	
14886	ORIGINAL WORKS YOUR, INC.	05/13/2013	99866D1-N	ART FUNDRAISER	0	1,513.75	1,513.75
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		1,513.75	
14887	ORIGINS	05/13/2013	25062	RESPONSIVE CLASSROOM	0	695.00	3,475.00
01 E 100 216 000 401 366				TITLE I - PART A/TITLE I/TRAVEL-SCHOOL BUSINESS/		695.00	
			25063	RESPONSIVE CLASSROOM X4	0	2,780.00	
01 E 100 216 000 401 366				TITLE I - PART A/TITLE I/TRAVEL-SCHOOL BUSINESS/		2,780.00	
14888	PAAPE COMPANIES INC.	05/13/2013	3192	HOME EC ROOM	0	815.00	815.00
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		815.00	
14889	PACT 4 FAMILIES COLLABORATIVE	05/13/2013	1	ANNUAL MTG.	0	12.00	12.00
01 E 005 020 000 000 366				SUPERINTENDENT'S OFFICE//TRAVEL-SCHOOL BUSINESS/		12.00	
14890	PAN-O-GOLD BAKING CO.	05/13/2013	1		0	710.54	710.54
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/		578.58	
02 E 005 770 000 705 490				FOOD SERVICES/BREAKFAST/FOOD/		131.96	
14891	PAR PIPING & FABRICATION INC	05/13/2013	8083		0	52.47	52.47
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		52.47	
14892	J.W. PEPPER & SON INC.	05/13/2013	1		0	47.38	55.27
01 E 300 258 233 000 430				MUSIC//SUPPLIES/INSTRUMENTAL MUSIC		47.38	

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01 E 300 258 231 000 430			11876347	MUSIC//SUPPLIES/VOCAL MUSIC	0	7.89	7.89
14893 PITNEY BOWES		05/13/2013	454116-ap	1/30 TO 4/30/13	0	991.65	991.65
01 E 005 020 000 000 370				SUPERINTENDENT'S OFFICE//RENTALS AND LEASES/		991.65	
14894 PRAIRIE FIRE THEATRE		05/13/2013	1	WIZARD OF OZ	0	400.00	400.00
01 L 230 01				GENERAL FUND/DEFERRED REVENUE/ARTS COUNCIL		400.00	
14895 PURCHASE POWER		05/13/2013	1	POSTAGE	0	3,000.00	3,000.00
01 E 005 020 000 000 329				SUPERINTENDENT'S OFFICE//POSTAGE AND EXPRESS/		200.00	
01 E 100 050 000 000 329				PRINCIPAL'S OFFICE//POSTAGE AND EXPRESS/		100.00	
01 E 100 203 000 000 329				ELEMENTARY GENERAL ED.//POSTAGE AND EXPRESS/		600.00	
01 E 300 050 000 000 329				PRINCIPAL'S OFFICE//POSTAGE AND EXPRESS/		100.00	
01 E 300 211 000 000 329				SECONDARY EDUCATION GENERAL//POSTAGE AND EXPRESS/		1,000.00	
01 E 300 298 000 000 329				EXTRACURRICULAR ACTIVITIES//POSTAGE AND EXPRESS/		400.00	
02 E 005 770 000 701 329				FOOD SERVICES/SCHOOL LUNCH/POSTAGE AND EXPRESS/		300.00	
04 E 500 505 000 321 329				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/POSTAGE		300.00	
14896 QUILL CORPORATION		05/13/2013	1547976	OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU	0	299.94	450.48
04 E 500 590 000 321 401						299.94	
04 E 500 590 000 321 401			2210281	SR. CIT.	0	93.68	93.68
04 E 500 590 000 321 401				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU		93.68	
04 E 500 590 000 321 401			2215802	SR. CIT.	0	41.94	41.94
04 E 500 590 000 321 401				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU		41.94	
04 E 500 590 000 321 401			2268153	OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU	0	14.92	14.92
14897 RATWIK, ROSZAK & MALONEY, P.A		05/13/2013	52456	LAWSUIT	0	1,004.50	1,004.50
01 E 005 150 000 000 305				LEGAL SERVICES//PROFESSIONAL FEES/		1,004.50	
14898 AL RESZEL		05/13/2013	1	COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/SUPPLIES	0	75.82	1,587.30
04 E 500 505 000 882 430						75.82	
04 E 500 505 000 882 369			22	COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/PARTICIP	0	1,511.48	1,511.48
14899 RICOH USA INC		05/13/2013	5025902539	4/25/13 TO	0	1,083.05	1,083.05
01 E 300 211 000 000 350				7/24/13		1,083.05	
14900 RTS		05/13/2013	1	OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/	0	169.03	169.03
01 E 005 810 000 000 320						169.03	
14901 SAWMILL		05/13/2013	1	INDUSTRIAL EDUCATION//MATERIALS PURCH FOR RESALE/	0	41.05	217.66
01 E 300 255 000 000 450						41.05	
01 E 005 810 000 000 410			2	OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/	0	132.00	132.00
01 E 300 301 501 830 433			3	AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA	0	44.61	44.61
14902 SCHOOL NURSE SUPPLY, INC.		05/13/2013	1	HEALTH SERVICES/NURSE//GENERAL SUPPLIES/	0	124.30	124.30
01 E 200 720 000 000 401						124.30	
14903 SCHWICKERT'S		05/13/2013	SIC081150	ROOF REPAIR	0	1,196.00	1,196.00
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		1,196.00	
14904 SOUTHWEST WHOLESAL		05/13/2013	1	FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/	0	4,906.69	4,906.69
02 E 005 770 000 701 401						728.08	
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/		3,322.17	
02 E 005 770 000 705 490				FOOD SERVICES/BREAKFAST/FOOD/		788.49	
02 E 005 770 000 707 490				FOOD SERVICES/ALA CARTE/OTHER/FOOD/		67.95	
14905 ALLEN L STOECKMAN		05/13/2013	1	SUPERINTENDENT'S OFFICE//TRAVEL-SCHOOL BUSINESS/	0	611.18	700.35
01 E 005 020 000 000 366						611.18	

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01 E 005 020 000 000 367			10	SUPERINTENDENT'S OFFICE//TRAVEL-PROFESS DEVELOPMENT/	0	89.17	89.17
14906 STUKEL HELEN		05/13/2013	1	EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E	0	64.99	546.98
04 E 500 580 000 325 430						64.99	
04 E 500 580 000 325 366			2	MILEAGE-DELANO EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E	0	95.79	95.79
04 E 500 580 000 325 366			3	LODGING- DELANO EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E	0	82.29	82.29
04 E 500 580 000 325 366			4	ST CLOUD CONFERENCE EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E	0	303.91	303.91
14907 SUPER 8 BLOOMINGTON		05/13/2013	1	J. RUNIA 6/9-13	0	386.25	386.25
01 E 100 216 000 401 366				TITLE I - PART A/TITLE I/TRAVEL-SCHOOL BUSINESS/		386.25	
14908 SW/WC SERVICE COOP - MARSHALL		05/13/2013	39294	TECH CONFERENCE	0	800.00	2,540.64
01 E 100 640 000 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		300.00	
01 E 300 640 000 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		300.00	
01 E 005 640 000 316 366				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-SCHOOL BUSIN		200.00	
01 E 005 640 000 316 305			39353	EDITURE TRAINING STAFF DEVELOPMENT/STAFF DEVELOPMENT/PROFESSIONAL FEES/	0	221.84	221.84
01 E 005 411 000 419 303			39585	AUTISM SUPPORT AUTISTIC/94-142 FEDERAL/FED SUB AWARD UNDER \$25,000/	0	1,110.47	1,110.47
01 E 005 406 000 419 303			39585-	VIS. IMPAIRED VISUALLY IMPAIRED/94-142 FEDERAL/FED SUB AWARD UNDER \$2	0	333.33	333.33
01 E 200 612 199 000 366			39589	TECH WORKSHOP TECHNOLOGY//TRAVEL-SCHOOL BUSINESS/KAREN MCCOY	0	75.00	75.00
14909 THE ACTIVE NETWORK INC.		05/13/2013	11045677		0	290.00	290.00
01 E 300 292 219 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/TRACK		290.00	
14910 THRIFTY WHITE DRUG		05/13/2013	1178322		0	5.12	5.12
01 E 005 203 731 315 305				ELEMENTARY GENERAL ED./INTEGRATION/PROFESSIONAL FEES/IN		5.12	
14911 TJSVOLD EQUIPMENT INC.		05/13/2013	106370	SNOW BLOWER	0	136.30	136.30
01 E 005 810 191 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		136.30	
14912 Vendor Continued Void		05/13/2013					0.00
14913 TRUE VALUE-GF/MONTE		05/13/2013	10	IM	0	37.44	691.61
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		37.44	
04 E 500 505 000 321 450			11	COMM ED BIKE COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	136.99	136.99
01 E 300 292 219 000 899			2	BOYS/GIRLS ATHLETICS//MISCELLANEOUS EXPENSE/TRACK	0	51.63	51.63
01 E 100 203 405 000 430			3	ELEMENTARY GENERAL ED.//SUPPLIES/5TH GRADE	0	17.16	17.16
01 E 300 301 501 830 433			333006	AG AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA	0	20.06	20.06
01 E 300 212 000 000 430			4	ART ART//SUPPLIES/	0	62.88	62.88
01 E 300 255 000 000 430			5	IT INDUSTRIAL EDUCATION//SUPPLIES/	0	35.21	35.21
01 E 300 301 501 830 433			6	AG AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA	0	28.80	28.80

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
04 E 500 580 000 325 430			7	EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E	0	29.31	29.31
01 E 005 810 191 000 410			9	OM OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID	0	272.13	272.13
14914 VISA		05/13/2013	1	mckenzie taxidermy	0	32.54	289.91
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		32.54	
01 L 230 43			2	amazon.com GENERAL FUND/DEFERRED REVENUE/SR HIGH PROJECTS	0	42.49	42.49
01 E 300 292 000 000 899			3	AMAZON.COM BOYS/GIRLS ATHLETICS//MISCELLANEOUS EXPENSE/	0	30.97	30.97
01 E 200 612 199 000 320			4	VERIZON TECHNOLOGY//COMMUNICATIONAL SERVICES/KAREN MCCOY	0	60.00	60.00
01 E 005 020 000 000 367			5	RICE MEMORIAL SUPERINTENDENT'S OFFICE//TRAVEL-PROFESS DEVELOPMENT/	0	50.00	50.00
01 E 300 620 000 000 401			6	AMAZON.COM EDUCATIONAL MEDIA/LIBRARY//GENERAL SUPPLIES/	0	73.91	73.91
14915 VISIONS FOR LEARNING		05/13/2013	1	5/20,21,22 TITLE I - PART A/TITLE I/FED SUB AWARD UNDER \$25,000/	0	6,600.00	6,600.00
01 E 100 216 000 401 303						6,600.00	
14916 VALERIE WENSAUER		05/13/2013	1	FOOD SERVICES/SCHOOL LUNCH/TRAVEL-SCHOOL BUSINESS/	0	51.15	51.15
02 E 005 770 000 701 366						51.15	
14917 WEST CENTRAL TAE KWON DO		05/13/2013	1	APRIL COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PROFESS	0	632.00	632.00
04 E 500 505 000 321 305						632.00	
14918 WEST CENTRAL PETROLINK		05/13/2013	1	STORAGE RENT OPERATIONS AND MAINTENANCE//RENTALS AND LEASES/	0	50.00	50.00
01 E 005 810 000 000 370						50.00	
14919 WEST CENTRAL TROPHIES		05/13/2013	17569	WRESTLING BOYS ATHLETICS//GENERAL SUPPLIES/WRESTLING	0	203.25	203.25
01 E 300 294 221 000 401						203.25	
14920 W.T. COX SUBSCRIPTIONS		05/13/2013	2952890	EDUCATIONAL MEDIA/LIBRARY//GENERAL SUPPLIES/	0	198.79	198.79
01 E 100 620 000 000 401						198.79	
14921 XCEL ENERGY		05/13/2013	1	OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT	0	9.12	34.76
01 E 025 810 184 000 330						9.12	
01 E 025 810 184 000 330			2	OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT	0	14.24	14.24
04 E 500 560 000 321 330			3	RECREATION-SWIM POOL/COMMUNITY EDUCATION/UTILITY SERVIC	0	11.40	11.40
14922 YME SCHOOL ACTIVITY ACCOUNT		05/13/2013	1	YEARBOOKS EXTRACURRICULAR ACTIVITIES//MISCELLANEOUS EXPENSE/FLO-T	0	529.75	4,807.25
01 E 300 298 216 000 899						529.75	
01 L 230 15			10	POP PROFIT GENERAL FUND/DEFERRED REVENUE/STUDENT COUNCIL	0	4,167.74	4,167.74
01 L 230 39			11	POP PROFIT GENERAL FUND/DEFERRED REVENUE/BERT RANEY JUICE MACHNINE	0	109.76	109.76
14923 Vendor Continued Void		05/13/2013					0.00
14924 Vendor Continued Void		05/13/2013					0.00
14925 Vendor Continued Void		05/13/2013					0.00
14926 Vendor Continued Void		05/13/2013					0.00
14927 Vendor Continued Void		05/13/2013					0.00
14928 Vendor Continued Void		05/13/2013					0.00
14929 Vendor Continued Void		05/13/2013					0.00
14930 Vendor Continued Void		05/13/2013					0.00
14931 Vendor Continued Void		05/13/2013					0.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
14932	Vendor Continued Void	05/13/2013					0.00
14933	Vendor Continued Void	05/13/2013					0.00
14934	YME SCHOOLS-ADM	05/13/2013	13776	PATTY CITROWSKE	0	38.00	12,278.54
04 R	500 000 000 321 050			COMMUNITY EDUCATION/FEES FROM PATRONS/		38.00	
04 R	500 000 000 321 050		13777	SUE HOLIEN	0	38.00	
				COMMUNITY EDUCATION/FEES FROM PATRONS/		38.00	
01 E	005 810 000 000 320		13778	CENTURY LINK	0	230.82	
01 E	610 050 000 000 320			OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/ PRINCIPAL'S OFFICE//COMMUNICATIONAL SERVICES/		189.39	
						41.43	
01 E	005 810 000 000 440		13779	GREAT PLAINS GAS	0	1,721.11	
				(ELEM)			
				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		1,721.11	
02 R	005 000 000 701 601		13780	JOANELLE SANNERUD	0	110.00	
				SCHOOL LUNCH/SALES TO PUPILS/		110.00	
01 E	300 250 000 000 433		13781	NEWMIND GROUP	0	85.99	
				INC.			
				FAMILY CONSUMER SCIENCE//INDIVIDUAL INST SUPPLIES/		85.99	
04 E	500 505 000 321 305		13782	TAMMY MCCOSH	0	150.00	
				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PROFESS		150.00	
04 E	500 505 000 321 305		13783	JEAN ANDERSON	0	150.00	
				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PROFESS		150.00	
04 E	500 505 000 321 305		13784	PAIGE STEFFEN	0	150.00	
				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PROFESS		150.00	
04 E	500 505 000 321 305		13786	KALLI KNUDSON	0	100.00	
				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PROFESS		100.00	
04 E	500 505 000 321 305		13787	TAMI SMITH	0	100.00	
				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PROFESS		100.00	
04 E	500 505 000 321 305		13788	CORI ANN DAHLGER	0	29.50	
				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PROFESS		29.50	
01 E	005 810 000 000 170		13789	AARON REESE	0	44.00	
				OPERATIONS AND MAINTENANCE//SECRETARIAL, CLERICAL, OTHER/		44.00	
01 E	300 296 210 000 319		13790	MARK FRANK	0	180.00	
				GIRLS ATHLETICS//OTHER PERSONAL SERVICES/SOFTBALL		180.00	
01 E	300 292 219 000 369		13791	PIPESTONE HS	0	125.00	
				BOYS/GIRLS ATHLETICS//PARTICIPATION FEES/TRACK		125.00	
01 E	300 298 238 000 319		13792	ALYSSA CARMANY	0	50.00	
				EXTRACURRICULAR ACTIVITIES//OTHER PERSONAL SERVICES/SPE		50.00	
01 E	100 640 000 316 367		13793	TIES	0	300.00	
01 E	300 640 000 316 367			STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		100.00	
				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		200.00	
09 L	230 75		13794	SWMBAA	0	110.00	
				TRUST FUND/DEFERRED REVENUE/MUSIC ENDOWMENT FUND		110.00	
01 E	300 292 219 000 369		13795	MACCRAY HS	0	75.00	
				BOYS/GIRLS ATHLETICS//PARTICIPATION FEES/TRACK		75.00	
01 E	300 296 210 000 319		13796	MIKE GORDT	0	360.00	
				GIRLS ATHLETICS//OTHER PERSONAL SERVICES/SOFTBALL		360.00	
01 E	350 292 219 000 319		13797	GARY SIMS	0	135.00	
				BOYS/GIRLS ATHLETICS//OTHER PERSONAL SERVICES/TRACK		135.00	
			13798	ZACK KOEPKE	0	28.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 350 292 219 000 188				BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK		28.00	
			13799	MARK HENDERSON	0	28.00	
01 E 350 292 219 000 188				BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK		28.00	
			13800	JOHN STERNER	0	200.00	
01 E 005 212 732 315 305				ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2		200.00	
			13802	CINDY ILMERS	0	200.00	
01 E 005 212 732 315 305				ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2		200.00	
			13804	TAMMY ISFELD	0	350.00	
01 E 005 212 732 315 433				ART/INTEGRATION/INDIVIDUAL INST SUPPLIES/INTEGRATION GO		150.00	
01 E 005 212 732 315 305				ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2		200.00	
			13805	GENE STUKEL	0	200.00	
01 E 005 212 732 315 305				ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2		200.00	
			13806	VICTORIA MCKINEY	0	200.00	
01 E 005 212 732 315 305				ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2		200.00	
			13807	KEIKO BIGGS	0	200.00	
01 E 005 212 732 315 305				ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2		200.00	
			13810	MICHELLE STERNER	0	200.00	
01 E 005 212 732 315 305				ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2		200.00	
			13811	GF ARTS	0	200.00	
01 E 005 212 732 315 305				ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2		200.00	
			13813	JOHN STERNER	0	45.00	
01 E 005 212 732 315 305				ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2		45.00	
			13814	BOB WESELY	0	180.00	
01 E 300 294 215 000 319				BOYS ATHLETICS//OTHER PERSONAL SERVICES/BASEBALL		180.00	
			13815	BRAD HALL	0	200.00	
01 E 005 212 732 315 305				ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2		200.00	
			13816	SCOTT HANSON	0	200.00	
01 E 005 212 732 315 305				ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2		200.00	
			13817	SANDRA FUERKENSTAD	0	145.00	
01 E 005 212 732 315 433				ART/INTEGRATION/INDIVIDUAL INST SUPPLIES/INTEGRATION GO		145.00	
			13818	BENSON HS	0	120.00	
01 E 300 292 225 000 369				BOYS/GIRLS ATHLETICS//PARTICIPATION FEES/GOLF		120.00	
			13819	ANTHONY FRANK	0	180.00	
01 E 300 296 210 000 319				GIRLS ATHLETICS//OTHER PERSONAL SERVICES/SOFTBALL		180.00	
			13820	BRAD HALL	0	50.00	
01 E 005 212 732 315 433				ART/INTEGRATION/INDIVIDUAL INST SUPPLIES/INTEGRATION GO		50.00	
			13821	SCOTT HANSON	0	200.00	
01 E 005 212 732 315 305				ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2		200.00	
			13822	SCOTT HANSON	0	25.00	
01 E 005 212 732 315 433				ART/INTEGRATION/INDIVIDUAL INST SUPPLIES/INTEGRATION GO		25.00	
			13823	LEE'S C WOODS	0	240.00	
01 E 005 212 732 315 433				ART/INTEGRATION/INDIVIDUAL INST SUPPLIES/INTEGRATION GO		240.00	
			13824	HERITAGE VILLAGE	0	348.00	
01 E 005 211 731 315 305				SECONDARY EDUCATION GENERAL/INTEGRATION/PROFESSIONAL FE		348.00	
			13825	BURGER KING	0	503.00	
01 E 005 212 732 315 305				ART/INTEGRATION/PROFESSIONAL FEES/INTEGRATION GOAL #2		503.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 300 294 215 000 319			13826	CRAIG PETERSON BOYS ATHLETICS//OTHER PERSONAL SERVICES/BASEBALL	0	180.00 180.00	
04 E 500 505 000 321 305			13827	MADDIE HAGERT COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PROFESS	0	150.00 150.00	
04 E 500 505 000 321 450			13828	JERRY HAMMER COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	230.00 230.00	
09 L 230 27			13829	EMMA WOODS TRUST FUND/DEFERRED REVENUE/SR. CITIZENS GEN ACTIVITY	0	100.00 100.00	
01 E 350 292 219 000 319			13830	GARY SIMS BOYS/GIRLS ATHLETICS//OTHER PERSONAL SERVICES/TRACK	0	135.00 135.00	
01 E 300 292 219 000 369			13831	MARSHALL HS BOYS/GIRLS ATHLETICS//PARTICIPATION FEES/TRACK	0	50.00 50.00	
01 E 300 292 219 000 369			13832	BENSON HS BOYS/GIRLS ATHLETICS//PARTICIPATION FEES/TRACK	0	75.00 75.00	
01 E 300 296 210 000 319			13833	TODD STEVE GIRLS ATHLETICS//OTHER PERSONAL SERVICES/SOFTBALL	0	320.00 320.00	
01 E 350 294 215 000 319			13834	DYLAN LINDSTROM BOYS ATHLETICS//OTHER PERSONAL SERVICES/BASEBALL	0	350.00 200.00	
01 E 350 296 210 000 319				GIRLS ATHLETICS//OTHER PERSONAL SERVICES/SOFTBALL		150.00	
01 E 005 211 731 315 305			13835	DAWN CHASE SECONDARY EDUCATION GENERAL/INTEGRATION/PROFESSIONAL FE	0	150.00 150.00	
01 E 005 211 731 315 305			13836	WALTER LABATTE JR. SECONDARY EDUCATION GENERAL/INTEGRATION/PROFESSIONAL FE	0	150.00 150.00	
01 E 005 211 731 315 305			13837	DALLAS ROSS SECONDARY EDUCATION GENERAL/INTEGRATION/PROFESSIONAL FE	0	150.00 150.00	
01 E 005 211 731 315 305			13839	FERN CLOUD SECONDARY EDUCATION GENERAL/INTEGRATION/PROFESSIONAL FE	0	150.00 150.00	
01 E 005 211 731 315 305			13840	DEAN BLUE SECONDARY EDUCATION GENERAL/INTEGRATION/PROFESSIONAL FE	0	150.00 150.00	
01 E 005 211 731 315 305			13841	JEFFERS PETROGLYPHS SECONDARY EDUCATION GENERAL/INTEGRATION/PROFESSIONAL FE	0	350.00 350.00	
01 E 005 211 731 315 305			13842	CHUCK BROSTE SECONDARY EDUCATION GENERAL/INTEGRATION/PROFESSIONAL FE	0	84.00 84.00	
04 E 500 505 000 321 380			13843	US POST OFFICE COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PRINTIN	0	324.12 324.12	
04 E 500 590 000 321 329			13845	POSTMASTER OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/POSTAGE AN	0	112.00 112.00	
01 E 300 292 219 000 188			13846	ZACK KOEPKE BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK	0	28.00 28.00	
01 E 300 292 219 000 188			13847	MARK HENDERSON BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK	0	28.00 28.00	
01 E 300 292 219 000 188			13848	KENDAL BORNING BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK	0	28.00 28.00	
01 E 300 292 219 000 188			13849	NICOLE RUFF MULIGAN BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK	0	28.00 28.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 300 292 219 000 188			13850	KRISTI KLASSEN BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK	0	28.00 28.00	
01 E 300 292 219 000 188			13851	KYLIE JANS BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK	0	28.00 28.00	
01 E 300 292 219 000 188			13852	AMY TONGEN BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK	0	28.00 28.00	
01 E 300 292 219 000 188			13853	TOM JACOBSON BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK	0	28.00 28.00	
01 E 300 292 219 000 188			13854	DAVE NORDAUNE BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK	0	28.00 28.00	
01 E 300 292 219 000 188			13855	SCOTT RASMUSSEN BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK	0	28.00 28.00	
01 E 300 292 219 000 188			13856	MARIAH SKJEFTE BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK	0	28.00 28.00	
01 E 300 292 219 000 188			13857	ELLIOT CARMANY BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK	0	28.00 28.00	
01 E 300 292 219 000 188			13858	BRIAN SCHINDELE BOYS/GIRLS ATHLETICS//NON CERT EVENT WORKERS/TRACK	0	28.00 28.00	
01 E 300 296 210 000 319			13859	PAUL HAMRE GIRLS ATHLETICS//OTHER PERSONAL SERVICES/SOFTBALL	0	180.00 180.00	
14935 YME BOARD ACCOUNT 01 E 350 790 149 000 899		05/13/2013	10	KID CHANGE OTHER PUPIL SUPPORT SERVICES//MISCELLANEOUS EXPENSE/MIS	0	56.00 56.00	56.00
14936 Vendor Continued Void 14937 YME-FOOD SERVICE 01 E 005 203 733 315 401		05/13/2013	1	MARCH DUPL. ELEMENTARY GENERAL ED./INTEGRATION/GENERAL SUPPLIES/INT	0	-142.45 -142.45	0.00 775.52
01 L 230 33			11	BRE-MG GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU	0	87.70 87.70	
01 L 230 33			12	SNACKS- MCA GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU	0	190.64 190.64	
09 L 230 27			13	HEALTH FAIR TRUST FUND/DEFERRED REVENUE/SR. CITIZENS GEN ACTIVITY	0	142.78 142.78	
01 L 230 33			14	BD TREATS @BRE GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU	0	9.50 9.50	
04 E 500 505 000 882 430			15	HS AFTER SCHOOL COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/SUPPLIES	0	45.90 45.90	
04 E 500 582 000 344 430			17	ECFE SCHOOL READINESS LEARNING READINESS/LEARNING READINESS/SUPPLIES/	0	180.65 180.65	
01 E 100 203 000 000 899			2	NL (APRIL) ELEMENTARY GENERAL ED./MISCELLANEOUS EXPENSE/	0	31.50 31.50	
01 E 100 203 000 000 899			3	NL (MAY) ELEMENTARY GENERAL ED./MISCELLANEOUS EXPENSE/	0	7.00 7.00	
01 E 100 203 000 000 899			4	NL (MARCH) ELEMENTARY GENERAL ED./MISCELLANEOUS EXPENSE/	0	28.00 28.00	
04 E 500 582 000 344 430			6	ECFE SCHOOL READINESS LEARNING READINESS/LEARNING READINESS/SUPPLIES/	0	194.30 194.30	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			131	Computer	Check(s) For a Total of		403,850.57

	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
	131	Computer	Checks For a Total of	403,850.57
Total For	131	Manual, Wire Tran, ACH & Computer	Checks	403,850.57
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	403,850.57

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	9,571.37	0.00	361,934.11	371,505.48
02	FOOD SERVICE	0.00	110.00	22,609.49	22,719.49
04	COMMUNITY SERVICE	0.00	759.00	8,443.42	9,202.42
09	TRUST FUND	423.18	0.00	0.00	423.18

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
201100091	HONEYWELL INTERNATIONAL INC.	05/13/2013	3598548	ANNUAL MAINT.	0	4,323.00	12,161.00
01 E 005 810 810 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		4,323.00	
			3598559	ANNUAL MAINT.	0	7,838.00	
01 E 005 810 810 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		7,838.00	
			1	Computer	Check(s) For a Total of		12,161.00

	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
	1	Computer	Checks For a Total of	12,161.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	12,161.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	12,161.00

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	0.00	0.00	12,161.00	12,161.00

CHECK CHECK			
NUMBER	DATE	VENDOR	AMOUNT SB
201200118	20130422	ING SERVICE CENTER	16,510.17
201200119		FEDERAL TAX WITHHOLDING	91,452.95
201200120		MN TEACHERS RETIREMENT ASSOC.	34,842.30
201200121		PUBLIC EMPLOYEES RETIREMENT	16,541.74
201200122		STATE TAX WITHHOLDING	15,262.47
	20130422		174,609.63
000014792	20130424	AMERICAN FAMILY LIFE ASSURANCE	300.90
000014793		AMERITAS LIFE INSURANCE CORP.	421.05
000014794		DELTA DENTAL	4,895.18
000014795		GAFFANEY MIKE	93.72
000014796		INTERNAL REVENUE SERVICE	187.00
000014798		MADISON NATIONAL LIFE	2,334.72
000014799		MN CHILD SUPPORT PAYMENT CTR.	1,321.00
000014800		MSEA	939.23
000014801		154200 NCPERS MN	80.00
000014802		SCHULTE, TREVOR	400.00
000014803		SELECT ACCOUNT	2,560.00
000014804		SW/WC SVC. COOP - HEALTH INS.	54,122.07
000014805		VERIZON	65.16
000014806		Y.M.E.E.A.	3,199.59
	20130424		70,919.62
000014807	20130513	ADVOCATE TRIBUNE	1,243.99
000014808		AMERICINN MANKATO	849.92
000014809		AMERICAN WELDING AND GAS	426.80
000014810		ARAMARK CAMPUS DINING	337.46
000014811		AVENUES FOR CARE	1,025.64
000014815		BENNETT & BENNETT INC.	74,244.92
000014816		BERG, SANDY	2,000.00
000014817		BERGESON, KAIA	23.65
000014818		BFG SUPPLY COMPANY W11 MINN	535.54
000014819		BILL'S ELECTRIC	156.12
000014820		BLICK ART MATERIALS	289.57
000014821		BRISTLE, LAURA	32.00
000014822		CASEY'S	71.94
000014823		CDW GOVERNMENT, INC.	369.61
000014824		CENEX CREDIT CARD	607.57
000014825		CENTER STAGE CURTAIN COMPANY	3,900.00
000014826		CENTURY LINK	231.70
000014828		CITY OF GRANITE FALLS	11,234.29
000014829		CLASSROOM PRODUCTS LLC	46.75
000014830		CLINICARE CORPORATION	5,572.40
000014831		CONSUMERS COOPERATIVE OIL CO.	25.64
000014832		CONTINENTAL CLAY CO	281.84
000014833		COOLE SCHOOL	695.47
000014834		COUNTRYSIDE PUBLIC HEALTH	50.00
000014835		DAHL, CHAR	6.34
000014836		DAVE'S ELECTRIC CO	26.80
000014837		DEAN FOODS NORTH CENTRAL, INC.	2,743.16
000014838		EAP CONSULTANTS	193.44
000014840		ECONOMART	2,101.76
000014841		EHLERS AND ASSOCIATES INC	2,078.75
000014842		EPIC SPORTS	276.94
000014843		FARMERS UNION OIL CO.	70.19
000014844		FIRST CHOICE FOOD & BEVERAGE SOLUTIONS	19.20

CHECK CHECK			
NUMBER	DATE	VENDOR	AMOUNT SB
000014845	20130513	FOOD SERVICES OF AMERICA	13,643.04
000014846		GOOGLE, INC.	14.67
000014847		GRANITE FALLS AUTO PARTS	197.21
000014848		GRANITE FALLS HOSPITAL	1,815.00
000014849		GRANITE FALLS SUPER MOTEL	889.70
000014850		GRAPHIC EDGE	2,194.57
000014851		GREAT PLAINS NATURAL GAS CO	4,474.69
000014852		HAAN CRAFTS	154.50
000014853		HAMERAY PUBLISHING GROUP	352.00
000014854		HENDERSON, ROBIN	108.55
000014855		HILLYARD/HUTCHINSON	1,260.73
000014856		INNOVATIVE OFFICE SOLUTIONS	347.05
000014857		INSTRUMENTALIST PRODUCTS CO.	197.50
000014858		INTERNATIONAL ACADEMY OF SCIENCE	159.60
000014859		ISCORP	195.50
000014860		IVERSON, JEFFREY	8.99
000014861		JIM'S CLOTHING & SPORTING GOOD	198.20
000014862		KILOWATT COMMUNITY CENTER	1,300.00
000014863		KLOCKIT	39.81
000014864		KNAPPER, TIMOTHY	1,693.44
000014865		KOERLIN, KEITH	55.00
000014866		LAVOIE, SHEILA	1,518.72
000014867		LEE'S AUTO & DIESEL INC.	296.00
000014868		MACKIN LIBRARY MEDIA	305.64
000014869		MARCY MATHWORKS	172.59
000014870		MAXWELL MEDALS & AWARDS	174.00
000014871		MCDOWALL COMPANY INC.	4,186.00
000014872		MEYER, KARLA	112.02
000014873		MICHAELSON, CATHY	19.97
000014874		MINNEOTA SCHOOL DISTRICT	96.00
000014875		MINNESOTA ELEVATOR, INC.	319.84
000014876		MN FEED DISTRIBUTORS	144.00
000014877		MN RIVER AREA AGENCY ON AGING	683.00
000014878		MUSIC MART	29.19
000014879		MUSIC STREET	133.62
000014880		MVCC	200,000.00
000014881		MVTV	47.95
000014882		NELSEN'S CLEANERS & LAUNDERERS	23.77
000014883		NORTHWEST CANOE	107.90
000014884		OFFICE MAX CONTRACT INC.	406.14
000014885		OLSON SANITATION INC.	965.96
000014886		ORIGINAL WORKS YOUR, INC.	1,513.75
000014887		ORIGINS	3,475.00
000014888		PAAPE COMPANIES INC.	815.00
000014889		PACT 4 FAMILIES COLLABORATIVE	12.00
000014890		PAN-O-GOLD BAKING CO.	710.54
000014891		PAR PIPING & FABRICATION INC	52.47
000014892		J.W. PEPPER & SON INC.	55.27
000014893		PITNEY BOWES	991.65
000014894		PRAIRIE FIRE THEATRE	400.00
000014895		PURCHASE POWER	3,000.00
000014896		QUILL CORPORATION	450.48
000014897		RATWIK, ROSZAK & MALONEY, P.A	1,004.50
000014898		RESZEL, AL	1,587.30
000014899		RICOH USA INC	1,083.05
000014900		RTS	169.03

CHECK CHECK			
NUMBER	DATE	VENDOR	AMOUNT SB
000014901	20130513	SAWMILL	217.66
000014902		SCHOOL NURSE SUPPLY, INC.	124.30
000014903		SCHWICKERT'S	1,196.00
000014904		SOUTHWEST WHOLESALE	4,906.69
000014905		STOECKMAN, ALLEN	700.35
000014906		STUKEL HELEN	546.98
000014907		SUPER 8 BLOOMINGTON	386.25
000014908		SW/WC SERVICE COOP - MARSHALL	2,540.64
000014909		THE ACTIVE NETWORK INC.	290.00
000014910		THRIFTY WHITE DRUG	5.12
000014911		TJOSVOLD EQUIPMENT INC.	136.30
000014913		TRUE VALUE-GF/MONTE	691.61
000014914		VISA	289.91
000014915		VISIONS FOR LEARNING	6,600.00
000014916		WENSAUER, VALERIE	51.15
000014917		WEST CENTRAL TAE KWON DO	632.00
000014918		WEST CENTRAL PETROLINK	50.00
000014919		WEST CENTRAL TROPHIES	203.25
000014920		W.T. COX SUBSCRIPTIONS	198.79
000014921		XCEL ENERGY	34.76
000014922		YME SCHOOL ACTIVITY ACCOUNT	4,807.25
000014934		YME SCHOOLS-ADM	12,278.54
000014935		YME BOARD ACCOUNT	56.00
000014937		YME-FOOD SERVICE	775.52
	20130513		403,850.57
		Totals for BNK05	649,379.82
		Totals for checks	649,379.82

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND	227,007.56	0.00	362,039.32	589,046.88
02	FOOD SERVICE	7,088.85	110.00	22,609.49	29,808.34
04	COMMUNITY SERVICE	10,001.67	759.00	8,443.42	19,204.09
09	TRUST FUND	423.18	0.00	0.00	423.18
25	REVOCABLE TRUST (FY10)	0.00	0.00	10,897.33	10,897.33
*** Fund Summary Totals ***		244,521.26	869.00	403,989.56	649,379.82

\*\*\*\*\* End of report \*\*\*\*\*

Minnesota State High School League  
2100 Freeway Boulevard  
Brooklyn Center, MN 55430-1735  
763-560-2262 Fax: 763.569.0499 www.mshsl.org

**2013-2014 RESOLUTION FOR MEMBERSHIP  
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE**

**RESOLVED**, that the Governing Board of School District Number 2190, County of Yellow Medicine State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

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

YME High School

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

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

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

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

Signed: \_\_\_\_\_  
Clerk/Secretary - Local Governing Board

Signed: \_\_\_\_\_  
Superintendent or Head of School

Date: 5-13-2013

Date: 5-13-2013

District Office Address, City, Zip: 450 9th Avenue  
Granite Falls, MN 56241

School Superintendent's Phone: 320-564-4081

School Superintendent's Email: astockman@isd2190.org

**RETURN ONE COPY TO THE MSHSL NOT LATER THAN SEPTEMBER 1, 2013**  
Retain one copy for the school files.

# YELLOW MEDICINE EAST – ISD 2190

Serving the communities of Clarkfield, Echo, Granite Falls, Hanley Falls, Hazel Run & Upper Sioux

Allen Stoeckman, Superintendent  
450 9<sup>th</sup> Avenue - Granite Falls, MN 56241  
Phone: 320-564-4081 - Fax: 320-564-4781



## REQUEST FOR BIDS

### *Milk/Milk Products*

The Yellow Medicine East, ISD #2190, School Board is requesting sealed bids for supplying the milk and milk products for delivery to the Yellow Medicine East School District for the Summer Food Service Program and the 2013-2014 school year.

Return the enclosed bid form to:

Yellow Medicine East  
450 9<sup>th</sup> Avenue  
Granite Falls, MN 56241  
Attn: Food Service Bids

Bids will be accepted until 1:00 pm on Thursday, June 6, 2013. Bids will be opened and evaluated at that time and the official bid will be awarded at the regular School Board meeting held Monday, June 10, 2013 at 7:00 pm.

The School Board reserves the right to accept or reject any or all bids and to waive any defects or irregularities.

YME HIGH SCHOOL  
Mike Meihak, Principal  
450 9<sup>th</sup> Avenue  
Granite Falls, MN 56241  
Phone: 320-564-4083  
Fax: 320-564-4782

BERT RANEY ELEMENTARY  
Melissa Hesch, Principal  
555 7<sup>th</sup> Avenue  
Granite Falls, MN 56241  
Phone: 320-564-4082  
Fax: 320-564-4427

ACTIVITIES & COMMUNITY EDUCATION  
Tim Knapper, Director  
450 9<sup>th</sup> Avenue  
Granite Falls, MN 56241  
Phone: 320-564-4084  
Fax: 320-564-4781

MVCC - SPECIAL EDUCATION  
Cindy Loe, Director  
450 9<sup>th</sup> Avenue  
Granite Falls, MN 56241  
Phone: 320-564-4084  
Fax: 320-564-4781

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## REQUEST FOR BIDS

### *Bread/Bread Products*

The Yellow Medicine East, ISD #2190, School Board is requesting sealed bids for supplying the bread and bread products for delivery to the Yellow Medicine East School District for the Summer Food Service Program and the 2013-2014 school year.

Return the enclosed bid form to:

Yellow Medicine East  
450 9<sup>th</sup> Avenue  
Granite Falls, MN 56241  
Attn: Food Service Bids

Bids will be accepted until 1:00 pm on Thursday, June 6, 2013. Bids will be opened and evaluated at that time and the official bid will be awarded at the regular School Board meeting held Monday, June 10, 2013 at 7:00 pm.

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Granite Falls, MN 56241  
Phone: 320-564-4084  
Fax: 320-564-4781

The Yellow Medicine East School District will reimburse school district staff for travel to attend professional conferences and meetings with other educational agencies when required, directed or permitted. The reimbursement rates and procedures are established by the Superintendent and approved by the School Board.

**I. Mileage Reimbursement**

Staff members are encouraged to request the use of a district-owned vehicle for all school travel. Staff may choose to use their private vehicle even though a district-owned vehicle is available. Staff requesting to travel on their own will not be reimbursed for mileage.

When circumstances require the use of a private vehicle, staff will be compensated for mileage expenses at \$0.10 below the IRS allowable rate.

Staff members who travel using their private vehicle to provide direct service to children will be reimbursed at the IRS allowable rate.

**II. Meal Reimbursement**

Meal expenses are reimbursed when travel requires that staff will be out of the district over mealtimes. Receipts are required for reimbursement. Meal expenses will be reimbursed up to: Breakfast - \$10.00 Lunch - \$12.00 Dinner - \$18.00

**III. Lodging Reimbursement**

Lodging expenses are reimbursed when travel requires that staff will be out of the district overnight. (Lodging reimbursement for the night before an event requires prior approval.) Receipts are required for reimbursement.

Lodging will be reimbursed for double-occupancy only. Exceptions to this procedure must be pre-approved by a building or district administrator.

**IV. Other Reimbursement**

Other expenses eligible for district business reimbursement include, but are not limited to: commercial travel, parking fees, and other reasonable district-related expenses. Receipts are required for reimbursement.

**V. Procedures for Reimbursement**

Requests for mileage and other expense reimbursement should be submitted to the administrator who approved or requested the travel. Staff should use the appropriate *Mileage* form found in “YME Staff Documents”. The *Voucher* form found under *Electronic Forms* in “YME Staff Documents” may also be used for reimbursement of approved travel expenses.

Reimbursement requests should be submitted to the district office by the first (1<sup>st</sup>) of each month for expenses incurred during the previous month. Payment for reimbursement requests will be approved at the regular monthly board meetings and paid to the employee following this approval.

April 21, 2013

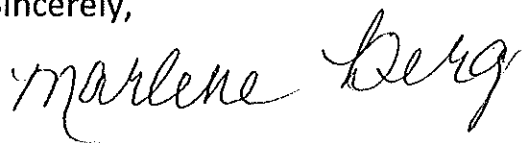
Dear YME School Board Members:

I am writing to inform you of my plans to retire effective May 31, 2013. I have loved reading, assisting and listening to children the past 18 years. It is not so much about the difference I have made in their lives, but more so about what they have taught me.

I would appreciate the retirement benefits I am entitled to as outlined in the MSEA contract.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Marlene Berg". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Marlene Berg

Pamela Loken  
167 5<sup>th</sup> Ave.  
Granite Falls, MN 56241

To Whom it may concern,

I am retiring from my position as custodian at YME Schools effective May 31, 2013.

I am going on the execution of all my benefits as outlined in our contract agreement and any other agreements we have made for my resignation.

Pamela Loken

May 13, 2013

Mr. Grant Velde, Board Chairman  
Independent School District #2190  
450 9th Avenue  
Granite Falls, MN 56241

Dear Mr. Grant Velde,

This letter is a notice of my pending retirement on June 4th, 2013.

I wish to resign contingent upon receiving all the benefits as governed by the Master Contract. I would like the remaining money to be placed in the Minnesota Health Care Savings Plan.

I will remain eligible to receive the single insurance benefit of \$200 per month upon retirement until I become eligible for Medicare. I also wish to continue dental insurance at my own expense.

It has been a privilege to be associated with this district dating back nearly 50 years, 36 of them as a teacher. Thank you for the opportunity to teach and for the tremendous support given me during a family tragedy. I truly love my profession and will carry fond memories of the students and my colleagues with me.

Sincerely,



Jane Schaffran  
Elementary Teacher

c: Mr. Al Stoeckman, Superintendent

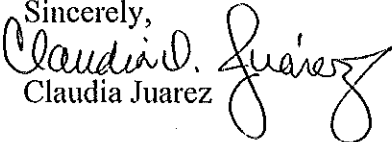
Claudia Juarez  
1040 17th St. Apt. #204  
Granite Falls, MN 56241

April 25, 2012

School Board  
Yellow Medicine  
555 7<sup>th</sup> Avenue  
Granite Falls, MN 56241

Honorable Members of Yellow Medicine East School Board:

I am writing to tender my resignation as Hispanic Liaison effective the last day of school in this academic year. For the most part, the position has been very enjoyable and I have taken great pride in providing academic, social, and other support not only to Hispanic students in the Bert Raney building, but also all students. The challenges that our families face are considerable, and we have a long way to go. I believe that along with our families, the YME staff has a distance to cover in their need to deepen their understanding of students of color. I thank you for the opportunity to work here for these years. Gracias.

Sincerely,  
  
Claudia Juarez