

Yellow Medicine East ISD 2190 School Board Meeting Agenda



Monday, September 14, 2015 at 6:00 PM
Regular Meeting
YME Board Room - # 113

1. Call the Meeting to Order
2. Roll Call of Board Members
3. Approval of Agenda
4. Reading of the YME Mission Statement
5. Public Address to the Board of Education
 1. Paul & Barb Benson - Trophies 4
6. Consent Agenda - Action
 1. Regular Business
 1. Approval of Regular Meeting Minutes - August 10, 2015 5
 2. Approval of Payment for Claims 7
 3. Approval of Finance Report 33
 4. Approval of Enrollment Report 34
 5. Approval of Pact for Families 21st Century Grant 2015-2016 35
 6. Designate Truth-in-Taxation Hearing Date - December 14, 2015
 7. Appointment of Dr. Rick Clark, Superintendent as Local Education Authority (LEA) for Federal Reporting
 8. Approve ECFE and Early Readiness Report 52
 9. Set and Approve Friday, November 6, 2015 @ (Set Time) for a Special Meeting to Canvass Election Results 53
 10. Approve Transfer of Funds from the General Fund to the Food Service Fund for the Audited FY15 Deficit Food Service Restricted Fund Balance - Effective June 30, 2015
 2. Personnel Items
 1. Accept Resignation - ECFE/School Readiness Assistant - Deborah Posch
 2. Approve Employment of Zach Koepke - Long Term Substitute Math Teacher
 3. Approve Employment of Shawn Fedorenko - Part Time Custodian
 4. Approve Employment of Pete Scheffler - JH Football Coach

5. Designate Berta Bjerkeset as Indian Education Director and Approve Job Description for the Same	
6. Approve Employment of Mary (Beth) Pullan - ECFE/School Readiness Assistant	
7. Approve Employment of Tammy Zieske - Paraprofessional	
8. Approve Employment of Aimee Johnson - Paraprofessional	
9. Approve Employment of Molly Lecy - Paraprofessional	
10. Approve Employment of Ryan Zahn - Speech Co-Advisor	
11. Approve the Reassignment of Denine Rutledge - Paraprofessional	
12. Approve Reinstatement of Media Paraprofessional Position (MS/HS)	54
7. Reports	
1. District - Dr. Rick Clark, Superintendent	55
1. Clarify 504 Policy and Practices	56
2. Review of Strategic Planning Activities to Date	60
3. ALC Transportation	
4. Attending Ratwik, Roszak and Maloney Law Seminar - Brooklyn Center, MN - October 9th, 2015	
2. YME Middle/High School - Ryan Luft, Principal	66
1. The ACT - August 26, 2015	72
3. Bert Raney Elementary - Lisa Hansen, Principal	74
1. ECFE and Early Readiness Annual Report - Emily Balfany	75
4. Activities Report - Tim Knapper	80
1. Admission Policy and Practice for Camden Conference Athletics	
8. Reports to the Board - Committee Log/Minutes/Notes	
1. MVCC Board Meeting Minutes - August 17, 2015	81
2. Staff Development Agenda - August 8, 2015	83
3. Staff Development Day Agendas 2015-2016	84
4. Administrative Meeting - August 10, 2015	
5. Administrative Meeting - August 19, 2015	88
6. West Central Superintendent Meeting - August 25, 2015	92
7. ACT College Readiness Letter for Yellow Medicine East	
9. Old Business	
1. Discuss Student Handbooks - Security Section	95
2. Discussion - Referendum PowerPoint	
10. New Business	
1. Approve Additional ECFE Class	96

2. Discussion - Set Meet and Confer Dates (One during first semester and one during second semester)	97
3. Approve Levy of \$4,961 for the Installation and Correction of Sprinkler System at MRVED, as permitted by Minnesota Statute	98
4. Approve Employee Activity Pass for 2015-2016	103
5. Approve YME Mentorship Program with Related Documents and Payment Plan	104
6. Approve Contract with Yellow Medicine County for the Administration of Absentee Voting for the November 3, 2015 Referendum	109
7. Approval of YME Music Trip - March 2016	112
8. Schedule Special Board Meeting - Monday, September 28, 2015 - Time to Be Determined - To approve preliminary levy certification - Levy 2015 Payable 2016	
11. Correspondence	
1. English Learner Plan of Service	114
2. Memo Received from MN Department of Revenue: Property Tax	121
12. Closed Session for the Purpose of Discussing Teacher Negotiation Strategy	
13. Adjourn the Meeting	

SEP 08 2015

September 8, 2015

Superintendent Clark
YME School Board Members
Principal Luft
Athletic Director Knapper

Several years ago all of the photos and trophies of past teams from Granite Falls were removed from the trophy cases in the front lobby of Yellow Medicine East School. Most of the trophy cases have been empty since then. We would like to recommend that all of the trophies, photos and memorabilia be returned to the trophy cases.

Paul & Barb Benson

Paul Benson
Barb Benson

**YELLOW MEDICINE EAST ISD #2190
SCHOOL BOARD MEETING MINUTES
AUGUST 10, 2015 – 6:00 pm
YME BOARD ROOM**

Chairman Velde called the meeting to order.

Roll Call of Board Members Present:

Dawn Odegard, Tim Opdahl, Sharon Rupp, Steve Rupp, Grant Velde, Steve Zumhofe, Dr. Rick Clark

Board Members Absent:

Jane Hagert

Community/Staff Members Present:

Deb Beckler, LeeAnn Boushek, Leanne Carmany, Liz DeBlieck, Lisa Hansen, Sara LeBlanc, Ryan Luft, Caitlyn Mahlum, Denise Streich, Josh Sumption

Motion by Tim Opdahl, second by Steve Zumhofe and carried to approve the agenda for the meeting.

The YME Mission Statement was read by Dr. Clark.

The request for public address to the Board of Education received no response.

Motion by Tim Opdahl, second by Sharon Rupp and carried to contract with the SW/WC Service Cooperative for the purchase of General Technology Services for the 2015-2016 school year.

Motion by Dawn Odegard, second by Steve Rupp and carried to approve the 2015-2016 Bert Raney Elementary Student Handbook, as presented. Details of the security upgrade are being finalized and will be added to the handbook. A notice of the security process will be distributed.

Motion by Steve Zumhofe, second by Tim Opdahl and carried to approve the 2015-2016 YME MS/HS Student Handbook, as presented. Details of the security upgrade are being finalized and will be added to the handbook. A notice of the security process will be distributed.

Motion by Dawn Odegard second by Sharon Rupp, and carried to approve the consent agenda items, as follows:

- July 13, 2015 meeting minutes.
- payment of bills in the amount of \$417,101.91 with checks numbered 15274 – 15379; and wire transfers in the amount of \$94,667.27 numbered 201500013 – 201500068.
- finance report, as submitted.
- enrollment report, as submitted.
- approve the employment of Emily Hartwig, Grade 4 teacher.
- resignation of Adela Espinoza, Paraprofessional, Migrant & Homeless Liaison
- employment of Trevor Schulte, assistant football coach.
- employment of Jeff Lalim, assistant tennis coach, contingent upon participation numbers.

Dr. Rick Clark, Superintendent, commended the custodial staff on the work done to ready the buildings & grounds for the arrival of students in September, thanked the office staff, shared that the Q-comp and Staff Development committees will be working together to meld their efforts, and announced that he is open to the idea of staying on staff for a second year.

Ryan Luft, YME Middle/High School Principal, shared that staff and students are gearing up for the start of the school year, indicated that building goals are being established for the upcoming year, and gave a testing score recap for the past 3 years.

Lisa Hansen, Bert Raney Elementary Principal, reported that a number of students are involved with Kindergarten Camp and Kids College, distributed a handout with MCA test results and history, and shared that a new math curriculum had been purchased.

The meeting was adjourned by Chairman Velde.

CHECK NUMBER	VENDOR	CHECK DATE	AMOUNT
000015380	AMERICAN FAMILY LIFE ASSURANCE		590.26
000015381	AMERITAS LIFE INSURANCE CORP.		742.60
000015383	DELTA DENTAL		6,305.90
000015384	INTERNAL REVENUE SERVICE		237.45
000015386	MADISON NATIONAL LIFE		1,599.30
000015387	154200 NCPERS MN		64.00
000015388	SCHULTE, TREVOR		400.00
000015389	SELECT ACCOUNT		2,932.19
000015390	SW/WC SVC. COOP - HEALTH INS.		47,191.30
000015391	A&B BUSINESS SOLUTIONS		2,112.44
000015392	ADVOCATE TRIBUNE		1,998.21
000015393	AGILE SPORTS		400.00
000015394	ALMICH'S MARKET		434.00
000015395	AMERICAN WELDING AND GAS, INC.		22.21
000015396	AUS FLOORS & MORE INC.		259.95
000015397	BENNETT & BENNETT INC.		55,248.87
000015398	BENSON LAUNDRY		12.50
000015399	BILL'S ELECTRIC		79.50
000015400	CARLTON ISD #93		1,156.20
000015401	CDW GOVERNMENT, INC.		854.97
000015402	CENEX CREDIT CARD		693.92
000015404	CITY OF GRANITE FALLS		21,089.70
000015405	CONSUMERS COOPERATIVE OIL CO.		55.24
000015406	COSTUME SPECIALIST INC.		60.00
000015407	COUNTRYSIDE PUBLIC HEALTH		210.00
000015408	DAIRY QUEEN		31.73
000015409	DEAN FOODS NORTH CENTRAL, INC.		88.92
000015410	DEPT. OF HUMAN SERVICES		12.00
000015411	DISCOUNT SCHOOL SUPPLY		253.17
000015412	ECOLAB		156.99
000015413	ELLIOTT, GLENIS		66.90
000015414	EMC INSURANCE COMPANIES		154.88
000015415	ENNINGA, KATHRYN		700.84
000015416	FARMERS UNION OIL CO.		231.52
000015417	FELDMAN, TASHA		42.00
000015418	FILTRATION SYSTEMS INC.		1,347.31
000015419	FIRST CHOICE FOOD & BEVERAGE SOLUTIONS		759.56
000015420	FOOD SERVICES OF AMERICA		444.02
000015421	FROMM, JOANN		134.98
000015422	GOLF TEAM PRODUCTS		1,880.00
000015423	GRANITE FALLS AUTO PARTS		5.98
000015424	GRANITE FALLS OFFICIALS ASSOC.		360.00
000015425	GRAPHIC EDGE		1,716.58
000015426	GREAT PLAINS NATURAL GAS CO		2,912.68
000015427	HANSEN, LISA		143.87
000015428	HEGNA, KAYLA		70.97
000015429	HIGH PLAINS JOURNAL		195.00
000015430	HILLYARD/HUTCHINSON		5,465.56
000015431	INNOVATIVE OFFICE SOLUTIONS		1,621.89
000015432	ISCORP		195.50
000015433	IVERSON, JEFFREY		1,173.00
000015434	IXL LEARNING		5,962.00
000015435	JIFFY-JR. PRODUCTS		856.90
000015436	JIM'S CLOTHING & SPORTING GOOD		1,249.50
000015437	LAKESHORE LEARNING MATERIALS		458.85
000015438	DAVID LEE		57.63

CHECK NUMBER	VENDOR	CHECK DATE	AMOUNT
000015439	MARSHALL SEWING CENTER		230.00
000015440	MCGRAW-HILL		120.40
000015441	MESPA		896.00
000015442	MIDWEST SPORTS		131.88
000015443	MINNESOTA ELEVATOR TOTAL ELEVATOR SOLUTIONS		329.26
000015444	MN RIVER VALLEY EDUCATION DIST		10,381.52
000015445	MINNESOTA SCHOOL BOARD ASSOC.		2,000.00
000015446	MSHSL		189.00
000015447	MTI DISTRIBUTING INC.		67.74
000015448	MUSIC STREET		116.87
000015449	MVCC		153,781.94
000015450	MVTV		47.95
000015451	NASCO		41.79
000015452	NATIVE REFLECTIONS		471.02
000015453	ND CENTER FOR FOR DISTANCE EDUCATION		900.00
000015454	OFFICEMAX CONTRACT INC.		84.86
000015455	OLSON SANITATION INC.		579.15
000015456	ORIENTAL TRADING COMPANY, INC		35.64
000015457	PAAPE ENERGY INC.		45.00
000015458	PAN-O-GOLD BAKING CO.		38.50
000015459	PEARSON EDUCATION		39,015.98
000015460	J.W. PEPPER & SON INC.		456.83
000015461	PITNEY BOWES		1,017.00
000015462	PLYMOUTH INTERMEDIATE #287		523.38
000015463	PRATT, MEGAN		53.79
000015464	RAMBOW SPORTSWEAR		610.72
000015465	REALLY GOOD STUFF		49.11
000015466	REISHUS, TODD		100.00
000015467	RESZEL, AL		134.46
000015468	RILEY BUS SERVICE, INC.		962.50
000015469	ROBBINSDALE AREA SCHOOLS		1,078.55
000015470	RTS		63.12
000015471	RUNNINGS FARM & FLEET		9.99
000015472	RUPP, DAWN		35.25
000015473	RYER PLUMBING INC.		2,114.32
000015474	SAWMILL		514.40
000015475	SCHOLASTIC INC		1,307.04
000015476	SCHWICKERT'S		3,500.00
000015477	SEACHANGE PRINT INNOVATIONS		1,000.31
000015478	KERRI SHACKELFORD		58.23
000015479	SIMPLEXGRINNELL		726.29
000015480	SMSU MEN'S BASKETBALL		500.00
000015481	SUBSCRIPTION SVCS OF AMERICA		140.92
000015482	SW/WC SERVICE COOP - MARSHALL		340.00
000015483	TECHNICAL SOLUTIONS OF MADISON LAKE INC.		1,172.50
000015484	TOSTENSEN SEPTIC		100.00
000015485	TRUE VALUE-GF/MONTE		1,478.03
000015486	TYNDALE CO.		207.30
000015487	VIKING COCA-COLA		1,816.50
000015490	VISA		5,341.87
000015491	WENSAUER, VALERIE		183.50
000015492	WILLMAR PUBLIC SCHOOLS #347		2,488.68
000015493	XCEL ENERGY		32.25
000015494	YELLOW MEDICINE CTY RECORDER		1,091.93
000015495	YME SCHOOL ACTIVITY ACCOUNT		475.00
000015499	YME SCHOOLS-ADM		7,628.31

<u>CHECK</u>		<u>CHECK</u>	
<u>NUMBER</u>	<u>VENDOR</u>	<u>DATE</u>	<u>AMOUNT</u>
000015500	CENTURY LINK		288.88
000015501	DEAN FOODS NORTH CENTRAL, INC.		293.63
000015502	INTERNATIONAL ACADEMY OF SCIENCE		179.55
000015503	KLUKSDAL, DALLAS		160.00
000015504	ND CENTER FOR FOR DISTANCE EDUCATION		600.00
000015505	NELSEN'S CLEANERS & LAUNDERERS		10.55
000015506	OFFICE MAX CONTRACT INC.		361.66
201500030	FEDERAL TAX WITHHOLDING		345.00
201500031	FEDERAL TAX WITHHOLDING		15,498.79
201500032	FEDERAL TAX WITHHOLDING		11,260.77
201500033	FEDERAL TAX WITHHOLDING		2,633.55
201500034	FEDERAL TAX WITHHOLDING		11,260.77
201500035	FEDERAL TAX WITHHOLDING		2,633.55
201500051	ING SERVICE CENTER		610.67
201500052	ING SERVICE CENTER		75.00
201500053	ING SERVICE CENTER		500.00
201500054	ING SERVICE CENTER		66.67
201500055	ING SERVICE CENTER		4,230.01
201500056	ING SERVICE CENTER		175.00
201500057	ING SERVICE CENTER		310.00
201500058	ING SERVICE CENTER		655.34
201500059	ING SERVICE CENTER		50.00
201500060	ING SERVICE CENTER		66.67
201500061	ING SERVICE CENTER		1,900.02
201500062	ING SERVICE CENTER		50.00
201500063	ING SERVICE CENTER		200.00
201500069	STATE TAX WITHHOLDING		6,716.25
201500070	STATE TAX WITHHOLDING		10.00
201500071	ING SERVICE CENTER		2,113.81
201500072	FEDERAL TAX WITHHOLDING		23,688.71
201500073	MN TEACHERS RETIREMENT ASSOC.		4,611.90
201500074	PUBLIC EMPLOYEES RETIREMENT		8,824.50
201500075	STATE TAX WITHHOLDING		3,624.41
201500076	MN REVENUE		686.00
		Totals for BNK05	525,009.68
		Totals for checks	525,009.68

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND	150,915.26	474.12	344,807.38	496,196.76
02	FOOD SERVICE	1,858.19	21.20	1,196.87	3,076.26
04	COMMUNITY SERVICE	6,872.48	92.00	7,424.92	14,389.40
09	TRUST FUND	245.46	0.00	0.00	245.46
25	REVOCABLE TRUST (FY10)	0.00	0.00	11,101.80	11,101.80
***	Fund Summary Totals ***	159,891.39	587.32	364,530.97	525,009.68

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15391	A&B BUSINESS SOLUTIONS	09/14/2015	196185	COPIER LEASE	0	1,492.50	2,112.44
01 E 005 020 290 302 580				SUPERINTENDENT'S OFFICE/CAPITAL OUTLAY/CAPITAL LEASE PR		200.00	
01 E 100 203 290 302 580				ELEMENTARY GENERAL ED./CAPITAL OUTLAY/CAPITAL LEASE PRI		450.00	
01 E 300 211 290 302 580				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/CAPITAL LEAS		561.67	
01 E 350 211 290 302 580				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/CAPITAL LEAS		280.83	
			196185-	COPIER MAINTENANCE	0	713.26	
01 E 005 020 290 000 350				SUPERINTENDENT'S OFFICE//REPAIRS AND MAINTENANCE SVCS/F		107.00	
01 E 100 203 290 000 350				ELEMENTARY GENERAL ED./REPAIRS AND MAINTENANCE SVCS/FO		214.00	
01 E 300 211 290 000 350				SECONDARY EDUCATION GENERAL//REPAIRS AND MAINTENANCE SV		241.49	
01 E 350 211 290 000 350				SECONDARY EDUCATION GENERAL//REPAIRS AND MAINTENANCE SV		150.77	
			CM12968	CREDIT	0	-46.66	
01 E 100 203 290 000 350				ELEMENTARY GENERAL ED./REPAIRS AND MAINTENANCE SVCS/FO		-46.66	
			CM12968-	CREDIT	0	-46.66	
01 E 300 211 290 000 350				SECONDARY EDUCATION GENERAL//REPAIRS AND MAINTENANCE SV		-46.66	
15392	ADVOCATE TRIBUNE	09/14/2015	104035-01	BOARD OF EDUCATION//PRINTING/ADVERTISING/	0	643.00	1,998.21
01 E 005 010 000 000 380						643.00	
			119178-01	COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PRINTIN	0	1,355.21	
04 E 500 505 000 321 380						1,355.21	
15393	AGILE SPORTS	09/14/2015	3489-15-158572	VIDEO EDITING	0	200.00	400.00
01 E 350 292 000 000 305				BOYS/GIRLS ATHLETICS//PROFESSIONAL FEES/		200.00	
			3489-15-158572-	VIDEO EDITING	0	200.00	
01 E 300 294 211 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/FOOTBALL		200.00	
15394	ALMICH'S MARKET	09/14/2015	1	CONCESSIONS	0	16.20	434.00
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		16.20	
			2	BOARD OF EDUCATION//MISCELLANEOUS EXPENSE/	0	255.93	
01 E 005 010 000 000 899						255.93	
			3	FAMILY LIFE SCIENCE (VOC)/VOCATIONAL PROGRAMS/INDIVIDUA	0	161.87	
01 E 300 331 000 830 433						161.87	
15395	AMERICAN WELDING AND GAS, INC.	09/14/2015	03511044	AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA	0	22.21	22.21
01 E 300 301 501 830 433						22.21	
15396	AUS FLOORS & MORE INC.	09/14/2015	17265	CARPET- EASTWING OFFICE	0	259.95	259.95
01 E 005 850 000 302 522				FACILITIES/CAPITAL OUTLAY/BUILDING IMPROVEMENTS/		259.95	
15397	BENNETT & BENNETT INC.	09/14/2015	1	REG ROUTES	0	54,257.77	55,248.87
01 E 005 760 000 720 360				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		54,257.77	
			2	BAND RENT	0	30.00	
01 E 300 258 233 000 370				MUSIC//RENTALS AND LEASES/INSTRUMENTAL MUSIC		30.00	
			3	TARGET FIELD	0	494.60	
01 E 005 760 000 714 360				PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION		494.60	
			4	VALLEY FAIR	0	405.53	
01 E 005 760 000 714 360				PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION		405.53	
			5	KDGTN CAMP	0	60.97	
01 E 100 203 379 733 360				ELEMENTARY GENERAL ED./TRANSPORTATION/NON-AUTHORIZED/TR		60.97	
15398	BENSON LAUNDRY	09/14/2015	1	FOOD SERVICES/SCHOOL LUNCH/LAUNDRY AND DRY CLEANING/	0	12.50	12.50
02 E 005 770 000 701 382						12.50	
15399	BILL'S ELECTRIC	09/14/2015	5917	OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/	0	79.50	79.50
01 E 005 810 000 000 410						79.50	
15400	CARLTON ISD #93	09/14/2015	FY15	TUITION	0	1,156.20	1,156.20
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL//TUITION TO OTH MN SCH DIST		1,156.20	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15401	CDW GOVERNMENT, INC.	09/14/2015	XS54581		0	359.88	854.97
01 E 300 211 000 302 555				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/TECHNOLOGY	E	359.88	
			XT39164		0	495.09	
01 E 300 211 000 302 555				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/TECHNOLOGY	E	495.09	
15402	CENEX CREDIT CARD	09/14/2015	1		0	496.95	693.92
01 E 005 810 193 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/CAR EXPENSES		496.95	
			2		0	196.97	
01 E 005 810 191 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/OUTSIDE MAINTENAN		196.97	
15403	Vendor Continued Void	09/14/2015					0.00
15404	CITY OF GRANITE FALLS	09/14/2015	1	BR ELECTRICITY	0	5,172.61	21,089.70
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		5,172.61	
			10		0	1,621.65	
01 E 005 810 183 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/SEWER-WATE		1,621.65	
			3	HS WATER-SEWER	0	3,628.10	
01 E 005 810 183 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/SEWER-WATE		3,628.10	
			4	HS ELECTRICITY	0	10,546.81	
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		10,546.81	
			5	TRACK	0	14.19	
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		14.19	
			6	CARPENTRY	0	12.00	
01 E 300 361 000 000 330				VOCATIONAL WEIDAUER//UTILITY SERVICES/		12.00	
			7	OUTSIDE MAINTENANCE	0	94.34	
01 E 005 810 191 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/OUTSIDE MA		94.34	
15405	CONSUMERS COOPERATIVE OIL CO.	09/14/2015	1		0	55.24	55.24
01 E 025 810 000 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/		55.24	
15406	COSTUME SPECIALIST INC.	09/14/2015	SH4068		0	60.00	60.00
01 E 100 203 182 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/WEE READ PROGRAM		60.00	
15407	COUNTRYSIDE PUBLIC HEALTH	09/14/2015	1	SCHOOL INSPECTION	0	210.00	210.00
01 E 005 860 000 347 305				HEALTH & SAFETY EQUIP/PHYSICAL HAZARD CONTROL/PROFESSIO		210.00	
15408	DAIRY QUEEN	09/14/2015	15		0	31.73	31.73
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		31.73	
15409	DEAN FOODS NORTH CENTRAL, INC.	09/14/2015	1	MILK	0	88.92	88.92
02 E 005 770 000 709 495				FOOD SERVICES/SUMMER FOOD SERVICE/MILK/		88.92	
15410	DEPT. OF HUMAN SERVICES	09/14/2015	1	IEP	0	12.00	12.00
01 E 005 400 000 372 305				SPECIAL ED GENERAL/3RD PARTY BILLINGS-FED/PROFESSIONAL		12.00	
15411	DISCOUNT SCHOOL SUPPLY	09/14/2015	W23410300101		5	253.17	253.17
04 E 500 582 000 337 401				LEARNING READINESS/ECFE SCHOLARSHIPS/GENERAL SUPPLIES/		253.17	
15412	ECOLAB	09/14/2015	6281583		0	156.99	156.99
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		156.99	
15413	GLENIS I ELLIOTT	09/14/2015	1	WEE READ	0	66.90	66.90
01 E 100 203 182 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/WEE READ PROGRAM		66.90	
15414	EMC INSURANCE COMPANIES	09/14/2015	FY15 WORK COMP	AUDITED AMOUNT	0	154.88	154.88
01 E 100 203 000 000 270				DUE		77.44	
01 E 300 211 000 000 270				ELEMENTARY GENERAL ED.//WORKERS COMPENSATION/		77.44	
				SECONDARY EDUCATION GENERAL//WORKERS COMPENSATION/		77.44	
15415	KATHRYN ENNINGA	09/14/2015	1	CONCESSIONS	0	700.84	700.84
01 L 230 21				SUPPLIES		700.84	
				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		700.84	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15416	FARMERS UNION OIL CO.	09/14/2015	1		0	231.52	231.52
01 E 005 810 191 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/OUTSIDE MAINTENAN		231.52	
15417	TASHA FELDMAN	09/14/2015	1		0	42.00	42.00
01 E 300 640 000 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		42.00	
15418	FILTRATION SYSTEMS INC.	09/14/2015	67869		0	1,347.31	1,347.31
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		1,347.31	
15419	FIRST CHOICE FOOD & BEVERAGE S	09/14/2015	1		0	759.56	759.56
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		759.56	
15420	FOOD SERVICES OF AMERICA	09/14/2015	1		0	444.02	444.02
02 E 005 770 000 709 490				FOOD SERVICES/SUMMER FOOD SERVICE/FOOD/		444.02	
15421	JOANN FROMM	09/14/2015	1	SR CENTER	0	134.98	134.98
09 L 230 26				TRUST FUND/DEFERRED REVENUE/SR CITIZENS BLDG FUND		134.98	
15422	GOLF TEAM PRODUCTS	09/14/2015	1		0	1,880.00	1,880.00
01 L 230 20				GENERAL FUND/DEFERRED REVENUE/ACTIVITIES/ATHLETIC (COKE		1,880.00	
15423	GRANITE FALLS AUTO PARTS	09/14/2015	1		0	5.98	5.98
01 E 005 810 193 000 401				OPERATIONS AND MAINTENANCE//GENERAL SUPPLIES/CAR EXPENS		5.98	
15424	GRANITE FALLS OFFICIALS ASSOC.	09/14/2015	1	FALLsports	0	360.00	360.00
01 E 300 294 211 000 305				BOYS ATHLETICS//PROFESSIONAL FEES/FOOTBALL		360.00	
15425	GRAPHIC EDGE	09/14/2015	910943	STING RESALE	0	1,716.58	1,716.58
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		1,716.58	
15426	GREAT PLAINS NATURAL GAS CO	09/14/2015	1	BRE	0	250.48	2,912.68
01 E 005 810 000 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		250.48	
			2	HS	0	2,621.20	
01 E 005 810 000 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		2,621.20	
			3	MAINTENANCE	0	21.00	
01 E 005 810 191 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/OUTSIDE		21.00	
			4	CLKFD STORAGE	0	20.00	
01 E 025 810 000 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		20.00	
15427	HANSEN, LISA	09/14/2015	01	8/20/15 Walmart	0	65.00	143.87
01 L 230 69				GENERAL FUND/DEFERRED REVENUE/TARGET \$		65.00	
			2	8/21/15 WALMART	0	78.87	
01 L 230 69				GENERAL FUND/DEFERRED REVENUE/TARGET \$		78.87	
15428	KAYLA J HEGNA	09/14/2015	1	CAREGIVERS	0	14.42	70.97
04 E 500 590 157 321 366				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/TRAVEL-SCH		14.42	
			2	CHORES	0	46.75	
04 E 500 590 156 321 366				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/TRAVEL-SCH		46.75	
			3	POSTAGE	0	9.80	
04 E 500 590 000 321 329				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/POSTAGE AN		9.80	
15429	HIGH PLAINS JOURNAL	09/14/2015	1	subscritpion	0	195.00	195.00
01 E 300 301 501 830 430				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/SUPPLIES/		195.00	
15430	HILLYARD/HUTCHINSON	09/14/2015	601725707		0	37.67	5,465.56
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		37.67	
			601742816		0	5,319.24	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		5,319.24	
			601751247		0	108.65	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		108.65	
15431	INNOVATIVE OFFICE SOLUTIONS	09/14/2015	867312		0	36.81	1,621.89

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/		36.81	
			876368		0	103.84	
01 E 300 211 000 000 430				SECONDARY EDUCATION GENERAL//SUPPLIES/		103.84	
			IN0885927		0	112.21	
04 E 500 582 000 337 144				LEARNING READINESS/ECFE SCHOLARSHIPS/CLASSROOM SUPPORTE		112.21	
			IN0887235	CHAIRS	0	1,237.50	
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		1,237.50	
			IN0889016		0	131.53	
01 E 100 620 000 000 401				EDUCATIONAL MEDIA/LIBRARY//GENERAL SUPPLIES/		131.53	
15432 ISCORP		09/14/2015	673639		0	195.50	195.50
01 E 005 110 000 000 350				ACCOUNTING OFFICE//REPAIRS AND MAINTENANCE SVCS/		195.50	
15433 JEFFREY IVERSON		09/14/2015	1	VOCAL	0	245.58	1,173.00
01 E 300 258 231 000 430				MUSIC//SUPPLIES/VOCAL MUSIC		245.58	
			2	MUSICAL	0	33.22	
01 E 300 298 236 000 401				EXTRACURRICULAR ACTIVITIES//GENERAL SUPPLIES/MUSICAL		33.22	
			3	MUSICAL	0	874.44	
01 E 300 298 236 000 401				EXTRACURRICULAR ACTIVITIES//GENERAL SUPPLIES/MUSICAL		874.44	
			4	VOCAL	0	19.76	
01 E 300 258 231 000 430				MUSIC//SUPPLIES/VOCAL MUSIC		19.76	
15434 IXL LEARNING		09/14/2015	5275332		0	3,507.00	5,962.00
01 E 100 216 667 401 405				TITLE I - PART A/TITLE I/SOFTWARE ETC/CURRENT SCHL IMPR		3,507.00	
			S273929		0	2,455.00	
01 E 300 256 000 000 405				MATHEMATICS//SOFTWARE ETC/		2,455.00	
15435 JIFFY-JR. PRODUCTS		09/14/2015	160205		0	739.83	856.90
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		739.83	
			160206		0	117.07	
01 E 300 255 000 000 450				INDUSTRIAL EDUCATION//MATERIALS PURCH FOR RESALE/		117.07	
15436 JIM'S CLOTHING & SPORTING GOOD		09/14/2015	99405		0	1,249.50	1,249.50
01 E 300 292 226 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/CROSS COUNTRY		53.60	
01 E 300 294 211 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/FOOTBALL		927.25	
01 E 300 296 209 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL		160.75	
01 E 300 296 224 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/TENNIS		107.90	
15437 LAKESHORE LEARNING MATERIALS		09/14/2015	4158830815	ORGANIZER	0	458.85	458.85
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		458.85	
15438 DAVID LEE		09/14/2015	1		0	28.63	57.63
01 E 300 292 000 000 382				BOYS/GIRLS ATHLETICS//LAUNDRY AND DRY CLEANING/		28.63	
			2	gas	0	29.00	
01 E 005 810 193 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/CAR EXPENSES		29.00	
15439 MARSHALL SEWING CENTER		09/14/2015	710596		0	230.00	230.00
01 E 300 331 000 830 350				FAMILY LIFE SCIENCE (VOC)/VOCATIONAL PROGRAMS/REPAIRS A		230.00	
15440 MCGRAW-HILL		09/14/2015	87077912001		0	32.79	120.40
01 E 300 250 000 000 430				FAMILY CONSUMER SCIENCE//SUPPLIES/		32.79	
			87508346001		0	87.61	
01 E 300 250 000 000 430				FAMILY CONSUMER SCIENCE//SUPPLIES/		87.61	
15441 MESPA		09/14/2015	00803		0	896.00	896.00
01 E 100 050 000 000 820				PRINCIPAL'S OFFICE//DUES & MEMBERSHIPS/		896.00	
15442 MIDWEST SPORTS		09/14/2015	1521160500		0	131.88	131.88
01 E 300 296 224 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/TENNIS		131.88	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15443	MINNESOTA ELEVATOR TOTAL ELEVA	09/14/2015	635526		0	329.26	329.26
01 E 005 860 000 347 590				HEALTH & SAFETY EQUIP/PHYSICAL HAZARD CONTROL/OTHER CAP		329.26	
15444	MN RIVER VALLEY EDUCATION DIST	09/14/2015	ALC MAINT.	4TH QUARTER FY15	0	1,579.57	10,381.52
01 E 610 211 129 310 370				SECONDARY EDUCATION GENERAL/COOPERATIVE/RENTALS AND LEA		1,579.57	
				MRVED GENERAL	0	2,258.09	
				(COMM			
				ED/BOARD/STAFF/GEN			
				.)			
01 E 005 105 129 310 391				ADMINISTRATIVE SUPPORT/COOPERATIVE/MN SCH DIST - REIMBU		2,258.09	
				PROF. DEV.	0	-147.25	
01 E 005 640 129 316 391				STAFF DEVELOPMENT/STAFF DEVELOPMENT/MN SCH DIST - REIMB		-147.25	
				STAFF DEV.	0	4,986.75	
01 E 005 640 129 316 391				STAFF DEVELOPMENT/STAFF DEVELOPMENT/MN SCH DIST - REIMB		4,986.75	
				TECHNOLOGY	0	1,704.36	
				FIBER			
				LEASE/LCTN/REIMB.			
01 E 005 630 129 310 391				TECHNOLOGY INSTRUCTIONAL/COOPERATIVE/MN SCH DIST - REIM		1,704.36	
15445	MINNESOTA SCHOOL BOARD ASSOC.	09/14/2015	12609M8XOGO	BOARD BOOK	0	2,000.00	2,000.00
01 E 005 010 000 000 405				BOARD OF EDUCATION//SOFTWARE ETC/		2,000.00	
15446	MSHSL	09/14/2015	027206		0	189.00	189.00
01 E 300 292 219 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/TRACK		12.00	
01 E 300 292 225 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/GOLF		6.00	
01 E 300 294 211 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/FOOTBALL		18.00	
01 E 300 294 213 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/BASKETBALL		12.00	
01 E 300 294 215 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/BASEBALL		32.00	
01 E 300 294 221 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/WRESTLING		12.00	
01 E 300 296 209 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL		12.00	
01 E 300 296 210 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/SOFTBALL		12.00	
01 E 300 296 213 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/BASKETBALL		12.00	
01 E 300 296 228 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/DANCELINE		6.00	
01 E 300 298 000 000 899				EXTRACURRICULAR ACTIVITIES//MISCELLANEOUS EXPENSE/		55.00	
15447	MTI DISTRIBUTING INC.	09/14/2015	1031861	BLADES	0	67.74	67.74
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		67.74	
15448	MUSIC STREET	09/14/2015	1	BAND RESALE	0	116.87	116.87
01 E 300 258 233 000 450				MUSIC//MATERIALS PURCH FOR RESALE/INSTRUMENTAL MUSIC		116.87	
15449	MVCC	09/14/2015	1	SPEC ED SERV.	0	153,781.94	153,781.94
01 E 200 420 978 740 396				SPECIAL EDUCATIONAL GENERAL/STATE FUNDED SPECIAL ED/DUE		153,781.94	
15450	MVTV	09/14/2015	1	MAINT. INTERNET	0	47.95	47.95
01 E 005 630 199 000 305				TECHNOLOGY INSTRUCTIONAL//PROFESSIONAL FEES/TECHNOLOGY		47.95	
15451	NASCO	09/14/2015	519848		0	41.79	41.79
01 E 300 250 000 000 430				FAMILY CONSUMER SCIENCE//SUPPLIES/		41.79	
15452	NATIVE REFLECTIONS	09/14/2015	132978		0	471.02	471.02
01 E 350 270 000 320 430				SOCIAL STUDIES-SCIENCES/TEACHER MOBILITY INCENTIVES/SUP		471.02	
15453	ND CENTER FOR FOR DISTANCE EDU	09/14/2015	189869		0	600.00	900.00
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		600.00	
				189873	0	300.00	
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		300.00	
15454	OFFICEMAX CONTRACT INC.	09/14/2015	269015		0	62.06	84.86
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		62.06	
				381726	0	22.80	
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		22.80	
15455	OLSON SANITATION INC.	09/14/2015	2097		0	579.15	579.15

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 005 810 000 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/		579.15	
15456	ORIENTAL TRADING COMPANY, INC	09/14/2015	673091325-01		0	35.64	35.64
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/		35.64	
15457	PAAPE ENERGY INC.	09/14/2015	4215	LIGHTING SCHEDULE	0	45.00	45.00
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		45.00	
15458	PAN-O-GOLD BAKING CO.	09/14/2015	1		0	38.50	38.50
02 E 005 770 000 709 490				FOOD SERVICES/SUMMER FOOD SERVICE/FOOD/		38.50	
15459	PEARSON EDUCATION	09/14/2015	11	MATH SERIES	0	39,015.98	39,015.98
01 E 100 203 000 302 560				ELEMENTARY GENERAL ED./CAPITAL OUTLAY/TEXTBOOK/LIBRARY		39,015.98	
15460	J.W. PEPPER & SON INC.	09/14/2015	11A95710		0	124.89	456.83
01 E 300 258 233 000 430				MUSIC//SUPPLIES/INSTRUMENTAL MUSIC		124.89	
			11A95730		0	306.94	
01 E 300 258 233 000 430				MUSIC//SUPPLIES/INSTRUMENTAL MUSIC		306.94	
			11A97668		0	25.00	
01 E 300 258 233 000 430				MUSIC//SUPPLIES/INSTRUMENTAL MUSIC		25.00	
15461	PITNEY BOWES	09/14/2015	454116	POSTAGE METER	0	1,017.00	1,017.00
01 E 005 020 000 000 370				SUPERINTENDENT'S OFFICE//RENTALS AND LEASES/		1,017.00	
15462	PLYMOUTH INTERMEDIATE #287	09/14/2015	FY15	TUITION	0	523.38	523.38
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL//TUITION TO OTH MN SCH DIST		523.38	
15463	MEGAN PRATT	09/14/2015	1	READ 180	0	53.79	53.79
01 E 300 640 000 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		53.79	
15464	RAMBOW SPORTSWEAR	09/14/2015	522366	BANNERS	0	610.72	610.72
01 E 300 292 000 302 530				BOYS/GIRLS ATHLETICS/CAPITAL OUTLAY/EQUIPMENT PURCHASES		610.72	
15465	REALLY GOOD STUFF	09/14/2015	5253407		0	49.11	49.11
01 E 100 201 000 000 430				KINDERGARTEN//SUPPLIES/		49.11	
15466	TODD REISHUS	09/14/2015	1	SHOES PER CONTRACT	0	100.00	100.00
01 E 005 810 126 000 401				OPERATIONS AND MAINTENANCE//GENERAL SUPPLIES/CUSTODIAL		100.00	
15467	AL RESZEL	09/14/2015	11	building bridges	0	134.46	134.46
04 E 500 505 000 882 433				COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/INDIVIDU		134.46	
15468	RILEY BUS SERVICE, INC.	09/14/2015	10180	STATE FAIR	0	962.50	962.50
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		962.50	
15469	ROBBINSDALE AREA SCHOOLS	09/14/2015	2810000891	FY15 REGULAR ED. TUITION	0	1,078.55	1,078.55
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL//TUITION TO OTH MN SCH DIST		1,078.55	
15470	RTS	09/14/2015	1		0	63.12	63.12
01 E 005 810 000 000 320				OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/		63.12	
15471	RUNNINGS FARM & FLEET	09/14/2015	10-3112293		0	9.99	9.99
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		9.99	
15472	DAWN RUPP	09/14/2015	1	SHOES PER CONTRACT	0	35.25	35.25
02 E 005 770 126 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/CUSTODIAL D		35.25	
15473	RYER PLUMBING INC.	09/14/2015	8323	WATER LINE- DRAIN REPAIR	0	1,330.64	2,114.32
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		1,330.64	
			8347	HOT WATER HEATER REPAIR	0	223.68	
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		223.68	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			8354	CONCRETE HOLE FOR SIGNS	0	560.00	
01 E 005 850 000 302 511				FACILITIES/CAPITAL OUTLAY/SITE/GROUNDS IMPROVEMENT/		560.00	
15474 SAWMILL		09/14/2015	3		0	210.27	514.40
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		210.27	
			582916		0	237.66	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		237.66	
			583534	TICKET BOOTH	0	66.47	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		66.47	
15475 SCHOLASTIC INC		09/14/2015	11625537	READ 180	0	900.00	1,307.04
01 E 350 220 000 000 430				ENGLISH//SUPPLIES/		900.00	
			M56398308		0	407.04	
01 E 100 203 000 000 433				ELEMENTARY GENERAL ED.//INDIVIDUAL INST SUPPLIES/		407.04	
15476 SCHWICKERT'S		09/14/2015	SIC113931	ANNUAL ROOFS	0	3,500.00	3,500.00
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		3,500.00	
15477 SEACHANGE PRINT INNOVATIONS		09/14/2015	12516	BALLOTS	0	1,000.31	1,000.31
01 E 005 199 000 000 401				SCHOOL ELECTIONS//GENERAL SUPPLIES/		1,000.31	
15478 KERRI SHACKELFORD		09/14/2015	1		0	14.40	58.23
01 E 100 203 379 000 401				ELEMENTARY GENERAL ED.//GENERAL SUPPLIES/TARGETED SERVI		14.40	
			2	LUMBER	0	43.83	
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		43.83	
15479 SIMPLEXGRINNELL		09/14/2015	78022768	ELEM	0	418.71	726.29
01 E 005 860 000 363 305				HEALTH & SAFETY EQUIP/FIRE SAFETY/PROFESSIONAL FEES/		418.71	
			78024861	HS SPRINKLER	0	307.58	
01 E 005 860 000 363 305				HEALTH & SAFETY EQUIP/FIRE SAFETY/PROFESSIONAL FEES/		307.58	
15480 SMSU MEN'S BASKETBALL		09/14/2015	1	presentation	0	500.00	500.00
01 L 230 43				GENERAL FUND/DEFERRED REVENUE/TARGET \$ MS/HS		500.00	
15481 SUBSCRIPTION SVCS OF AMERICA		09/14/2015	4225096		0	140.92	140.92
01 E 300 620 000 000 489				EDUCATIONAL MEDIA/LIBRARY//PERIODICAL/NEWSPAPERS/		140.92	
15482 SW/WC SERVICE COOP - MARSHALL		09/14/2015	47640	KB/SS WKSHP	0	200.00	340.00
01 E 100 216 667 401 366				TITLE I - PART A/TITLE I/TRAVEL-SCHOOL BUSINESS/CURRENT		200.00	
			47664	NURSE WKSHP	0	50.00	
01 E 200 720 000 000 366				HEALTH SERVICES/NURSE//TRAVEL-SCHOOL BUSINESS/		50.00	
			47716	FD. SVC. WKSHP	0	90.00	
02 E 005 770 000 701 366				FOOD SERVICES/SCHOOL LUNCH/TRAVEL-SCHOOL BUSINESS/		90.00	
15483 TECHNICAL SOLUTIONS OF MADISON		09/14/2015	4804	PANIC HARDWARE	0	587.50	1,172.50
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		587.50	
			4805	DOOR CONTROLLER	0	585.00	
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		585.00	
15484 TOSTENSEN SEPTIC		09/14/2015	655	FB FIELD	0	100.00	100.00
01 E 300 292 000 000 899				BOYS/GIRLS ATHLETICS//MISCELLANEOUS EXPENSE/		100.00	
15485 TRUE VALUE-GF/MONTE		09/14/2015	1	OM	0	113.63	1,478.03
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		113.63	
			2	IM	0	1,238.96	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		1,238.96	
			3	CASTERS	0	75.96	
01 E 300 292 000 000 899				BOYS/GIRLS ATHLETICS//MISCELLANEOUS EXPENSE/		75.96	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			366399		0	49.48	
01 L	230 69			GENERAL FUND/DEFERRED REVENUE/TARGET \$		49.48	
15486	TYNDALE CO.	09/14/2015	46033		2	207.30	207.30
01 E	005 020 000 000 401			SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		16.50	
01 E	100 203 000 000 899			ELEMENTARY GENERAL ED.//MISCELLANEOUS EXPENSE/		100.05	
01 E	300 211 000 000 430			SECONDARY EDUCATION GENERAL//SUPPLIES/		90.75	
15487	VIKING COCA-COLA	09/14/2015	1		0	2,496.00	1,816.50
01 L	230 21			GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		2,496.00	
			2		0	-679.50	
01 L	230 20			GENERAL FUND/DEFERRED REVENUE/ACTIVITIES/ATHLETIC (COKE		-679.50	
15488	Vendor Continued Void	09/14/2015					0.00
15489	Vendor Continued Void	09/14/2015					0.00
15490	VISA	09/14/2015	1		19	87.54	5,341.87
01 E	350 296 209 000 401			AMAZON GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL		87.54	
			10	AMAZON SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/	0	36.99	
01 E	005 020 000 000 401					36.99	
			11	WALMART ELEMENTARY GENERAL ED.//SUPPLIES/	0	169.72	
01 E	100 203 000 000 430					169.72	
			12	UPS BOYS/GIRLS ATHLETICS//POSTAGE AND EXPRESS/	0	12.58	
01 E	300 292 000 000 329					12.58	
			13	PROKICKER.COM BOYS ATHLETICS//GENERAL SUPPLIES/FOOTBALL	0	133.90	
01 E	300 294 211 000 401					133.90	
			14	AMAZON COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/GENERAL	0	158.00	
04 E	500 505 000 321 401					158.00	
			15	DISCOUNT MUGS GENERAL FUND/DEFERRED REVENUE/WELLNESS \$	0	535.94	
01 L	230 92					535.94	
			16.17	AMAZON SOCIAL STUDIES-SCIENCES//BOOKS/WORKBOOKS/	0	382.22	
01 E	300 270 000 000 460					382.22	
			19	AMAZON TABLETS SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/TECHNOLOGY E	0	2,694.89	
01 E	350 211 000 302 555					2,694.89	
			2	SUNNY SPORTS GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL	0	40.75	
01 E	300 296 209 000 401					40.75	
			20	SAMPLE GOLF ITEMS RETURNED GENERAL FUND/DEFERRED REVENUE/STING CARD ACCOUNT (16)	11	-85.00	
01 L	230 19					-85.00	
			22	WALMART ELEMENTARY GENERAL ED.//SUPPLIES/	0	-165.15	
01 E	100 203 000 000 430					-165.15	
			3	VB WAREHOUSE GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL	0	312.46	
01 E	350 296 209 000 401					312.46	
			4	MSHSCA BOYS/GIRLS ATHLETICS//DUES & MEMBERSHIPS/	0	42.50	
01 E	300 292 000 000 820					42.50	
			5	VB WAREHOUSE GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL	0	182.97	
01 E	300 296 209 000 401					182.97	
			6	ALL STATE BANNERS BOYS/GIRLS ATHLETICS/CAPITAL OUTLAY/EQUIPMENT PURCHASES	0	67.70	
01 E	300 292 000 302 530					67.70	
			7	ALL VOLLEYBALL GIRLS ATHLETICS//GENERAL SUPPLIES/UNIFORMS	0	112.50	
01 E	300 296 227 000 401					112.50	
			8	DICKS SPORTING GOODS	0	170.98	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 300 296 209 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL		170.98	
01 L 230 92			9.	DISCOUNT MUGS	0	450.38	
				GENERAL FUND/DEFERRED REVENUE/WELLNESS \$		450.38	
15491 VALERIE WENSAUER		09/14/2015	1		0	155.00	183.50
02 E 005 770 000 701 820				FOOD SERVICES/SCHOOL LUNCH/DUES & MEMBERSHIPS/		155.00	
02 E 005 770 000 701 366			2		0	28.50	
				FOOD SERVICES/SCHOOL LUNCH/TRAVEL-SCHOOL BUSINESS/		28.50	
15492 WILLMAR PUBLIC SCHOOLS #347		09/14/2015	6142	FY15 SPECIAL ED.	0	990.96	2,488.68
01 E 998 400 000 000 390				TUITION		990.96	
01 E 998 211 000 000 390			6142.	FY15 REGULAR ED.	0	1,497.72	
				TUITION		1,497.72	
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL//TUITION TO OTH MN SCH DIST		1,497.72	
15493 XCEL ENERGY		09/14/2015	1		0	20.75	32.25
04 E 500 560 000 321 330				RECREATION-SWIM POOL/COMMUNITY EDUCATION/UTILITY SERVIC		20.75	
01 E 025 810 184 000 330			2		0	11.50	
				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		11.50	
15494 YELLOW MEDICINE CTY RECORDER		09/14/2015	1	taxes/assessments	0	1,091.93	1,091.93
01 E 005 850 000 000 896				FACILITIES//TAXES/		1,091.93	
15495 YME SCHOOL ACTIVITY ACCOUNT		09/14/2015	DANCE TEAM	DEPOSITED TO	0	475.00	475.00
01 R 300 296 000 000 050				WRONG ACCT. - RECT #5921 (COSTUME RENTAL)		475.00	
				GIRLS ATHLETICS//FEES FROM PATRONS/		475.00	
15496 Vendor Continued Void		09/14/2015					0.00
15497 Vendor Continued Void		09/14/2015					0.00
15498 Vendor Continued Void		09/14/2015					0.00
15499 YME SCHOOLS-ADM		09/14/2015	1	CIT. INTEREST	0	-0.31	7,628.31
01 R 005 000 000 000 092				INVESTMENT EARNINGS/		-0.31	
04 R 500 000 000 321 050			13963	TAMMY ZIESKE	0	32.00	
				COMMUNITY EDUCATION/FEES FROM PATRONS/		32.00	
04 E 500 505 000 321 329			13964	POSTMASTER	0	355.37	
				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/POSTAGE		355.37	
01 E 005 810 000 000 410			13965	TRUE VALUE	0	596.63	
01 E 300 211 000 000 401				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/ SECONDARY EDUCATION GENERAL//GENERAL SUPPLIES/		572.73	
04 E 500 590 000 321 329			13966	KAYLA HEGNA	0	127.63	
09 L 230 26				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/POSTAGE AN TRUST FUND/DEFERRED REVENUE/SR CITIZENS BLDG FUND		17.15	
01 E 300 294 211 000 305			13967	MIKE ARVIDSON	0	450.00	
				BOYS ATHLETICS//PROFESSIONAL FEES/FOOTBALL		450.00	
01 E 300 296 209 000 305			13969	LARRY WINKELMAN	0	100.00	
				GIRLS ATHLETICS//PROFESSIONAL FEES/VOLLEYBALL		100.00	
01 E 300 296 209 000 305			13970	TIM BESEMAN	0	100.00	
				GIRLS ATHLETICS//PROFESSIONAL FEES/VOLLEYBALL		100.00	
01 E 300 292 000 000 820			13971	WEST CENTRAL CONF.	0	300.00	
				BOYS/GIRLS ATHLETICS//DUES & MEMBERSHIPS/		300.00	
01 E 100 216 667 401 303			13972	STEVE SCHROEDER-DAVIS	0	1,200.00	
				TITLE I - PART A/TITLE I/FED SUB AWARD UNDER \$25,000/CU		1,200.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E	005 810 000 000 320		13973	CENTURY LINK OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/	0	777.81 777.81	
04 E	500 590 000 321 329		13974	US POST OFFICE OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/POSTAGE AN	0	61.07 61.07	
04 E	500 505 000 321 450		13975	MN STATE FAIR COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	432.00 432.00	
01 E	300 292 226 000 369		13977	LAKEVIEW HS BOYS/GIRLS ATHLETICS//PARTICIPATION FEES/CROSS COUNTRY	0	65.00 65.00	
01 E	300 292 226 000 369		13979	MARSHALL HS BOYS/GIRLS ATHLETICS//PARTICIPATION FEES/CROSS COUNTRY	0	60.00 60.00	
04 R	500 000 000 321 050		13980	MARYANN FROLAND COMMUNITY EDUCATION/FEES FROM PATRONS/	0	60.00 60.00	
01 E	300 294 211 000 305		13981	JOHN KRETT ELBOW LAKE OFFICIALS ASSN BOYS ATHLETICS//PROFESSIONAL FEES/FOOTBALL	0	450.00 450.00	
04 E	500 505 000 321 450		13982	PLYMOUTH PLAYHOUSE COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	1,022.00 1,022.00	
02 R	005 000 000 701 601		13983	MICHAEL GROTHUIS SCHOOL LUNCH/SALES TO PUPILS/	0	21.20 21.20	
01 E	300 296 209 000 305		13984	MARILYN STRATE GIRLS ATHLETICS//PROFESSIONAL FEES/VOLLEYBALL	0	200.00 200.00	
01 E	300 296 209 000 369		13985	MARSHALL HS GIRLS ATHLETICS//PARTICIPATION FEES/VOLLEYBALL	0	340.00 300.00	
01 E	350 296 209 000 369			GIRLS ATHLETICS//PARTICIPATION FEES/VOLLEYBALL		40.00	
01 E	300 296 209 000 369		13986	HANCOCK HS GIRLS ATHLETICS//PARTICIPATION FEES/VOLLEYBALL	0	125.00 125.00	
04 E	500 505 000 321 450		13987	PLYMOUTH GREEN MILL COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	731.48 731.48	
04 E	500 505 000 321 450		13988	PLYMOUTH PLAYHOUSE COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	22.00 22.00	
01 R	005 000 000 000 092		2	GF BANK INTEREST INVESTMENT EARNINGS/	0	-0.57 -0.57	

109 Computer Check(s) For a Total of 360,255.02

	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
	109	Computer	Checks For a Total of	360,255.02
Total For	109	Manual, Wire Tran, ACH & Computer	Checks	360,255.02
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	360,255.02

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	8,539.68	474.12	342,564.95	351,578.75
02	FOOD SERVICE	0.00	21.20	892.69	913.89
04	COMMUNITY SERVICE	0.00	92.00	7,424.92	7,516.92
09	TRUST FUND	245.46	0.00	0.00	245.46

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15391	A&B BUSINESS SOLUTIONS	09/14/2015	196185	COPIER LEASE	0	1,492.50	2,112.44
01 E 005 020 290 302 580				SUPERINTENDENT'S OFFICE/CAPITAL OUTLAY/CAPITAL LEASE PR		200.00	
01 E 100 203 290 302 580				ELEMENTARY GENERAL ED./CAPITAL OUTLAY/CAPITAL LEASE PRI		450.00	
01 E 300 211 290 302 580				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/CAPITAL LEAS		561.67	
01 E 350 211 290 302 580				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/CAPITAL LEAS		280.83	
			196185-	COPIER MAINTENANCE	0	713.26	
01 E 005 020 290 000 350				SUPERINTENDENT'S OFFICE//REPAIRS AND MAINTENANCE SVCS/F		107.00	
01 E 100 203 290 000 350				ELEMENTARY GENERAL ED./REPAIRS AND MAINTENANCE SVCS/FO		214.00	
01 E 300 211 290 000 350				SECONDARY EDUCATION GENERAL//REPAIRS AND MAINTENANCE SV		241.49	
01 E 350 211 290 000 350				SECONDARY EDUCATION GENERAL//REPAIRS AND MAINTENANCE SV		150.77	
			CM12968	CREDIT	0	-46.66	
01 E 100 203 290 000 350				ELEMENTARY GENERAL ED./REPAIRS AND MAINTENANCE SVCS/FO		-46.66	
			CM12968-	CREDIT	0	-46.66	
01 E 300 211 290 000 350				SECONDARY EDUCATION GENERAL//REPAIRS AND MAINTENANCE SV		-46.66	
15392	ADVOCATE TRIBUNE	09/14/2015	104035-01	BOARD OF EDUCATION//PRINTING/ADVERTISING/	0	643.00	1,998.21
01 E 005 010 000 000 380						643.00	
			119178-01	COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PRINTIN	0	1,355.21	
04 E 500 505 000 321 380						1,355.21	
15393	AGILE SPORTS	09/14/2015	3489-15-158572	VIDEO EDITING	0	200.00	400.00
01 E 350 292 000 000 305				BOYS/GIRLS ATHLETICS//PROFESSIONAL FEES/		200.00	
			3489-15-158572-	VIDEO EDITING	0	200.00	
01 E 300 294 211 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/FOOTBALL		200.00	
15394	ALMICH'S MARKET	09/14/2015	1	CONCESSIONS	0	16.20	434.00
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		16.20	
			2	BOARD OF EDUCATION//MISCELLANEOUS EXPENSE/	0	255.93	
01 E 005 010 000 000 899						255.93	
			3	FAMILY LIFE SCIENCE (VOC)/VOCATIONAL PROGRAMS/INDIVIDUA	0	161.87	
01 E 300 331 000 830 433						161.87	
15395	AMERICAN WELDING AND GAS, INC.	09/14/2015	03511044	AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA	0	22.21	22.21
01 E 300 301 501 830 433						22.21	
15396	AUS FLOORS & MORE INC.	09/14/2015	17265	CARPET- EASTWING OFFICE	0	259.95	259.95
01 E 005 850 000 302 522				FACILITIES/CAPITAL OUTLAY/BUILDING IMPROVEMENTS/		259.95	
15397	BENNETT & BENNETT INC.	09/14/2015	1	REG ROUTES	0	54,257.77	55,248.87
01 E 005 760 000 720 360				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		54,257.77	
			2	BAND RENT	0	30.00	
01 E 300 258 233 000 370				MUSIC//RENTALS AND LEASES/INSTRUMENTAL MUSIC		30.00	
			3	TARGET FIELD	0	494.60	
01 E 005 760 000 714 360				PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION		494.60	
			4	VALLEY FAIR	0	405.53	
01 E 005 760 000 714 360				PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION		405.53	
			5	KDGTN CAMP	0	60.97	
01 E 100 203 379 733 360				ELEMENTARY GENERAL ED./TRANSPORTATION/NON-AUTHORIZED/TR		60.97	
15398	BENSON LAUNDRY	09/14/2015	1	FOOD SERVICES/SCHOOL LUNCH/LAUNDRY AND DRY CLEANING/	0	12.50	12.50
02 E 005 770 000 701 382						12.50	
15399	BILL'S ELECTRIC	09/14/2015	5917	OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/	0	79.50	79.50
01 E 005 810 000 000 410						79.50	
15400	CARLTON ISD #93	09/14/2015	FY15	TUITION	0	1,156.20	1,156.20
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL//TUITION TO OTH MN SCH DIST		1,156.20	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15401	CDW GOVERNMENT, INC.	09/14/2015	XS54581		0	359.88	854.97
01 E 300 211 000 302 555				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/TECHNOLOGY	E	359.88	
			XT39164		0	495.09	
01 E 300 211 000 302 555				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/TECHNOLOGY	E	495.09	
15402	CENEX CREDIT CARD	09/14/2015	1		0	496.95	693.92
01 E 005 810 193 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/CAR EXPENSES		496.95	
			2		0	196.97	
01 E 005 810 191 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/OUTSIDE MAINTENAN		196.97	
15403	Vendor Continued Void	09/14/2015					0.00
15404	CITY OF GRANITE FALLS	09/14/2015	1	BR ELECTRICITY	0	5,172.61	21,089.70
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		5,172.61	
			10		0	1,621.65	
01 E 005 810 183 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/SEWER-WATE		1,621.65	
			3	HS WATER-SEWER	0	3,628.10	
01 E 005 810 183 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/SEWER-WATE		3,628.10	
			4	HS ELECTRICITY	0	10,546.81	
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		10,546.81	
			5	TRACK	0	14.19	
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		14.19	
			6	CARPENTRY	0	12.00	
01 E 300 361 000 000 330				VOCATIONAL WEIDAUER//UTILITY SERVICES/		12.00	
			7	OUTSIDE MAINTENANCE	0	94.34	
01 E 005 810 191 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/OUTSIDE MA		94.34	
15405	CONSUMERS COOPERATIVE OIL CO.	09/14/2015	1		0	55.24	55.24
01 E 025 810 000 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/		55.24	
15406	COSTUME SPECIALIST INC.	09/14/2015	SH4068		0	60.00	60.00
01 E 100 203 182 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/WEE READ PROGRAM		60.00	
15407	COUNTRYSIDE PUBLIC HEALTH	09/14/2015	1	SCHOOL INSPECTION	0	210.00	210.00
01 E 005 860 000 347 305				HEALTH & SAFETY EQUIP/PHYSICAL HAZARD CONTROL/PROFESSIO		210.00	
15408	DAIRY QUEEN	09/14/2015	15		0	31.73	31.73
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		31.73	
15409	DEAN FOODS NORTH CENTRAL, INC.	09/14/2015	1	MILK	0	88.92	88.92
02 E 005 770 000 709 495				FOOD SERVICES/SUMMER FOOD SERVICE/MILK/		88.92	
15410	DEPT. OF HUMAN SERVICES	09/14/2015	1	IEP	0	12.00	12.00
01 E 005 400 000 372 305				SPECIAL ED GENERAL/3RD PARTY BILLINGS-FED/PROFESSIONAL		12.00	
15411	DISCOUNT SCHOOL SUPPLY	09/14/2015	W23410300101		5	253.17	253.17
04 E 500 582 000 337 401				LEARNING READINESS/ECFE SCHOLARSHIPS/GENERAL SUPPLIES/		253.17	
15412	ECOLAB	09/14/2015	6281583		0	156.99	156.99
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		156.99	
15413	GLENIS I ELLIOTT	09/14/2015	1	WEE READ	0	66.90	66.90
01 E 100 203 182 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/WEE READ PROGRAM		66.90	
15414	EMC INSURANCE COMPANIES	09/14/2015	FY15 WORK COMP	AUDITED AMOUNT	0	154.88	154.88
01 E 100 203 000 000 270				DUE		77.44	
01 E 300 211 000 000 270				ELEMENTARY GENERAL ED.//WORKERS COMPENSATION/		77.44	
				SECONDARY EDUCATION GENERAL//WORKERS COMPENSATION/		77.44	
15415	KATHRYN ENNINGA	09/14/2015	1	CONCESSIONS	0	700.84	700.84
01 L 230 21				SUPPLIES		700.84	
				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		700.84	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15416	FARMERS UNION OIL CO.	09/14/2015	1		0	231.52	231.52
01 E 005 810 191 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/OUTSIDE MAINTENAN		231.52	
15417	TASHA FELDMAN	09/14/2015	1		0	42.00	42.00
01 E 300 640 000 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		42.00	
15418	FILTRATION SYSTEMS INC.	09/14/2015	67869		0	1,347.31	1,347.31
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		1,347.31	
15419	FIRST CHOICE FOOD & BEVERAGE S	09/14/2015	1		0	759.56	759.56
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		759.56	
15420	FOOD SERVICES OF AMERICA	09/14/2015	1		0	444.02	444.02
02 E 005 770 000 709 490				FOOD SERVICES/SUMMER FOOD SERVICE/FOOD/		444.02	
15421	JOANN FROMM	09/14/2015	1	SR CENTER	0	134.98	134.98
09 L 230 26				TRUST FUND/DEFERRED REVENUE/SR CITIZENS BLDG FUND		134.98	
15422	GOLF TEAM PRODUCTS	09/14/2015	1		0	1,880.00	1,880.00
01 L 230 20				GENERAL FUND/DEFERRED REVENUE/ACTIVITIES/ATHLETIC (COKE		1,880.00	
15423	GRANITE FALLS AUTO PARTS	09/14/2015	1		0	5.98	5.98
01 E 005 810 193 000 401				OPERATIONS AND MAINTENANCE//GENERAL SUPPLIES/CAR EXPENS		5.98	
15424	GRANITE FALLS OFFICIALS ASSOC.	09/14/2015	1	FALLsports	0	360.00	360.00
01 E 300 294 211 000 305				BOYS ATHLETICS//PROFESSIONAL FEES/FOOTBALL		360.00	
15425	GRAPHIC EDGE	09/14/2015	910943	STING RESALE	0	1,716.58	1,716.58
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		1,716.58	
15426	GREAT PLAINS NATURAL GAS CO	09/14/2015	1	BRE	0	250.48	2,912.68
01 E 005 810 000 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		250.48	
			2	HS	0	2,621.20	
01 E 005 810 000 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		2,621.20	
			3	MAINTENANCE	0	21.00	
01 E 005 810 191 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/OUTSIDE		21.00	
			4	CLKFD STORAGE	0	20.00	
01 E 025 810 000 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		20.00	
15427	HANSEN, LISA	09/14/2015	01	8/20/15 Walmart	0	65.00	143.87
01 L 230 69				GENERAL FUND/DEFERRED REVENUE/TARGET \$		65.00	
			2	8/21/15 WALMART	0	78.87	
01 L 230 69				GENERAL FUND/DEFERRED REVENUE/TARGET \$		78.87	
15428	KAYLA J HEGNA	09/14/2015	1	CAREGIVERS	0	14.42	70.97
04 E 500 590 157 321 366				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/TRAVEL-SCH		14.42	
			2	CHORES	0	46.75	
04 E 500 590 156 321 366				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/TRAVEL-SCH		46.75	
			3	POSTAGE	0	9.80	
04 E 500 590 000 321 329				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/POSTAGE AN		9.80	
15429	HIGH PLAINS JOURNAL	09/14/2015	1	subscritpion	0	195.00	195.00
01 E 300 301 501 830 430				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/SUPPLIES/		195.00	
15430	HILLYARD/HUTCHINSON	09/14/2015	601725707		0	37.67	5,465.56
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		37.67	
			601742816		0	5,319.24	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		5,319.24	
			601751247		0	108.65	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		108.65	
15431	INNOVATIVE OFFICE SOLUTIONS	09/14/2015	867312		0	36.81	1,621.89

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/		36.81	
			876368		0	103.84	
01 E 300 211 000 000 430				SECONDARY EDUCATION GENERAL//SUPPLIES/		103.84	
			IN0885927		0	112.21	
04 E 500 582 000 337 144				LEARNING READINESS/ECFE SCHOLARSHIPS/CLASSROOM SUPPORTE		112.21	
			IN0887235	CHAIRS	0	1,237.50	
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		1,237.50	
			IN0889016		0	131.53	
01 E 100 620 000 000 401				EDUCATIONAL MEDIA/LIBRARY//GENERAL SUPPLIES/		131.53	
15432 ISCORP		09/14/2015	673639		0	195.50	195.50
01 E 005 110 000 000 350				ACCOUNTING OFFICE//REPAIRS AND MAINTENANCE SVCS/		195.50	
15433 JEFFREY IVERSON		09/14/2015	1	VOCAL	0	245.58	1,173.00
01 E 300 258 231 000 430				MUSIC//SUPPLIES/VOCAL MUSIC		245.58	
			2	MUSICAL	0	33.22	
01 E 300 298 236 000 401				EXTRACURRICULAR ACTIVITIES//GENERAL SUPPLIES/MUSICAL		33.22	
			3	MUSICAL	0	874.44	
01 E 300 298 236 000 401				EXTRACURRICULAR ACTIVITIES//GENERAL SUPPLIES/MUSICAL		874.44	
			4	VOCAL	0	19.76	
01 E 300 258 231 000 430				MUSIC//SUPPLIES/VOCAL MUSIC		19.76	
15434 IXL LEARNING		09/14/2015	5275332		0	3,507.00	5,962.00
01 E 100 216 667 401 405				TITLE I - PART A/TITLE I/SOFTWARE ETC/CURRENT SCHL IMPR		3,507.00	
			S273929		0	2,455.00	
01 E 300 256 000 000 405				MATHEMATICS//SOFTWARE ETC/		2,455.00	
15435 JIFFY-JR. PRODUCTS		09/14/2015	160205		0	739.83	856.90
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		739.83	
			160206		0	117.07	
01 E 300 255 000 000 450				INDUSTRIAL EDUCATION//MATERIALS PURCH FOR RESALE/		117.07	
15436 JIM'S CLOTHING & SPORTING GOOD		09/14/2015	99405		0	1,249.50	1,249.50
01 E 300 292 226 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/CROSS COUNTRY		53.60	
01 E 300 294 211 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/FOOTBALL		927.25	
01 E 300 296 209 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL		160.75	
01 E 300 296 224 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/TENNIS		107.90	
15437 LAKESHORE LEARNING MATERIALS		09/14/2015	4158830815	ORGANIZER	0	458.85	458.85
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		458.85	
15438 DAVID LEE		09/14/2015	1		0	28.63	57.63
01 E 300 292 000 000 382				BOYS/GIRLS ATHLETICS//LAUNDRY AND DRY CLEANING/		28.63	
			2	gas	0	29.00	
01 E 005 810 193 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/CAR EXPENSES		29.00	
15439 MARSHALL SEWING CENTER		09/14/2015	710596		0	230.00	230.00
01 E 300 331 000 830 350				FAMILY LIFE SCIENCE (VOC)/VOCATIONAL PROGRAMS/REPAIRS A		230.00	
15440 MCGRAW-HILL		09/14/2015	87077912001		0	32.79	120.40
01 E 300 250 000 000 430				FAMILY CONSUMER SCIENCE//SUPPLIES/		32.79	
			87508346001		0	87.61	
01 E 300 250 000 000 430				FAMILY CONSUMER SCIENCE//SUPPLIES/		87.61	
15441 MESPA		09/14/2015	00803		0	896.00	896.00
01 E 100 050 000 000 820				PRINCIPAL'S OFFICE//DUES & MEMBERSHIPS/		896.00	
15442 MIDWEST SPORTS		09/14/2015	1521160500		0	131.88	131.88
01 E 300 296 224 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/TENNIS		131.88	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15443	MINNESOTA ELEVATOR TOTAL ELEVA	09/14/2015	635526		0	329.26	329.26
01 E 005 860 000 347 590				HEALTH & SAFETY EQUIP/PHYSICAL HAZARD CONTROL/OTHER CAP		329.26	
15444	MN RIVER VALLEY EDUCATION DIST	09/14/2015	ALC MAINT.	4TH QUARTER FY15	0	1,579.57	10,381.52
01 E 610 211 129 310 370				SECONDARY EDUCATION GENERAL/COOPERATIVE/RENTALS AND LEA		1,579.57	
				MRVED GENERAL	0	2,258.09	
				(COMM			
				ED/BOARD/STAFF/GEN			
				.)			
01 E 005 105 129 310 391				ADMINISTRATIVE SUPPORT/COOPERATIVE/MN SCH DIST - REIMBU		2,258.09	
				PROF. DEV.	0	-147.25	
01 E 005 640 129 316 391				STAFF DEVELOPMENT/STAFF DEVELOPMENT/MN SCH DIST - REIMB		-147.25	
				STAFF DEV.	0	4,986.75	
01 E 005 640 129 316 391				STAFF DEVELOPMENT/STAFF DEVELOPMENT/MN SCH DIST - REIMB		4,986.75	
				TECHNOLOGY	0	1,704.36	
				FIBER			
				LEASE/LCTN/REIMB.			
01 E 005 630 129 310 391				TECHNOLOGY INSTRUCTIONAL/COOPERATIVE/MN SCH DIST - REIM		1,704.36	
15445	MINNESOTA SCHOOL BOARD ASSOC.	09/14/2015	12609M8XOGO	BOARD BOOK	0	2,000.00	2,000.00
01 E 005 010 000 000 405				BOARD OF EDUCATION//SOFTWARE ETC/		2,000.00	
15446	MSHSL	09/14/2015	027206		0	189.00	189.00
01 E 300 292 219 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/TRACK		12.00	
01 E 300 292 225 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/GOLF		6.00	
01 E 300 294 211 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/FOOTBALL		18.00	
01 E 300 294 213 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/BASKETBALL		12.00	
01 E 300 294 215 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/BASEBALL		32.00	
01 E 300 294 221 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/WRESTLING		12.00	
01 E 300 296 209 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL		12.00	
01 E 300 296 210 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/SOFTBALL		12.00	
01 E 300 296 213 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/BASKETBALL		12.00	
01 E 300 296 228 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/DANCELINE		6.00	
01 E 300 298 000 000 899				EXTRACURRICULAR ACTIVITIES//MISCELLANEOUS EXPENSE/		55.00	
15447	MTI DISTRIBUTING INC.	09/14/2015	1031861	BLADES	0	67.74	67.74
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		67.74	
15448	MUSIC STREET	09/14/2015	1	BAND RESALE	0	116.87	116.87
01 E 300 258 233 000 450				MUSIC//MATERIALS PURCH FOR RESALE/INSTRUMENTAL MUSIC		116.87	
15449	MVCC	09/14/2015	1	SPEC ED SERV.	0	153,781.94	153,781.94
01 E 200 420 978 740 396				SPECIAL EDUCATIONAL GENERAL/STATE FUNDED SPECIAL ED/DUE		153,781.94	
15450	MVTV	09/14/2015	1	MAINT. INTERNET	0	47.95	47.95
01 E 005 630 199 000 305				TECHNOLOGY INSTRUCTIONAL//PROFESSIONAL FEES/TECHNOLOGY		47.95	
15451	NASCO	09/14/2015	519848		0	41.79	41.79
01 E 300 250 000 000 430				FAMILY CONSUMER SCIENCE//SUPPLIES/		41.79	
15452	NATIVE REFLECTIONS	09/14/2015	132978		0	471.02	471.02
01 E 350 270 000 320 430				SOCIAL STUDIES-SCIENCES/TEACHER MOBILITY INCENTIVES/SUP		471.02	
15453	ND CENTER FOR FOR DISTANCE EDU	09/14/2015	189869		0	600.00	900.00
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		600.00	
				189873	0	300.00	
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		300.00	
15454	OFFICEMAX CONTRACT INC.	09/14/2015	269015		0	62.06	84.86
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		62.06	
				381726	0	22.80	
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		22.80	
15455	OLSON SANITATION INC.	09/14/2015	2097		0	579.15	579.15

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 005 810 000 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/		579.15	
15456	ORIENTAL TRADING COMPANY, INC	09/14/2015	673091325-01		0	35.64	35.64
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/		35.64	
15457	PAAPE ENERGY INC.	09/14/2015	4215	LIGHTING SCHEDULE	0	45.00	45.00
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		45.00	
15458	PAN-O-GOLD BAKING CO.	09/14/2015	1		0	38.50	38.50
02 E 005 770 000 709 490				FOOD SERVICES/SUMMER FOOD SERVICE/FOOD/		38.50	
15459	PEARSON EDUCATION	09/14/2015	11	MATH SERIES	0	39,015.98	39,015.98
01 E 100 203 000 302 560				ELEMENTARY GENERAL ED./CAPITAL OUTLAY/TEXTBOOK/LIBRARY		39,015.98	
15460	J.W. PEPPER & SON INC.	09/14/2015	11A95710		0	124.89	456.83
01 E 300 258 233 000 430				MUSIC//SUPPLIES/INSTRUMENTAL MUSIC		124.89	
			11A95730		0	306.94	
01 E 300 258 233 000 430				MUSIC//SUPPLIES/INSTRUMENTAL MUSIC		306.94	
			11A97668		0	25.00	
01 E 300 258 233 000 430				MUSIC//SUPPLIES/INSTRUMENTAL MUSIC		25.00	
15461	PITNEY BOWES	09/14/2015	454116	POSTAGE METER	0	1,017.00	1,017.00
01 E 005 020 000 000 370				SUPERINTENDENT'S OFFICE//RENTALS AND LEASES/		1,017.00	
15462	PLYMOUTH INTERMEDIATE #287	09/14/2015	FY15	TUITION	0	523.38	523.38
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL//TUITION TO OTH MN SCH DIST		523.38	
15463	MEGAN PRATT	09/14/2015	1	READ 180	0	53.79	53.79
01 E 300 640 000 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		53.79	
15464	RAMBOW SPORTSWEAR	09/14/2015	522366	BANNERS	0	610.72	610.72
01 E 300 292 000 302 530				BOYS/GIRLS ATHLETICS/CAPITAL OUTLAY/EQUIPMENT PURCHASES		610.72	
15465	REALLY GOOD STUFF	09/14/2015	5253407		0	49.11	49.11
01 E 100 201 000 000 430				KINDERGARTEN//SUPPLIES/		49.11	
15466	TODD REISHUS	09/14/2015	1	SHOES PER CONTRACT	0	100.00	100.00
01 E 005 810 126 000 401				OPERATIONS AND MAINTENANCE//GENERAL SUPPLIES/CUSTODIAL		100.00	
15467	AL RESZEL	09/14/2015	11	building bridges	0	134.46	134.46
04 E 500 505 000 882 433				COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/INDIVIDU		134.46	
15468	RILEY BUS SERVICE, INC.	09/14/2015	10180	STATE FAIR	0	962.50	962.50
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		962.50	
15469	ROBBINSDALE AREA SCHOOLS	09/14/2015	2810000891	FY15 REGULAR ED. TUITION	0	1,078.55	1,078.55
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL//TUITION TO OTH MN SCH DIST		1,078.55	
15470	RTS	09/14/2015	1		0	63.12	63.12
01 E 005 810 000 000 320				OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/		63.12	
15471	RUNNINGS FARM & FLEET	09/14/2015	10-3112293		0	9.99	9.99
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		9.99	
15472	DAWN RUPP	09/14/2015	1	SHOES PER CONTRACT	0	35.25	35.25
02 E 005 770 126 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/CUSTODIAL D		35.25	
15473	RYER PLUMBING INC.	09/14/2015	8323	WATER LINE- DRAIN REPAIR	0	1,330.64	2,114.32
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		1,330.64	
			8347	HOT WATER HEATER REPAIR	0	223.68	
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		223.68	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			8354	CONCRETE HOLE FOR SIGNS	0	560.00	
01 E 005 850 000 302 511				FACILITIES/CAPITAL OUTLAY/SITE/GROUNDS IMPROVEMENT/		560.00	
15474 SAWMILL		09/14/2015	3		0	210.27	514.40
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		210.27	
			582916		0	237.66	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		237.66	
			583534	TICKET BOOTH	0	66.47	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		66.47	
15475 SCHOLASTIC INC		09/14/2015	11625537	READ 180	0	900.00	1,307.04
01 E 350 220 000 000 430				ENGLISH//SUPPLIES/		900.00	
			M56398308		0	407.04	
01 E 100 203 000 000 433				ELEMENTARY GENERAL ED.//INDIVIDUAL INST SUPPLIES/		407.04	
15476 SCHWICKERT'S		09/14/2015	SIC113931	ANNUAL ROOFS	0	3,500.00	3,500.00
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		3,500.00	
15477 SEACHANGE PRINT INNOVATIONS		09/14/2015	12516	BALLOTS	0	1,000.31	1,000.31
01 E 005 199 000 000 401				SCHOOL ELECTIONS//GENERAL SUPPLIES/		1,000.31	
15478 KERRI SHACKELFORD		09/14/2015	1		0	14.40	58.23
01 E 100 203 379 000 401				ELEMENTARY GENERAL ED.//GENERAL SUPPLIES/TARGETED SERVI		14.40	
			2	LUMBER	0	43.83	
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		43.83	
15479 SIMPLEXGRINNELL		09/14/2015	78022768	ELEM	0	418.71	726.29
01 E 005 860 000 363 305				HEALTH & SAFETY EQUIP/FIRE SAFETY/PROFESSIONAL FEES/		418.71	
			78024861	HS SPRINKLER	0	307.58	
01 E 005 860 000 363 305				HEALTH & SAFETY EQUIP/FIRE SAFETY/PROFESSIONAL FEES/		307.58	
15480 SMSU MEN'S BASKETBALL		09/14/2015	1	presentation	0	500.00	500.00
01 L 230 43				GENERAL FUND/DEFERRED REVENUE/TARGET \$ MS/HS		500.00	
15481 SUBSCRIPTION SVCS OF AMERICA		09/14/2015	4225096		0	140.92	140.92
01 E 300 620 000 000 489				EDUCATIONAL MEDIA/LIBRARY//PERIODICAL/NEWSPAPERS/		140.92	
15482 SW/WC SERVICE COOP - MARSHALL		09/14/2015	47640	KB/SS WKSHP	0	200.00	340.00
01 E 100 216 667 401 366				TITLE I - PART A/TITLE I/TRAVEL-SCHOOL BUSINESS/CURRENT		200.00	
			47664	NURSE WKSHP	0	50.00	
01 E 200 720 000 000 366				HEALTH SERVICES/NURSE//TRAVEL-SCHOOL BUSINESS/		50.00	
			47716	FD. SVC. WKSHP	0	90.00	
02 E 005 770 000 701 366				FOOD SERVICES/SCHOOL LUNCH/TRAVEL-SCHOOL BUSINESS/		90.00	
15483 TECHNICAL SOLUTIONS OF MADISON		09/14/2015	4804	PANIC HARDWARE	0	587.50	1,172.50
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		587.50	
			4805	DOOR CONTROLLER	0	585.00	
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		585.00	
15484 TOSTENSEN SEPTIC		09/14/2015	655	FB FIELD	0	100.00	100.00
01 E 300 292 000 000 899				BOYS/GIRLS ATHLETICS//MISCELLANEOUS EXPENSE/		100.00	
15485 TRUE VALUE-GF/MONTE		09/14/2015	1	OM	0	113.63	1,478.03
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		113.63	
			2	IM	0	1,238.96	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		1,238.96	
			3	CASTERS	0	75.96	
01 E 300 292 000 000 899				BOYS/GIRLS ATHLETICS//MISCELLANEOUS EXPENSE/		75.96	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			366399		0	49.48	
01 L	230 69			GENERAL FUND/DEFERRED REVENUE/TARGET \$		49.48	
15486	TYNDALE CO.	09/14/2015	46033		2	207.30	207.30
01 E	005 020 000 000 401			SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		16.50	
01 E	100 203 000 000 899			ELEMENTARY GENERAL ED.//MISCELLANEOUS EXPENSE/		100.05	
01 E	300 211 000 000 430			SECONDARY EDUCATION GENERAL//SUPPLIES/		90.75	
15487	VIKING COCA-COLA	09/14/2015	1		0	2,496.00	1,816.50
01 L	230 21			GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		2,496.00	
			2		0	-679.50	
01 L	230 20			GENERAL FUND/DEFERRED REVENUE/ACTIVITIES/ATHLETIC (COKE		-679.50	
15488	Vendor Continued Void	09/14/2015					0.00
15489	Vendor Continued Void	09/14/2015					0.00
15490	VISA	09/14/2015	1		19	87.54	5,341.87
01 E	350 296 209 000 401			AMAZON GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL		87.54	
			10	AMAZON	0	36.99	
01 E	005 020 000 000 401			SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		36.99	
			11	WALMART	0	169.72	
01 E	100 203 000 000 430			ELEMENTARY GENERAL ED.//SUPPLIES/		169.72	
			12	UPS	0	12.58	
01 E	300 292 000 000 329			BOYS/GIRLS ATHLETICS//POSTAGE AND EXPRESS/		12.58	
			13	PROKICKER.COM	0	133.90	
01 E	300 294 211 000 401			BOYS ATHLETICS//GENERAL SUPPLIES/FOOTBALL		133.90	
			14	AMAZON	0	158.00	
04 E	500 505 000 321 401			COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/GENERAL		158.00	
			15	DISCOUNT MUGS	0	535.94	
01 L	230 92			GENERAL FUND/DEFERRED REVENUE/WELLNESS \$		535.94	
			16.17	AMAZON	0	382.22	
01 E	300 270 000 000 460			SOCIAL STUDIES-SCIENCES//BOOKS/WORKBOOKS/		382.22	
			19	AMAZON TABLETS	0	2,694.89	
01 E	350 211 000 302 555			SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/TECHNOLOGY E		2,694.89	
			2	SUNNY SPORTS	0	40.75	
01 E	300 296 209 000 401			GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL		40.75	
			20	SAMPLE GOLF ITEMS RETURNED	11	-85.00	
01 L	230 19			GENERAL FUND/DEFERRED REVENUE/STING CARD ACCOUNT (16)		-85.00	
			22	WALMART	0	-165.15	
01 E	100 203 000 000 430			ELEMENTARY GENERAL ED.//SUPPLIES/		-165.15	
			3	VB WAREHOUSE	0	312.46	
01 E	350 296 209 000 401			GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL		312.46	
			4	MSHSCA	0	42.50	
01 E	300 292 000 000 820			BOYS/GIRLS ATHLETICS//DUES & MEMBERSHIPS/		42.50	
			5	VB WAREHOUSE	0	182.97	
01 E	300 296 209 000 401			GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL		182.97	
			6	ALL STATE BANNERS	0	67.70	
01 E	300 292 000 302 530			BOYS/GIRLS ATHLETICS/CAPITAL OUTLAY/EQUIPMENT PURCHASES		67.70	
			7	ALL VOLLEYBALL	0	112.50	
01 E	300 296 227 000 401			GIRLS ATHLETICS//GENERAL SUPPLIES/UNIFORMS		112.50	
			8	DICKS SPORTING GOODS	0	170.98	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 300 296 209 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL		170.98	
			9.	DISCOUNT MUGS	0	450.38	
01 L 230 92				GENERAL FUND/DEFERRED REVENUE/WELLNESS \$		450.38	
15491 VALERIE WENSAUER		09/14/2015	1		0	155.00	183.50
02 E 005 770 000 701 820				FOOD SERVICES/SCHOOL LUNCH/DUES & MEMBERSHIPS/		155.00	
			2		0	28.50	
02 E 005 770 000 701 366				FOOD SERVICES/SCHOOL LUNCH/TRAVEL-SCHOOL BUSINESS/		28.50	
15492 WILLMAR PUBLIC SCHOOLS #347		09/14/2015	6142	FY15 SPECIAL ED.	0	990.96	2,488.68
				TUITION			
01 E 998 400 000 000 390				SPECIAL ED GENERAL//TUITION TO OTH MN SCH DIST/		990.96	
			6142.	FY15 REGULAR ED.	0	1,497.72	
				TUITION			
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL//TUITION TO OTH MN SCH DIST		1,497.72	
15493 XCEL ENERGY		09/14/2015	1		0	20.75	32.25
04 E 500 560 000 321 330				RECREATION-SWIM POOL/COMMUNITY EDUCATION/UTILITY SERVIC		20.75	
			2		0	11.50	
01 E 025 810 184 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		11.50	
15494 YELLOW MEDICINE CTY RECORDER		09/14/2015	1	taxes/assessments	0	1,091.93	1,091.93
01 E 005 850 000 000 896				FACILITIES//TAXES/		1,091.93	
15495 YME SCHOOL ACTIVITY ACCOUNT		09/14/2015	DANCE TEAM	DEPOSITED TO	0	475.00	475.00
				WRONG ACCT. -			
				RECT #5921			
				(COSTUME RENTAL)			
01 R 300 296 000 000 050				GIRLS ATHLETICS//FEES FROM PATRONS/		475.00	
15496 Vendor Continued Void		09/14/2015					0.00
15497 Vendor Continued Void		09/14/2015					0.00
15498 Vendor Continued Void		09/14/2015					0.00
15499 YME SCHOOLS-ADM		09/14/2015	1	CIT. INTEREST	0	-0.31	7,628.31
01 R 005 000 000 000 092				INVESTMENT EARNINGS/		-0.31	
			13963	TAMMY ZIESKE	0	32.00	
04 R 500 000 000 321 050				COMMUNITY EDUCATION/FEES FROM PATRONS/		32.00	
			13964	POSTMASTER	0	355.37	
04 E 500 505 000 321 329				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/POSTAGE		355.37	
			13965	TRUE VALUE	0	596.63	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		572.73	
01 E 300 211 000 000 401				SECONDARY EDUCATION GENERAL//GENERAL SUPPLIES/		23.90	
			13966	KAYLA HEGNA	0	127.63	
04 E 500 590 000 321 329				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/POSTAGE AN		17.15	
09 L 230 26				TRUST FUND/DEFERRED REVENUE/SR CITIZENS BLDG FUND		110.48	
			13967	MIKE ARVIDSON	0	450.00	
01 E 300 294 211 000 305				BOYS ATHLETICS//PROFESSIONAL FEES/FOOTBALL		450.00	
			13969	LARRY WINKELMAN	0	100.00	
01 E 300 296 209 000 305				GIRLS ATHLETICS//PROFESSIONAL FEES/VOLLEYBALL		100.00	
			13970	TIM BESEMAN	0	100.00	
01 E 300 296 209 000 305				GIRLS ATHLETICS//PROFESSIONAL FEES/VOLLEYBALL		100.00	
			13971	WEST CENTRAL	0	300.00	
				CONF.			
01 E 300 292 000 000 820				BOYS/GIRLS ATHLETICS//DUES & MEMBERSHIPS/		300.00	
			13972	STEVE	0	1,200.00	
				SCHROEDER-DAVIS			
01 E 100 216 667 401 303				TITLE I - PART A/TITLE I/FED SUB AWARD UNDER \$25,000/CU		1,200.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 005 810 000 000 320			13973	CENTURY LINK OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/	0	777.81 777.81	
04 E 500 590 000 321 329			13974	US POST OFFICE OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/POSTAGE AN	0	61.07 61.07	
04 E 500 505 000 321 450			13975	MN STATE FAIR COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	432.00 432.00	
01 E 300 292 226 000 369			13977	LAKEVIEW HS BOYS/GIRLS ATHLETICS//PARTICIPATION FEES/CROSS COUNTRY	0	65.00 65.00	
01 E 300 292 226 000 369			13979	MARSHALL HS BOYS/GIRLS ATHLETICS//PARTICIPATION FEES/CROSS COUNTRY	0	60.00 60.00	
04 R 500 000 000 321 050			13980	MARYANN FROLAND COMMUNITY EDUCATION/FEES FROM PATRONS/	0	60.00 60.00	
01 E 300 294 211 000 305			13981	JOHN KRETT ELBOW LAKE OFFICIALS ASSN BOYS ATHLETICS//PROFESSIONAL FEES/FOOTBALL	0	450.00 450.00	
04 E 500 505 000 321 450			13982	PLYMOUTH PLAYHOUSE COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	1,022.00 1,022.00	
02 R 005 000 000 701 601			13983	MICHAEL GROTHUIS SCHOOL LUNCH/SALES TO PUPILS/	0	21.20 21.20	
01 E 300 296 209 000 305			13984	MARILYN STRATE GIRLS ATHLETICS//PROFESSIONAL FEES/VOLLEYBALL	0	200.00 200.00	
01 E 300 296 209 000 369			13985	MARSHALL HS GIRLS ATHLETICS//PARTICIPATION FEES/VOLLEYBALL	0	340.00 300.00	
01 E 350 296 209 000 369				GIRLS ATHLETICS//PARTICIPATION FEES/VOLLEYBALL		40.00	
01 E 300 296 209 000 369			13986	HANCOCK HS GIRLS ATHLETICS//PARTICIPATION FEES/VOLLEYBALL	0	125.00 125.00	
04 E 500 505 000 321 450			13987	PLYMOUTH GREEN MILL COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	731.48 731.48	
04 E 500 505 000 321 450			13988	PLYMOUTH PLAYHOUSE COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	22.00 22.00	
01 R 005 000 000 000 092			2	GF BANK INTEREST INVESTMENT EARNINGS/	0	-0.57 -0.57	

109 Computer Check(s) For a Total of 360,255.02

	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
	109	Computer	Checks For a Total of	360,255.02
Total For	109	Manual, Wire Tran, ACH & Computer	Checks	360,255.02
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	360,255.02

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	8,539.68	474.12	342,564.95	351,578.75
02	FOOD SERVICE	0.00	21.20	892.69	913.89
04	COMMUNITY SERVICE	0.00	92.00	7,424.92	7,516.92
09	TRUST FUND	245.46	0.00	0.00	245.46

Yellow Medicine East #2190

**Board Report
September 14, 2015**

As of 9-11-15

2015-16 By Fund	Original 2015-16	Year to Date Expenditures	Budget Balance	Percent Expended	2014-15 YTD Expended
General	9,383,259	960,045	8,423,214	10.23%	11.72%
Food Service	417,636	12,743	404,893	3.05%	5.61%
Community Service	390,957	48,129	342,828	12.31%	10.32%
Debt Red.	1,259,120	231,608	1,027,513	18.39%	20.52%
OPEB Trust	268,106	21,479	246,627	8.01%	9.19%
OPEB Debt Service	192,420	36,160	156,260	18.79%	19.93%
Total	11,911,498	1,310,163	10,601,335	11.00%	12.42%

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

Salaries % expended to date (approximately)

Contracted July-June	Supt/Finance/Maint/Comm Ed	16.67%
Contracted August-July	Principals/Fd Svc Director	8.33%
Contracted Sept-August	Teachers/Nurse	0.00%
12 Month Non-certified	Secretaries	16.67%
12 Month Non-certified	Custodians	12.20%
9 Month non-Certified	Assistants/Cooks	0.00%

Liquid Asset Fund

8/31/2015

Month End Cash Invested \$3,581,213.01 General Closing Market Value

Electronic Fund Transfers/LAF Checks

			From	To
8/7/2015	\$ 70.58	RevTrak Fees	LAF	Revtrak
8/7/2015	\$ 48.02	rSchool Fees	LAF	rSchool
8/12/2015	\$ 300,000.00	Board Accounts Payable	LAF	Granite Falls Bank
8/20/2015	\$ 100,000.00	Board Accounts Payable	LAF	Granite Falls Bank
8/21/2015	\$ -	Payroll (F&M Bank)	LAF	F&M Bank
8/21/2015	\$ 200,902.94	Payroll (GF Bank direct deposit)	LAF	Granite Falls Bank
	\$ -	Board Accounts Payable	LAF	Citizens Alliance
	\$ -	Mn Sales Tax	LAF	Mn Dept. of Reven
	\$ -	QZAB Interest- Replaces check#15268	GF Bank	UMB Bank
	\$ -	QZAB Interest- Replaces check#15269	GF Bank	UMB Bank
		PERA Trust (OPEB)	OPEB Trust	LAF

Trust Fund (PERA) OPEB \$870,726.13 Ending 9/10/2015

**YELLOW MEDICINE EAST
ENROLLMENT REPORT
2015-2016**

	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	56														
First Grade	49														
Second Grade	72														
Third Grade	58														
Fourth Grade	59														
Fifth Grade	62														
	356														
Sixth Grade		61													
Seventh Grade		63													
Eighth Grade		53													
Ninth Grade		55													
Tenth Grade		73													
Eleventh Grade		56													
Twelfth Grade		51													
		412													
K-12 TOTAL			768			0			0			0			0

	FEBRUARY			MARCH			APRIL			MAY			END OF THE YEAR		
	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR
Kindergarten															
First Grade															
Second Grade															
Third Grade															
Fourth Grade															
Fifth Grade															
Sixth Grade															
Seventh Grade															
Eighth Grade															
Ninth Grade															
Tenth Grade															
Eleventh Grade															
Twelfth Grade															
		0			0			0			0			0	
K-12 TOTAL			0			0			0			0			0

(Updated 8/5/2015)

PACT for FAMILIES COLLABORATIVE

Putting All Communities Together

2200 23rd St. NE, Suite 2030; Willmar, Minnesota 56201; (320) 231-7030; fax (320) 231-7033

Service Provision Contract

This agreement between **PACT for Families Collaborative**, which operates under a Joint Powers agreement as a governmental subdivision, hereafter referred to as the **Agency**, and **Yellow Medicine East School District**, hereafter referred to as the **Contractor** enter into this agreement for the period of *August 1, 2015 through May 31, 2016*.

WHEREAS, the Contractor represents that it is duly qualified and willing to perform such services;

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth, the Agency and the Contractor agree as follows:

I. SCOPE OF SERVICES

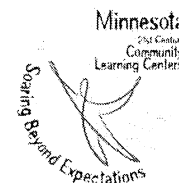
The Agency agrees to purchase and the Contractor agrees to provide:

- A. Site Coordinator to implement program goals and objectives and ensure evaluation and reporting requirements are met. This person is responsible for recruiting participants and program staff, communicating with school staff and parents about the program offerings and opportunities, coordinating activities with school day programs, and arranging space, transportation, purchase of supplies, etc. Participation in grant coordinator meetings is required. Hours will be during school day, after school times and summer program and non-program times. The position may not be added to an already full-time position, nor can it supplant services already being provided by the school district. Hours worked during the normal school day must be dedicated to activities related to 21st Century Learning Center programming.
- B. The equivalent of one licensed teacher to prepare and lead specific learning activities they are qualified to provide and participate in grant related training. Instructional activities must be provided before and/or after regular school hours and during summer and grant activities must be conducted outside the scope of any regular school day teaching contract the participating teachers may hold.
- C. The equivalent of one paraprofessional to assist teachers and students with after-school and summer programming. Paraprofessional hours must be grant related and conducted outside the scope of any other paraprofessional duties the individuals provide for the district.
- D. Each 21st CCLC must operate a minimum of three (3) days per week; and implement a minimum four (4) weeks summer component; and programs offering before school services during the academic year must run for at least one (1) hour each morning that the component is offered and conclude that component before the school day begins.

The Contractor agrees:

- A. To work with the Agency on required data collection, establishing project goals, outcomes and evaluation of the project.
- B. That key Contractor staff will meet with the Agency staff during the project period to assure grant compliance and implementation.
- C. That services provided will not supplant existing services, will be conducted according to 21st Century Community Learning Center requirements as specified by the Minnesota Department of Education, and will be in compliance with the state-approved Agency Learning Century grant.
- D. The Contractor will have administrative representation at all scheduled 21st Century Advisory meetings and program representation at the monthly PACT for Families 5 to 25/5 Committee meetings.
- E. To retain original receipts/invoices and other records (expense/voucher forms, time sheets, tax payments and cost allocation documents) for all administrative and program expenses.

- F. To keep copies of outreach materials used to inform the community about services provided through this grant.
- G. To acknowledge funding source on materials developed to promote 21st Century programming with the following: "This initiative is made possible with a grant from the Minnesota Department of Education using federal funding, CDFA 84.287c, 21st Century Community Learning Centers."
- H. To submit completed time/effort reports for all staff and volunteers.
- I. To assure implementation of the goals and objectives of this grant, including successful completion of the work plan.
- J. To submit records of staff and/or volunteer training provided at the Contractor's site.



II. PAYMENT FOR SERVICES

- A. The Contractor will submit an itemized bill to the Agency for qualifying contract services provided on a quarterly basis using an Agency-specified form.
- B. Billing for services will not exceed **\$44,545** over the course of the contract period as follows:

	<i>Program</i>	<i>Reserve Fund Project</i>	Total
Site Coordinator	\$9,996		\$9,996
Teacher (Prep & Program)	\$11,050		\$11,050
Paraprofessionals (Program)	\$6,512		\$6,512
Bussing to/from afterschool & summer programs	\$7,759		\$7,759
Field Trip Expenses (admissions/supplies)	\$2,940		\$2,940
Non-Instructional Supplies/Materials	\$2,368		\$2,368
Instructional Supplies/Materials	\$3,920		\$3,920
	44,545	\$-0-	\$44,545

- C. Contractor may, **without prior approval, adjust dollars between budget line items in amounts not to exceed 15% of the line item.**
- D. All services provided by the Contractor pursuant to this grant contract shall be performed to the satisfaction of the Agency, as determined in the sole discretion of its Executive Board, authorized representative or grant's manager, and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations. Contractor shall not receive payment for work found by the Agency to be unsatisfactory, or performed in violation of federal, state or local law, ordinance, rule or regulation.
- E. Reimbursement of eligible expenditures is contingent upon receipt by the Agency of the FY 2015 School District Audit Report. **This report is due November 15, 2015.**
- F. Funding of the service is dependent upon continued 21st Century Community Learning Center reimbursement.

III. REQUIREMENTS, STANDARDS, LICENSES

The Contractor agrees to comply with all federal, state, Agency, and local laws, regulations, ordinances, rules, and certifications as pertaining to the facilities, programs, and staff for which the Contractor is responsible during the term of this agreement. Failure to comply with the requirements, standards, and licenses may cause for cancellation of this agreement.

IV. DATA PRIVACY, SAFEGUARD OF CLIENT INFORMATION

- A. The Agency shall have access to the records of the Contractor, which are needed to perform tasks and services. Agency shall abide by the provisions of the Minnesota Government Data Privacy Act in dealing with any and all information and Contractor records, or in any other records made available.
- B. The use or disclosure by any party of information concerning an eligible client or family in violation of any rule of confidentiality provided for in the Laws of Minnesota, Chapter 13, or for any purpose not directly

connected with the Agency's or Contractor responsibility with respect to the purchased services hereunder is prohibited except on written consent of such eligible client or the client's responsible parent or guardian.

- C. If required under the HIPAA Privacy Standards, the Contractor provides assurances to the Agency that it will comply with Health Information Portability and Accountability Act (HIPAA) requirements necessary to protect Individual Identifying Health Information (IIHI). Use and disclosure will require that all IIHI be: appropriately safeguarded; any misuse of IIHI will be reported to the Agency; secure satisfactory assurances from any subcontractor; grant individuals access and ability to amend their IIHI; make available an accounting of disclosures; release applicable records to the Agency or Department of Human Services if requested; and upon termination, return or destroy all IIHI in accordance with conventional record destruction practices.

V. INDEMNITY AND INSURANCE CLAUSE

- A. The Contractor agrees that it will at all times, within the limits of liability provided herein, indemnify and hold harmless the Agency from any and all claims, demands, actions or causes of action, including reasonable attorney's fees and expenses arising out of any act or omission on the part of the Contractor, or its subcontractors, partners or independent contractors or any of their agents or employees in the performance of or with relation to any of the work or services to be performed or furnished by the Contractor or the subcontractors, partners, or independent contractors or any of their agents or employees under this agreement which may be claimed against the Contractor or the Agency:
1. by reason of any client suffering personal injury, death, or property loss or damage either while participating in or receiving from the Contractor any care, services or transportation to be furnished by the Contractor;
 2. by reason of any client causing injury to, or damage to, the person of or the property of another person during any time when the Contractor or its assigns, or employees thereof has provided the care, service or transportation to be furnished under this agreement;
 3. by reason of any acts or occurrences by or involving the Contractor, employees of the Contractor, or its independent contractor in providing care, services or transportation to be furnished under this agreement.
- B. The Agency agrees that it will at all times, within the limits of liability provided by Chapter 466 of Minnesota Statutes indemnify and hold harmless the Contractor from any and all claims, demands, actions or causes of action, including reasonable attorney's fees and expenses arising out of any act or omission on the part of the Agency, or its subcontractors, partners or independent contractors or any of their agents or employees in the performance of or with relation to any of the work or services to be performed or furnished by the Agency or the subcontractors, partners, or independent contractors or any of their agents or employees under this agreement which may be claimed against the Contractor or the Agency:
1. by reason of any client suffering personal injury, death, or property loss or damage either while participating in or receiving from the Agency any care, services or transportation to be furnished by the Agency;
 2. by reason of any client causing injury to, or damage to, the person of or the property of another person during any time when the Agency or its assigns, or employees thereof has provided any care, service or transportation to be furnished under this agreement;
 3. by reason of any acts or occurrences by or involving the Agency, employees of the Agency, or any independent contractor retained by the Agency other than the contractor that is party to this agreement, related to providing care, services or transportation to be furnished under this agreement.
- C. Risk Coverage: Each party shall procure and maintain during the life of the contract and until the contract has been fully completed, risk coverage that will protect it from claims set forth above which may arise out of or result from its operations under this contract, whether such operations be by the party or by anyone directly or indirectly employed by the party, or by anyone for whose acts the party may be liable. The parties shall require proof of such coverage from any independent contractors that may be utilized. The coverage shall include the following:

1. General Liability Coverage: Protecting from claims or damages for personal injuries, including accidental death, as well as for claims for property damage which may arise from operations under this Contract.

The minimum limits of liability shall be:

\$ 2,000,000.00 Aggregate
\$ 2,000,000.00 Products and Completed Operations Aggregate
\$ 1,500,000.00 Personal Injury & Advertising Injury
\$ 1,500,000.00 Each Occurrence
\$ 100,000.00 Fire Damage
\$ 5,000.00 Medical Expense

The policy shall be written on an occurrence basis, not a claims-made basis.

2. Worker's Compensation Coverage: For all employees providing care, services or transportation to be furnished under this agreement and, in case any work is sublet, the Subcontractor shall be required to provide Worker's Compensation coverage for all his/her/its employees. The policy shall include Employer's Liability coverage. The limits shall be the statutory amounts provided in applicable State and Federal laws.

Minimum limits shall be:

Bodily Injury by Accident:	\$500,000.00 each Accident
Bodily Injury by Disease:	\$500,000.00 each Employee
Bodily Injury by Disease:	\$500,000.00 Policy Limit

3. Automobile Liability Coverage:

The minimum limits of liability shall be:

Bodily Injury:	\$1,500,000.00 per person / \$1,500,000.00 per occurrence
Property Damage:	\$1,500,000.00 per occurrence, or
a Combined Single Limit:	\$1,500,000.00 per occurrence

Auto coverage should include: Any Auto, including Hired and Non-Owned.

The Agency shall provide the Contractor a Certificate of Insurance evidencing proof of insurance coverage before the work commences as required herein.

The Contractor shall list the Agency as an additional insured on its coverage and shall provide the Agency a Certificate of Insurance evidencing proof of insurance coverage before the work commences as required herein.

The Certificate of Insurance shall include a minimum 60 day written notice of intent to cancel, suspend or reduce coverage. The Contractor's liability insurance shall be placed with an insurer(s) with a current A.M. Best rating of no less than A.

VI. AUDIT AND RECORD DISCLOSURES

The Contractor must:

- A. Allow personnel of the Agency and/or the Minnesota Department of Education, access to the Agency's facility and records at reasonable hours to exercise their responsibility to monitor purchased services.
- B. Maintain all records pertaining to the contract at Contractor's location for seven years for audit purposes.

VII. CONDITIONS OF THE PARTIES' OBLIGATIONS

- A. It is understood and agreed that in the event the reimbursement to the Agency from state and federal sources is not obtained or continued at an aggregate level sufficient to allow for the contract of the indicated quantity of contracted services, the obligation of each party hereunder shall thereupon be terminated.
- B. This agreement may be canceled by either party at any time, with or without cause, upon 30 days' notice, in writing, delivered by mail or in person.

- C. Before the termination date specified previously in this agreement, the Agency may evaluate the performance of the Contractor in regard to the terms of this agreement to determine whether such performance merits renewal of this agreement.
- D. Any alterations, variations, modifications, or waivers of provisions of this agreement shall be valid only when they have been reduced to writing, duly signed, and attached to the original of this agreement.
- E. In the event that there is a revision of federal and/or state regulations which might make this agreement ineligible for federal and/or state financial participation, all parties will review the agreement and re-negotiate those items necessary to bring the agreement into compliance with the new federal and/or state regulations.

VIII. SUBCONTRACTING:

The Contractor shall not enter into subcontracts for any of the work contemplated under this agreement without written approval of the Agency. All subcontracts shall be subject to the requirements of this contract. The Contractor shall be responsible for the performance of any subcontractor.

IX. CONTRACTOR DEBARMENT, SUSPENSION AND RESPONSIBILITY CERTIFICATION

Federal Regulation 45 CFR 92.35 prohibits the State/Agency from purchasing goods or services with federal money from vendors who have been suspended or debarred by the federal government. Similarly, Minnesota Statutes, Section 16C.03, subd. 2 provides the Commissioner of Administration with the authority to debar and suspend vendors who seek to contract with the State/Agency. Vendors may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner. To avoid purchasing goods or services from debarred vendors, the Contractor will check the website www.epls.gov prior to receiving any goods or services from vendors. During the audit, the Contractor will be asked to confirm that the debarment status has been verified for all vendors.

By Signing This Contract, The Contractor Certifies That It And Its Principals* And Employees:

- A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state or local governmental department or agency; and
- B. Have not within a three-year period preceding this contract: 1) been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract; 2) violated any federal or state antitrust statutes; or 3) committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and
- C. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for: 1) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction; 2) violating any federal or state antitrust statutes; or 3) committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and
- D. Are not aware of any information and possess no knowledge that any subcontractor(s) that will perform work pursuant to this contract are in violation of any of the certifications set forth above.
- E. Shall immediately give written notice to the Agency's Director should the Contractor come under investigation for allegations of fraud or a criminal offense in connection with obtaining, or performing: a public (federal, state or local government) transaction; violating any federal or state antitrust statutes; or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.

* "Principals" for the purpose of this certification means officers; directors; owners; partners; and persons having primary management or supervisory responsibilities within a business entity (e.g. general manager; plant manager; head of a subsidiary, division, or business segment and similar positions).

To ensure compliance with this regulation, identification of excluded entities and individuals can be found on the Office of Inspector General (OIG) website at www.dhhs.gov/progorg/oig/ and www.epls.gov
If you do not have access to the website, and/or need the information in an alternative format, contact the Agency.

X. EQUAL EMPLOYMENT OPPORTUNITY AND CIVIL RIGHTS AND NONDISCRIMINATION

The Contractor agrees to comply with the Civil Rights Act of 1964, Title VII (42USC 2000e); including Executive Order No. 11246, and Title VI (42 USC 2000d); and the Rehabilitation Act of 1973, as amended by Section 504.

XI. ASSURANCES

The grantee (which refers to the applicant's status after it has been awarded grant funds) by signing the application which includes revised application or supplemental documents submitted to the state, agrees to comply with all applicable federal, state and local laws, ordinances, rules and regulations, public policies, assurances and provisions as stated and required in the regulations and policies governing the funding and herein in the performance of this award.

A. SURVIVAL OF TERMS

The following clauses survive the expiration or cancellation of this award: 4) State and Federal Audits; 5) Liability; 6) Ownership of Materials and Intellectual Property Rights; 7) Publicity; 8) Government Data Practices; 9) Data Disclosure; and 12) Governing Law, Jurisdiction and Venue.)

B. USE OF FUNDS

The use of funds shall be limited to that portion identified in the application materials and the attached application and by any applicable state or federal laws. Funds may not be used for gifts or novelty items (unless individually and specifically approved by the state) or for payments to vendors displaying exhibits for their exhibit costs. Funds may not be used to pay for or support other projects that are not identified in this application. Funds may not be used for the benefit of state employees, which includes, but is not limited to, reimbursement for any of their expenditures, including travel expenses, costs of registration fees for training sessions or educational courses presented or arranged, payments to state employees for presentations at workshops, seminars, etc., whether on state time, vacation time, leave of absence or any other non-work time.

1. The grantee, in the conduct of activities under this award, shall submit such reports as may be required by written instructions of the state within the times required by it. The state shall withhold funding if reporting requirements are not met in a completed, accurate and timely manner.
2. The grantee shall present reports to the Commissioner of the Department of Education (COMMISSIONER) or state's Authorized Representative. At the COMMISSIONER'S discretion, the reports may be presented at departmental, legislative, other state agency or public meetings where the grantee shall be available to explain the project and to respond to questions.
3. Reimbursement for travel and subsistence expenses actually and necessarily incurred by grantee in performance of this project will be paid provided that the grantee shall be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than in the current "Commissioner's Plan," promulgated by the Commissioner of Minnesota Management & Budget (MMB), and grantee will only be reimbursed for travel and subsistence outside the state of Minnesota if it has received prior written approval for such out-of-state travel from the state. Exceptions to these travel rates are those that may be negotiated with the University of Minnesota. The current Commissioner's Plan can be accessed at:
<http://www.mmd.admin.state.mn.us/commissionersplan.htm>

C. EQUIPMENT

Upon termination of the award, the state shall have the right to require transfer or return of any equipment purchased during the award grant period using these grant funds.

D. FINANCIAL AND ADMINISTRATIVE PROVISIONS

1. **ALLOWABILITY OF COSTS.** For federal funds, allowability of costs incurred under this award shall be determined in accordance with the procedures and principles given in the federal Office of Management and Budget (OMB) circulars, including, but not limited to, OMB A87, A-122 and A-21. For all funds, no claim for materials purchased in excess of budget categories or program services not specifically provided for in this award by the grantee will be allowed by the state unless approved in writing by the state. Such approval shall be considered to be a modification of the award. There may be additional limitations on allowable costs which shall be noted in the award. A grantee hosting a meeting or conference may not use grant funds to pay for food for attendees.
2. **RECORDS.** The grantee shall maintain books, records, documents and other evidence pertaining to the costs and expenses of implementing this application to the extent and in such detail as will accurately reflect all gross costs, direct and indirect, of labor materials, equipment, supplies, services and other costs and expenses of whatever nature. The grantee shall use generally accepted accounting principles. The grantee shall preserve all financial and cost reports, books of account and supporting documents and other data evidencing costs allowable and revenues and other applicable credits under this award which are in the possession of the grantee and relate to this award, for a period of no less than six years and the respective federal requirements where applicable.

All pertinent records and books of accounts related to this award and subsequent awards shall be preserved by the grantee for a period of six years subject to the following criteria:

- a) The six-year retention period shall commence from the date of submission of the final expenditure report.
 - b) If any litigation, claim or audit is started before the expiration of the six-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.
 - c) The grantee agrees to cooperate in any examination and audit under the provisions of this paragraph.
3. **EXAMINATION AND AUDIT OF ACCOUNTS AND RECORDS.** The state or its representative or the federal administering department (when applicable) shall have the right to examine books, records, documents and other evidence and accounting procedures and practices, sufficient to reflect properly all direct and indirect costs and the method of implementing the award. The Contractor shall make available at its office and at all reasonable times before and during the period of record retention, proper facilities for such examination and audit.
 4. **STATE AND FEDERAL AUDITS.** The books, records, documents and accounting procedures and practices of the Contractor shall be subject to examination by the state or federal auditors, as authorized by law. Minnesota Statutes, section 16C.05, subdivision 5, requires the state audit clause be in effect for a minimum of six years. Federal audits shall be governed by requirements of federal regulations.
 - a) If the grantee (in federal OMB Circular language known as “subrecipient”) receives federal assistance from the State of Minnesota, it will comply with the Single Audit Act of 1984 as amended and OMB Circular A-133, “Audits of States, Local Governments and Non-Profit Organizations” for audits of fiscal years beginning after June 30, 1996; or,

- b) The grantee will provide copies of the single audit reporting package (as defined in A-133 section 320(c)), financial statement audits, management letters and corrective action plans to the state, the Office of the State Auditor, Single Audit Division or Federal Audit Clearinghouse, in accordance with OMB A-133.

E. LIABILITY

Grantee agrees to indemnify and save and hold the state, its agents and employees harmless from any and all claims or causes of action, including all attorneys' fees incurred by the state arising from the performance of the award by grantees, agents or employees. This clause shall not be construed to bar any legal remedies grantee may have for the state's failure to fulfill its obligations pursuant to the award and subsequent awards.

F. OWNERSHIP OF MATERIALS AND INTELLECTUAL PROPERTY RIGHTS

1. INTELLECTUAL PROPERTY RIGHTS:

The state shall own all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks and service marks in the works and documents created and paid for under the award. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes and disks conceived, reduced to practice, created or originated by the grantee, its employees, agents and subcontractors, either individually or jointly with others in the performance of this award. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks or other materials, whether in tangible or electronic forms, prepared by the grantee, its employees, agents or subcontractors in the performance of this award. The documents will be the exclusive property of the state and all such documents must be immediately returned to the state by the grantee upon completion or cancellation of the award. To the extent possible, those works eligible for copyright protection under the United State Copyright Act will be deemed to be "works for hire." The grantee assigns all right, title and interest it may have in the works and the documents to the state. The grantee, at the request of the state, shall execute all papers and perform all other acts necessary to transfer or record the state's ownership interest in the works and documents.

2. OBLIGATIONS:

- a) Notification: Whenever any invention, improvement or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the grantee, including its employees and subcontractors, in the performance of the award, the grantee will immediately give the state's authorized representative written notice thereof, and must promptly furnish the authorized representative with complete information and/or disclosure thereon.
- b) Representation: The grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the works and documents are the sole property of the state, and that neither the grantee nor its employees, agents, or subcontractors retain any interest in and to the works and documents. The grantee represents and warrants that the works and documents do not and will not infringe upon any intellectual property of other persons or entities. Notwithstanding Liability Clause 5, the grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the state, at the grantee's expense, from any action or claim brought against the state to the extent that it is based on a claim that all or part of the works or documents infringe upon the intellectual property rights of others. The grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the grantee's or the state's opinion is likely to arise, the grantee, must at the state's discretion, either procure for the state the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing works or documents as necessary and appropriate to obviate the infringement claim. This remedy of the state will be in addition and not exclusive of other remedies provided by law.

G. PUBLICITY

Any publicity given to the project publications or services provided resulting from the award, including, but not limited to, notices, informational pamphlets, press releases, research, reports, signs and similar public notices prepared for the grantee or its employees individually or jointly with others or any subawardees, shall identify the state as the sponsoring agency and identify the source of funding. The publicity described may only be released with the prior approval of the state's authorized representative. The applicant/awardee must not claim that the state or the federal Department of Education endorses its products or services. See the sample statement below for citing the funding source:

This initiative is made possible (or is funded in part) with a grant from the Minnesota Department of Education using federal funding, CFDA 84.287c, 21st Century Community Learning Centers.

H. GOVERNMENT DATA PRACTICES

The grantee and the state must comply with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, as it applies to all data provided by the state under the award, and as it applies to all data created, collected, received, stored, used, maintained or disseminated by the grantee under the award. The civil remedies of Minnesota Statutes, section 13.08 apply to the release of the data referred to in this paragraph by either the grantee or the state.

If the grantee receives a request to release the data referred to in this paragraph, the grantee must immediately notify the state. The state will give the grantee instructions concerning the release of the data to the requesting party before the data is released.

I. DATA DISCLOSURE

Under Minnesota Statutes, section 270C.65, and other applicable laws, the grantee consents to disclosure of its SWIFT Vendor ID Number, Social Security number, DUNS number, federal employer tax identification number and/or Minnesota tax identification number, already provided to the state, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the grantee to file state tax returns and pay delinquent state tax liabilities, if any.

J. WORKERS' COMPENSATION

Grantee certifies that it is in compliance with Minnesota Statutes, section 176.181, subdivision 2, pertaining to workers' compensation insurance coverage. The grantee's employees and agents will not be considered state employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the state's obligation or responsibility. (Exemption/Waiver as allowed under law.)

K. ANTITRUST

Grantee hereby assigns to the State of Minnesota any and all claims for overcharges as to goods and/or services provided in connection with the award resulting from antitrust violations which arise under the antitrust laws of the United States and the antitrust laws of the state of Minnesota.

L. GOVERNING LAW, JURISDICTION AND VENUE

Minnesota law, without regard to its choice-of-law and provisions, governs the award. Venue for all legal proceedings arising out of the award, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

M. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for organizations granted an award over \$100,000, as defined at 34 CFR Part 82, Sections 82.100, 82.105 and 82.110, the grantee when signing the application, certifies that:

1. No federally appropriated funds have been paid or will be paid, by or on behalf of organization, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal award, and the extension, continuation, renewal, amendment or modification of any federal award.
2. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal award, the grantee shall complete and submit a Standard Form – LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.
3. The grantee shall require that the language herein shall be included in any award documents for all subawards at all tiers (including subgrants, contracts under award, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

N. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110—

1. The Contractor certifies by signing this application that it and its principals* and employees:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by and federal department or agency;
 - b) Have not within a three-year period preceding this application or award been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (2)(b) of this certification; and,
 - d) Have not within a three-year period preceding this application had one or more public transaction (federal, state or local) terminated for cause or default.

* “Principals” for the purpose of this certification means officers; directors; owners; partners; and persons having primary management or supervisory responsibilities within a business entity (e.g. general manager; plant manager; head of a subsidiary, division, or business segment and similar positions).

Directions for On Line Access to Excluded Providers

To ensure compliance with this regulation, identification of excluded entities and individuals can be found on the Office of Inspector General (OIG) website at www.dhhs.gov/progorg/oig/ and www.epls.gov

If you do not have access to the website, and/or need the information in an alternative format, contact the Agency.

O. DRUG-FREE WORKPLACE (Awardees Other Than Individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 84, Subpart B, for recipients other than individuals, as defined at 34 CFR Part B, Sections 84.200, 84.205, 84.210, 84.215, 84.220, 84.225 and 84.230 –

1. The grantee certifies by signing this application that it will continue to provide a drug-free workplace by:
 - a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - b) Establishing an on-going drug-free awareness program to inform employees about:
 - (i) The dangers of drug abuse in the workplace;
 - (ii) The grantee's policy of maintaining a drug-free workplace;
 - (iii) Any available drug counseling, rehabilitation and employee assistance programs; and;
 - (iv) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (1);
 - d) Notifying the employee in the statement required by paragraph (1) that, as a condition of employment under the award, the employee will:
 - (i) Abide by the terms of the statement; and,
 - (ii) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (4)(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, Grants Policy and Oversight Staff, U.S. Department of Education, 400 Maryland Avenue, S.W. (Room 3652, GSA Regional Office Building No. 3), Washington, DC 20202-4248. Notice shall include the identification number(s) of each affected award;
 - f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (4)(b), with respect to any employee who is so convicted:
 - (i) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or,
 - (ii) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement or other appropriate agency;
 - g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs (1), (2), (3), (4), (5) and (6).

P. TRANSFERABILITY

The Contractor shall not transfer or assign to any party or parties any right(s), obligation(s), or claim(s) under the award without the prior written consent. It is understood, however, that grantee remains solely responsible to the state for providing the products and services described.

Q. TIME

The Contractor must comply with all the time requirements described in the application and award. In the

performance of this award, time is of the essence.

R. OTHER PROVISIONS be it understood:

1. The signature certifies that as the Contractor your organization shall/will in the performance of the grant opportunity comply with all applicable federal, state and local laws, ordinances, rules and regulations, public policies and the provisions stated in all applicable assurance(s). As applicable to the grantee, this includes the Civil Rights Act of 1964 and amendments thereto, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act and the Age Discrimination Act. Applicants must also ensure that in the design of their projects, applicants for federal funds address equity concerns that might affect the beneficiaries of their project in achieving high standards. This provision falls under Section 427 of the General Education Provisions Act (GEPA).
2. The Contractor understands that no work should begin and no pre-award costs would be covered under this award until **all** required signatures have been obtained; an Official Grant Award Notification has been issued or other award documentation, and the grantee is notified to begin work by the state's grant program authorized representative or their designee. If an exception to this is determined necessary by MDE, the grantee would be informed in writing or email by the state's grant program authorized representative or designee.
3. Grant funds shall not be used to supplant salaries and wages normally budgeted for an employee of the applicant/agency. Total time for each staff position paid through various funding streams financed in part or whole with grant funds shall not exceed one Full Time Equivalent (FTE) except in certain situations. The grantee may allow staff to work on extended day assignments such as after school programs, special education services or other projects, if necessary, or allowable under funding. The grantee must be prepared to disclose all required supporting documentation for salaries paid for their employees.
4. As an applicant, you are not delinquent on the repayment of any federal debt or if delinquent you have made arrangements for repayment of debt.
5. The applicant's Project Contact Representative will be named on the OGAN or other award information. If the Project Contact Representative changes at any time during the grant award period, the applicant/grantee must immediately notify the state.
6. The state's grant program authorized representative, or his/her successor, named on the OGAN, or other award information, has the responsibility to monitor the grantee's performance and has the authority to accept the services provided under the grant award opportunity.
7. Any amendment to an award must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant award, or their successors in office.
8. An award may be cancelled by the state or grantee at any time, with or without cause, upon thirty (30) days' written notice to the other party. In the event of such a cancellation, grantee shall be entitled to payment, determined on a pro-rata basis, for work or services performed to the state's satisfaction. It is expressly understood and agreed that in the event the reimbursement to the state from Federal sources or appropriations by the Minnesota Legislature are not obtained and continued at an aggregate level sufficient to allow for the grantee's project to continue operating, the grant shall immediately be terminated upon written notice by the state to the grantee. In the event of such termination, grantee shall be entitled to payment determined on a pro-rata basis, for services performed and liabilities already accrued prior to such termination.
9. The state may cancel an award immediately if the state finds that there has been a failure to comply with

the provisions of an award, that reasonable progress has not been made or that the purposes for which the funds were awarded/granted have not been or will not be fulfilled. The state may take action to protect the interests of the state of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

10. When a grant includes the production of a report or other publication and this publication may be posted on the MDE Website, that document must adhere to all MDE Communication's policies, available upon request from the Communication's Division.
11. The grantee assures that if the award involves federal funding the reimbursement of expenditures is in compliance with all grant program provisions, relevant provisions of the Cash Management Improvement Act of 1990 (Public Law 101-453) as amended by the CMIA of 1992 (Public Law 102-589), codified at 31 U.S.C. 6501 and 31 U.S.C. 6503; Office of Management and Budget (OMB) Circulars A-87, Cost Principles for State, Local and Tribal Government; A-133 the Compliance Supplement; Education Department General Administrative Regulations, 34 CFR Parts 74, 75, 76, 77, 79, 80, 81, 82, 84, 86, 97, 98, 99; or other applicable code of federal regulations applicable to this federal reimbursement request.
12. Each grantee or subgrantee awarded funds made available under the federal Recovery Act shall promptly refer to an appropriate inspector general any credible evidence that a principle, employee, agent, contractor, sub-grantee, subcontractor, or other person has submitted a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving those funds. Call 1/800-MISUSED or OIG.HOTLINE@ed.gov.
13. Grantee if a political subdivision of the state and funded with federal dollars, will assure that CFR Title 34, Section 74.16, Resource Conservation and Recovery Act will be considered in all procurement transactions.
14. The policy of the **School District** establishes, as required by Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," prohibition of text messaging or making use of electronic mail functions by employees when driving a School District owned, leased or rented vehicles, when driving privately owned vehicles on official School District business or when using electronic equipment supplied by the School District while driving. This prohibition includes the time waiting for a traffic signal to change.

It is the **School District** policy to:

15. Ban any and all text messaging by all School District employees and encourage contractors to adopt policies that ban text messaging
 - a) when driving a School District vehicle;
 - b) when driving a personally-owned vehicle while on official School District business; and
 - c) using electronic equipment supplied by School District when driving any vehicle (even during off-duty hours);
 - d) Take appropriate disciplinary action for violation of this mandatory ban on texting, up to and including removal from employment; and
 - e) Encourage School District employees and contractors and their families to refrain from texting, or from engaging in any behavior that distracts attention from driving safely, at any time.
16. In accordance with the Minnesota Office of Grants management Policy 08-01, the grantee will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or present the appearance of personal or organizational conflicts of interest, or personal gain.
17. Grantee and their subrecipients of federal grant funds will adopt the requirements in the Code of Federal Regulations at, CFR 175.15 (b) pertaining to Trafficking in Persons. These requirements are incorporated into this grant award. A grant may be terminated for any violation of these provisions by the grantee, its

employees or its subrecipients.

18. This document assures that the **School District** has policies that comply with section 3060 of the Clean Air Act, section 508 of the Clean Water Act and the Executive Order (EO) 13513 as it relates to text messaging while driving as noted below.

The policy of the School District establishes compliance with Section 306 of the Clean Air Act and Section 508 of the Clean Water Act (40 CFR 15):

- a) Any facility to be utilized in the performance of business operations by the School District or any subcontractor shall not be a facility listed on the EPA List of Violating Facilities pursuant to 40 CFR 15.20.
 - b) School District will comply with all requirements of Section 306 of the Clean Air Act, as amended, and Section 508 of the Clean Water Act, as amended, and all regulations and guidelines issued thereunder.
 - c) School District will promptly notify the Department of Environmental Quality of any notification received from the Director of the Office of Federal Activities, EPA, indicating that a facility utilized or to be utilized by the School District is under consideration to be listed on the EPA List of Violating Facilities.
19. If the initiative is federally funded with an award from the federal Office of Education, grantees must follow the federal regulations under 34 CFR as applicable and the applicable federal Office of Management and Budget Circulars as applicable to their entity.
 20. The grantee shall comply with any and all provision of the Family Educational Rights and Privacy Act of 1974, (FERPA).
 21. The commissioner or chief administrator officer of each state agency or community-based public agency or nonprofit corporation that contracts with the state agency to carry out obligations of the state agency shall provide voter registration services for employees and the public. Refer to Minnesota Statute 201.162, Duties of State Agencies for the complete statute.
 22. Grant Program Specific Assurances
The Contractor assures and certifies compliance with Federal and State Regulations and Certifications governing Title IV Part B. 21st Century Community Learning Centers:
 - a) Grant activities described will primarily serve students and/or their families attending schools with at least 40% of the student body eligible for free and reduced lunch.
 - b) The project plan provides a comprehensive, coordinated array of high-quality, age-appropriate before- and after-school opportunities throughout the calendar year.
 - c) The Contractor will ensure equitable participation of nonpublic school participants if those students are part of the target population. The Contractor will consult with officials of nonpublic schools in a meaningful and timely manner; and provide nonpublic participants genuine access to equitable services.
 - d) The programs will take place in a safe and easily-accessible facility.
 - e) The project will comply with state and federal regulations relating to the transporting of center participants.
 - f) The community was given notice of the applicant's intent to submit an application, and after the submission, the applicant will provide for public availability and review of the application.
 - g) The programs were developed and will be carried out in *active* collaboration by eligible schools, parents, and other entities such as community-based organizations, including faith-based organizations, institutions of higher education, or a consortium of such entities.
 - h) The programs as based on sound principles of effectiveness which include:

- (i) an assessment of objective data regarding the need for before and after school programs (including during summer or other periods when school is not in session) and activities in the schools and communities;
 - (ii) an established set of performance measures aimed at ensuring quality academic enrichment opportunities;
 - (iii) if appropriate, be based upon scientifically based research that provides evidence that the program activities will help students meet state and local student academic achievement standards; and periodic evaluation of the results used to improve the programs and activities.
23. If the state fails to enforce any provision of an award, that failure does not waive the provision or its right to enforce it.
24. Once awarded, the grantee will be **required** to comply and submit interim expenditure and progress reports, as well as a final expense and progress report by the timeframe/date and in the form and manner indicated.

XII. FAIR HEARING AND GRIEVANCE PROCEDURES:

The Contractor agrees to provide for a fair hearing and grievance procedure in conformance with Minnesota Statutes, section 256.045, and in conjunction with fair hearing and grievance procedures established by Department of Human Services administrative rules.

XIII. NONCOMPLIANCE:

- A. If the Contractor fails to comply with the provisions of this contract, the Agency may seek any available legal remedy.
- B. Either party must notify the other party within 30 days when a party has reasonable grounds to believe that this contract has been or will be breached in a material manner. The party receiving such notification must have 30 days, or any other such period of time as mutually agreed to by the parties, to cure the breach or anticipatory breach.

XIV. ENTIRE AGREEMENT:

It is understood and agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the Agency and the Contractor relating to the subject matter hereof.

The person(s) executing this agreement on behalf of the Contractor is its Superintendent, and does so on behalf of the Contractor, and represents that the person(s) executing the agreement does so with the full legal authority of the Contractor.

IN WITNESS WHEREOF, the Contractor and the Agency have executed this agreement as of the day and year first above written.

Dated: _____

Deborah Sheehan, Director, PACT for Families Collaborative (Agency)

Dated: 8/18/15



Dr. Rick Clark, Superintendent, Yellow Medicine East (Contractor)

21ST CENTURY COMMUNITY LEARNING CENTERS – COHORT 5 GRANT

Extension grant requirements for school year hours of service-420 hours (June1- May 31)

Program year			OST Hours required by MDE/school ¹	Due Dates	
Start School Year	End School Year	Quarterly Fiscal Reports		Program Progress Reports	
1	August 1, 2015	May 31,2016	350 <i>Contract Total: \$44,545</i>	9/15/15 12/15/16 3/15/16 6/15/16	9/15/15 12/15/16 3/15/16 6/15/16
2	June 1, 2016	May 31, 2017	420 <i>Contract Total: \$53,488</i>	9/15/16 12/15/17 3/15/17 6/15/17	9/15/16 12/15/17 3/15/17 6/15/17
	June 1, 2017	July 31, 2015	70 <i>Contract Total: \$8,943</i>	8/15/17	8/15/17

¹= the required hours of school year based programming per year is 420.

School Year Based Programming = June 1st to May 31st with at least four weeks of programming during the summer months (June – August). Per email from MDE Program Specialist received February 13, 2013.

See reverse for breakdown of budget line items. These numbers are basis and with PACT approval, can be adjusted per Center based on program needs.

August 1, 2015 to May 31, 2016 (10-months)

	<i>Program</i>	<i>Reserve Fund Project</i>	Total
Site Coordinator	\$9,996		\$9,996
Teacher (Prep & Program)	\$11,050		\$11,050
Paraprofessionals (Program)	\$6,512		\$6,512
Bussing to/from afterschool & summer programs	\$7,759		\$7,759
Field Trip Expenses (admissions/supplies)	\$2,940		\$2,940
Non-Instructional Supplies/Materials	\$2,368		\$2,368
Instructional Supplies/Materials	\$3,920		\$3,920
	44,545	\$-0-	\$44,545

June 1, 2016 to May 31, 2017 (12-months)

	<i>Program</i>	<i>Reserve Fund Project</i>	Total
Site Coordinator	\$12,005		\$12,005
Teacher (Prep & Program)	\$13,279		\$13,279
Paraprofessionals (Program)	\$7,820		\$7,820
Bussing to/from afterschool & summer programs	\$9,310		\$9,310
Field Trip Expenses (admissions/supplies)	\$3,528		\$3,528
Non-Instructional Supplies/Materials	\$2,842		\$2,842
Instructional Supplies/Materials	\$4,704		\$4,704
	\$53,488	\$-0-	\$53,488

June 1, 2017 to July 31, 2017 (2-months)

	<i>Program</i>	<i>Reserve Fund Project</i>	Total
Site Coordinator	\$2,009		\$2,009
Teacher (Prep & Program)	\$2,156		\$2,156
Paraprofessionals (Program)	\$1,293		\$1,293
Bussing to/from afterschool & summer programs	\$1,551		\$1,551
Field Trip Expenses (admissions/supplies)	\$588		\$588
Non-Instructional Supplies/Materials	\$711		\$711
Instructional Supplies/Materials	\$635		\$635
	\$8,943	\$-0-	\$8,943

School District Centers may, **without prior approval, adjust dollars between budget line items in amounts not to exceed 15% of the line item.**

ISD 2190 - BOARD OF DIRECTORS'
AGENDA ANALYSIS

AGENDA ITEM 6.1.8

MEETING DATE September 14, 2015

SUBJECT Approve ECFE and Early Readiness Report

BOARD ACTION Required x

SCHEDULED REPORT

INFORMATION Supplied or presented

BACKGROUND/RATIONALE:

These reports are due annually and have been submitted to MDE in July.

PRESENTER(S):

COMMITTEE:

EXECUTIVE DIRECTOR'S RECOMMENDATION:

Recommend support.

ISD 2190 - BOARD OF DIRECTORS'
AGENDA ANALYSIS

AGENDA ITEM 6.1.9
MEETING DATE September 14, 2015
SUBJECT Canvass Date – November 6, 2015

BOARD ACTION Required x
SCHEDULED REPORT _____
INFORMATION Supplied or presented _____

BACKGROUND/RATIONALE:

The district is required to meet and Canvass and approve the election results of November 3, 2015.

MS 205A.10

Subd. 3. **Canvass of returns, certificate of election, ballots, disposition.**

Between the third and tenth days after a school district election other than a recount of a special election conducted under section 126C.17, subdivision 9, or 475.59, the school board shall canvass the returns and declare the results of the election

The first possible date for Canvass and declaration of results is Friday, November 6, 2015. It is recommended the board hold a special meeting for the purpose of Canvass and Declaration of election results.

PRESENTER(S):

COMMITTEE:

EXECUTIVE DIRECTOR'S RECOMMENDATION:

Recommend Friday, November 6 but no later than Monday, November 9. Time to be set be ability set a quarum.

ISD 2190 - BOARD OF DIRECTORS'
AGENDA ANALYSIS

AGENDA ITEM 10.5

MEETING DATE September 14, 2015

SUBJECT Reinstatement of Media Paraprofessional Position

BOARD ACTION Required x

SCHEDULED REPORT

INFORMATION Supplied or presented

BACKGROUND/RATIONALE:

The board approved the budget on June 8, 2015 with the position of Media Paraprofessional included. There has been some discussion about whether this position has been formally adopted. This action will rectify that confusion.

PRESENTER(S):

COMMITTEE: Finance Committee

EXECUTIVE DIRECTOR'S RECOMMENDATION:

Recommend Support

Education Corner

The first day of school has passed! Staff and administrators met many smiling faces, even some smiling students, as parents and guardians brought this year's YME students back to school. We want to give a special hello to the Kindergarten class, the Class of 2028!

We are pleased and proud that you have chosen to send your students to Yellow Medicine East. My belief is that the students who come to YME are the reason that I am employed. I do not believe in the "students are lucky to have me work here." The difference in the two beliefs is the student comes first, not me!

We will work hard to win the hearts of your children and to assist them in their learning! Our focus is on people and we believe that "All students are entitled to learn and all teachers are entitled to teach." That means our focus is on instruction of students while maintaining order and discipline within the classrooms and hallways of YME Schools. Our expectations are based on respect for self, others and property. In order to accomplish these tasks the board of education policies, state and federal laws and common sense will guide us.

The first major activity of the school year, for the board of education and myself, will be the informational campaign that will get you involved with the referendum being held on Tuesday, November 3, 2015. This election, if successful, will repeal the last year of the current levy (\$868.79 per adjusted pupil unit) and replace the levy with a new 10-year levy for \$300 additional per adjusted pupil unit (\$1,168.79). There will be public meetings scheduled between now and the election date of November 3rd.

The election is scheduled in an off year, that is, no state or federal election is scheduled. Therefore, the election is a stand-alone election for the residents of the Yellow Medicine School District. Since there are no other elections the board of education has determined to hold the election in a single polling location. That location is the Kilowatt Community Center, 600 Kilowatt Drive, Granite Falls, and the hours of election will be from 8:00 am to 8:00 pm. To further assist voters there will be a shuttle service from several locations throughout the district on Election Day. We want all voters to get out and cast their ballot on November 3rd.

If the location or the hours or the date of the election do not allow you to cast your vote please contact the Yellow Medicine County Property and Public Services Office at 180 8th Ave, Granite Falls, MN 56241, Phone: 320-564-3132. The officials will provide you with information and instructions on how to vote by absentee ballot.

Please check the YME website (www.isd2190.org) under Referendum Information for additional facts and updates. Items posted will be an informational PowerPoint presentation, a Question & Answer section and a tax impact calculator. If you would like to schedule a presentation for your group or organization please call 320-564-4081, Ext. 106 and schedule a time with Denise Streich, Administrative Assistant. I can also be reached via email at rclark@isd2190.org

Thank you for your support of Yellow Medicine East students and schools!

Minnesota Department of
Education

Section 504

Section 504 of the Rehabilitation Act of 1973 (34 C.F.R. Part 104) is a federal civil rights statute that assures individuals will not be discriminated against based on their disability. All school districts that receive federal funding are responsible for the implementation of this law. This law protects a student with an impairment that substantially limits one or more major life activities, whether the student receives special education services or not.

Examples of physical or mental impairments that may be covered under Section 504 include: epilepsy, AIDS, allergies, vision impairment, broken limbs, cancer, diabetes, asthma, temporary condition due to accidents or illness, ADD/ADHD, learning disabilities, autism, depression, intellectual disability, traumatic brain injury, and post-traumatic stress disorder.

Examples of major life activities that can be affected by the student's disability include: learning, thinking, concentrating, reading, speaking, walking, breathing, sleeping, caring for oneself, as well as major bodily functions, including brain function, immune system function, or digestive functions. This is not an exhaustive list.

The U.S. Department of Education, Office for Civil Rights (OCR) administers Section 504. The Minnesota Department of Education (MDE) has no enforcement authority for this law. In addition to complaints of discrimination based on disability, you may file complaints with OCR regarding discrimination based on race, sex, age, or national origin in education institutions. You must file a complaint within 180 days of the date the discrimination occurred. Although it is not necessary to file a complaint with the school district before filing it with OCR, you may file complaints with both the school district and OCR.

To help you understand Section 504 rights and responsibilities, see our list of Related Resources.

OCR Region Office for Minnesota:

U.S. Department of Education
 500 W. Madison Street, Suite 1475
 Chicago, IL 60661
 Telephone: 312-730-1560
 Fax: 312-730-1576

- [Model Form: Section 504 Student Referral Form - 2/2/15](#)
- [Model Form: Parental Consent to Initial 504 Evaluation and Notice of Procedural Safeguards Form - 2/2/15](#)
- [Model Form: Verification of Consent Form - 2/2/15](#)
- [Model Form: Acknowledgement of Receipt of Notice of Procedural Safeguards Form - 2/2/15](#)
- [Model Form: Notice of Procedural Safeguards Form \(Section 504\) - 2/2/15](#)
- [Model Form: Confirmation of Plan to Attend Section 504 Committee Meeting Form - 2/2/15](#)
- [Model Form: Section 504 Student Checklist Form - 2/2/15](#)
- [Model Form: Notice of Section 504 Committee Meeting Form - 2/2/15](#)
- [Compliance Manual for Section 504 of the Rehabilitation Act of 1973 - 11/4/14](#)

The Minnesota Department of Education, Division of Compliance and Monitoring, has developed this manual to provide technical assistance to districts and parents pertaining to students with

**Yellow Medicine East School District #2190
Job Description**

Job Title: 504 Coordinator	Date: 12-03-07
Department/Building: Yellow Medicine East High School	New Position: _____ Revision: <u> x </u>
Approval(s):	
Immediate Supervisors Title: Principals	Written by: MMR Consultant

A. Position Purpose/Basic Function:

To provide guidance and coordination for the programs of all 504 eligible students in the Yellow Medicine East High School

B. Major Accountabilities/Duties:

- 65% - Guide the development, implementation, and evaluation of all 504 high school students' programs
- 10% - Develop and coordinate the eligibility and procedural materials for the 504 program
- 10% - Attend and guide planning meetings for developing high school students' 504 plans
- 5% - Coordinate 504 meeting schedules with parents and teachers
- 5% - Create awareness of 504 program options that meet the needs of eligible high school students, which are in compliance with federal requirements
- 5% - Ensure compliance with 504 regulation requirements

Other accountabilities for specific jobs:

Coordinating and communicating with other special needs department staff such as Special Education, ESL and Title 1

C. Authority/Decisions/Accountability:

The 504 Coordinator will use experience, best practice research, and past practice along with the interpretation of district policy and procedure, state and federal laws and rules in making recommendations, problem solving, and conflict resolution. Issues that set a precedent or are sensitive are referred to the high school principal.

D. Quantitative Data:

Number of Employees Supervised: Full Time <u> 0 </u> Part-time <u> 0 </u>	Other Relevant Statistics: N.A.
Annual Payroll: N.A.	Annual Operating Budget: N.A.

E. Contacts:

1. Within the District:

- Principals
- Special Education staff
- Teachers (Classroom, Title 1 and ESL)
- Parents

2. Outside the District:

- Other school districts (504 Coordinators)
- Community groups and organizations
- Minnesota Department of Education

F. Working Conditions:

- Flexible work schedule
- Regular School Building environment

G. Equipment Operation:

- Computers
- Printer
- Copy machine
- Fax machine
- Telephone/Cell Phone and voice mail

H. Qualifications:

1. Knowledge, skills and abilities:

- Interpersonal skills using tact, patience, and courtesy
- Skills in conflict management and problem solving
- Strong organizational skills
- Ability to work as a member of a team
- Ability to work independently with minimal supervision
- Ability to work a flexible schedule
- Ability to maintain confidentiality
- Knowledge of child development and educational philosophy and methodology
- Knowledge of the school district curriculum

- Knowledge of Federal 504 Regulation requirements
- Knowledge of best practices in 504 program strategies

2. Education, training, experience:

- High School Diploma - Required
- B.A or B.S. Degree in Education – Preferred
- Licensed as an Elementary and/or Secondary Education Teacher – Preferred
- Three years of Classroom Teaching Experience - Preferred

Yellow Medicine East = Inspiring Greatness . . .

Mission Statement

The mission of the Yellow Medicine East Schools is to provide a caring, environment of high expectations that prepares every student for a successful future and instills the value of learning.

Belief Statements: The Yellow Medicine East Schools commits itself to the following beliefs and values . . .

- Students are our most important priority.
- Every student deserves to be safe, seen, and heard.
- Students have different skills and learn in different ways.
- Every student deserves a personalized quality education.
- Diversity enriches our lives.
- A student’s education is the shared responsibility of the student, family, school, and community.

Vision Statement

The vision of the Yellow Medicine East Schools is to be a place that inspires students to achieve their fullest potential.

Environmental Scan: Strengths, Weaknesses, Opportunities, and Threats (S.W.O.T.)

Student Achievement

<p align="center">Strengths</p> <ul style="list-style-type: none"> • Caring staff • Increased morale • Test scores are improving • Variety and high quality electives • Post Secondary Education Options (PSEO) classes • Students have a connection with all staff • Technology • Narrowing initiatives (focus) 	<p align="center">Weaknesses</p> <ul style="list-style-type: none"> • Low test scores and learning gap that exists • Concern about cheating • Group work too much so some kids slide by • Lack of accountability • “Good enough” attitude – status quo • Turnovers of administration • Technology used inappropriately
<p align="center">Opportunities</p> <ul style="list-style-type: none"> • Career readiness programs • Summer school • Kindergarten camp • BUZZ club • The Academy • EXCEL program 	<p align="center">Threats</p> <ul style="list-style-type: none"> • Limited funds • Declining parental stability and involvement • Pressure to meet the standards

Student Support

Strengths	Weaknesses
------------------	-------------------

<ul style="list-style-type: none"> • School pride • Social workers • Breakfast • Integration program • ECFE • Variety extracurricular • MN West in town 	<ul style="list-style-type: none"> • Bullying • Inconsistent treatment of students • Gifted and Talented • Does every student have a caring adult? • Test scores low • School pride
<p style="text-align: center;">Opportunities</p> <ul style="list-style-type: none"> • Diversity • Ways to work with MN West • KCC • H.S. helpers • Volunteers time 	<p style="text-align: center;">Threats</p> <ul style="list-style-type: none"> • Open enrollment out of district • Charter schools • Lack of unity among communities in district • Funding

Personnel/Technology

<p style="text-align: center;">Strengths</p> <p>Personnel</p> <ul style="list-style-type: none"> • Dedicated staff • Advanced degrees <p>Technology</p> <ul style="list-style-type: none"> • Technology coordinator 	<p style="text-align: center;">Weaknesses</p> <p>Personnel</p> <ul style="list-style-type: none"> • Funding • Difficult to retain (esp. H.S.) <p>Technology</p> <ul style="list-style-type: none"> • State funding • Hardware • Outdated wiring (Elem.)
<p style="text-align: center;">Opportunities</p> <p>Personnel</p> <ul style="list-style-type: none"> • Retain staff via community support and activities <p>Technology</p> <ul style="list-style-type: none"> • Room for expansion • Staff want to do more 	<p style="text-align: center;">Threats</p> <p>Overall</p> <ul style="list-style-type: none"> • 2 charter schools in the district

Finance/Building and Grounds

<p style="text-align: center;">Strengths</p> <ul style="list-style-type: none"> • Positive fund balance • Old building with character • Updated track 	<p style="text-align: center;">Weaknesses</p> <ul style="list-style-type: none"> • Old building -- outdated • Limited funds, lack of – can't support programs • Lack of athletic facilities, practice space
<p style="text-align: center;">Opportunities</p> <ul style="list-style-type: none"> • November 3 • KCC • Greenhouse – Bush grant 	<p style="text-align: center;">Threats</p> <ul style="list-style-type: none"> • Unfunded mandates • Rising sp. ed. Costs • Legislative decisions • Open/declining enrollments

Communications/Community Relations

<p align="center">Strengths</p> <ul style="list-style-type: none"> • Community support/tax base • Local newspaper columns • Elective options at M.S./H.S. 	<p align="center">Weaknesses</p> <ul style="list-style-type: none"> • Don't brag enough – tell our own story • Rumors/misinformation – student/adult perception • Who we “usta” be • Open enrollment “out”
<p align="center">Opportunities</p> <ul style="list-style-type: none"> • District newsletters to all residents in tax base – brag – share the “good stuff” • Contact/solicit open enrolled kids to come back or come • Staff development with charter schools 	<p align="center">Threats</p> <ul style="list-style-type: none"> • Ag-based community affected by climate and good years • Diverse community • Negative perceptions in community – we don't control our message – manage our message

Draft: Yellow Medicine East Schools School District Goals and Objectives		
Provide Student Support		
Goal	Objectives	Notes
Develop programs that encourage students and adults in achieving life-long successes.	By _____, 2015, develop and implement a plan to promote deeper relationships through advisor programs by ensuring ongoing personal communications between students and staff.	
	By _____, 2015, investigate and develop curriculum designed to embed the state academic standards and to close the achievement gap.	
Improve Student Achievement		
Goal	Objectives	Notes
Ensure that all students will meet or exceed proficiency standards in all areas as measured by the MCAs.	District-wide, the ‘All Students’ group will realize an upward trend over the next __ years generating a proficiency rate increase of _% to _% in Mathematics* and Reading*, as measured by Minnesota’s approved assessments.	
	District-wide**, all identified student subgroups will realize an upward trend over the next __ years resulting in a	

	proficiency rate increase of _% to _% in Mathematics* and Reading*, as measured by Minnesota’s approved assessments.	
	By __, 201__, generate K-12 curriculum maps in core subject areas and post the maps in school publications.	
	By __, 201__, promote and increase parental involvement to achieve 100% parent teacher conference participation, such as face-to-face, phone call, email, etc., documented by teachers.	
	By __, 2015, develop and implement a plan to monitor student attendance and schoolwork completion of at-risk students on a weekly schedule and communicate with parents area(s) of concern.	

Long-term Retention of Quality Staff

Goal	Objectives	Notes
Option 1 Provide a mentorship program for all teachers new to the school district designed to retain 75% of new staff for more than 5 years. Or Option 2 Strive for long-term retention and improvement of quality staff to develop better continuity for students and community.	By the 2016-2017 school year, develop and implement a mentorship program.	
	By __, 201__, complete a review of the school district’s internal resources and prioritize any identified needs relative to collaborative opportunities and partnerships with regional experts.*	
	By __, 201__, develop and implement a system to gather, monitor, and analyze information relative to staff job satisfaction.	

Financial Stability

Goal	Objectives	Notes
Develop a five year plan designed to guarantee financial stability that includes approval of a November 3, 2015, referendum.	By __, 2015, partner with all communities to coordinate school district’s efforts to ensure sufficient funding for the school district.	Note: Because school district resources cannot be used to support or coordinate a “vote yes campaign,” MSBA recommends the goal and/or objective(s) statements should not include the word, “vote,” and/or phrasing such as “vote yes committee.”

	<p>Option 1 By __, 2015, develop financially feasible budgets to ensure the school district's well-being.</p> <p>Or</p> <p>Option 2 As soon as possible after November 3, 2015, develop and implement financially feasible budgets to ensure the school district's well-being.</p>	
--	--	--

Coordinated and Effective District-wide Communication

Goal	Objectives	Notes
<p>Option 1 Keep all school district residents informed of events, issues, and updates taking place within the school district.</p> <p>Or</p> <p>Option 2 Create a coordinated and effective communication process designed to reach all residents of the school district.</p>	<p>Option 1 By __, 2015, develop and implement a district-wide system of communication that includes information about school district events, issues, and updates.</p> <p>Or</p> <p>Option 2 By __, 201__, develop and implement a communication plan designed to increase involvement of family and community members in the school district. Include in the plan: better distribution of notices of school district meetings and events; school newsletters; writing education-based articles for and advertising in local newspapers; effective use of social media; distribution of school board meeting summaries; and a brochure(s)/and/or tri-fold table top brochure.*</p>	<p>Committee recommended strategies:</p> <ol style="list-style-type: none"> 1. The superintendent generates a brief summary of board actions and discussions following school board meetings and distributes to staff via email. 2. Develop brochure to have at Chamber of Commerce, banks, libraries, courthouse, family services, etc., informing them of YME opportunities. 3. Provide an updated tri-fold table top brochures for area restaurants with good things about YME. 4. Produce a quarterly newsletter with information from each school/department (superintendent, BRE, MS/HS, activities and athletics.) <p>The language below could be included in the action plan. *Include in the plan: better distribution of notices of school district meetings and events; school newsletters; writing education-based articles for and advertising in local newspapers; effective use of social media; distribution of school board meeting summaries; and a brochure(s)/and/or tri-fold table top brochure.</p>
	By __, 2015 __, develop and	The following language could be included

	<p>implement a plan to annually, encourage school district families of students who have open enrolled out of the school district or enrolled in one of the charter schools to reconsider attending YME. Include in the plan: personal invitation to attend an informational meeting and contact the parents of all sixth grade students prior to seventh grade registration to inform them of the curriculum and co-curricular activities.*</p>	<p>in the action plan. *Include in the plan: personal invitation to attend an informational meeting and contact the parents of all sixth grade students prior to seventh grade registration to inform them of the curriculum and co-curricular activities.</p>
--	--	--

YME Middle/High School Board Report

September 2015 ~ 2016

~Goals for the MS/HS for 2015-2016

- All Students will increase their Math Proficiency by 3% on the MCA/NWEA
 - Q-comp
 - Integration/WBWF
- All Students will increase their Reading Proficiency by 4% on the MCA/NWEA
 - Integration/WBWF

~Areas of Focus

- Q-Comp/Teacher Evaluation
- PBIS (Safe and Supportive Schools Act)
- Ramp UP for Readiness (College and Career Statue)

99

~World's Best Workforce Data Update: Below I have attached how our 2014 MCA student scores compared to the 2015 MCA student scores.

- All Students
 - Math
 - Middle School 28.7% to 28.0%
 - High School 30.6% to 34%
 - Reading
 - Middle School 37.1% to 44.6%
 - High School 42.9% to 45.3%
- Free/Reduced
 - Math
 - Middle School 15% to 18.1%
 - High School 17.2% to 33.3%
 - Reading
 - Middle School 20.3% to 28.9%
 - High School 28.6% to 23.1%

■ Special Education

● Math

- Middle School 8.8% to 6.7%
- High School 0% to 16.7%

● Reading

- Middle School 8.6% to 10%
- High School 16.7% to 0%

■ American Indian

● Math

- Middle School 14.4% to 17.9%
- High School 37.5% to 33.3%

● Reading

- Middle School 25.9% to 17.9%
- High School 25% to 0%

■ Hispanic

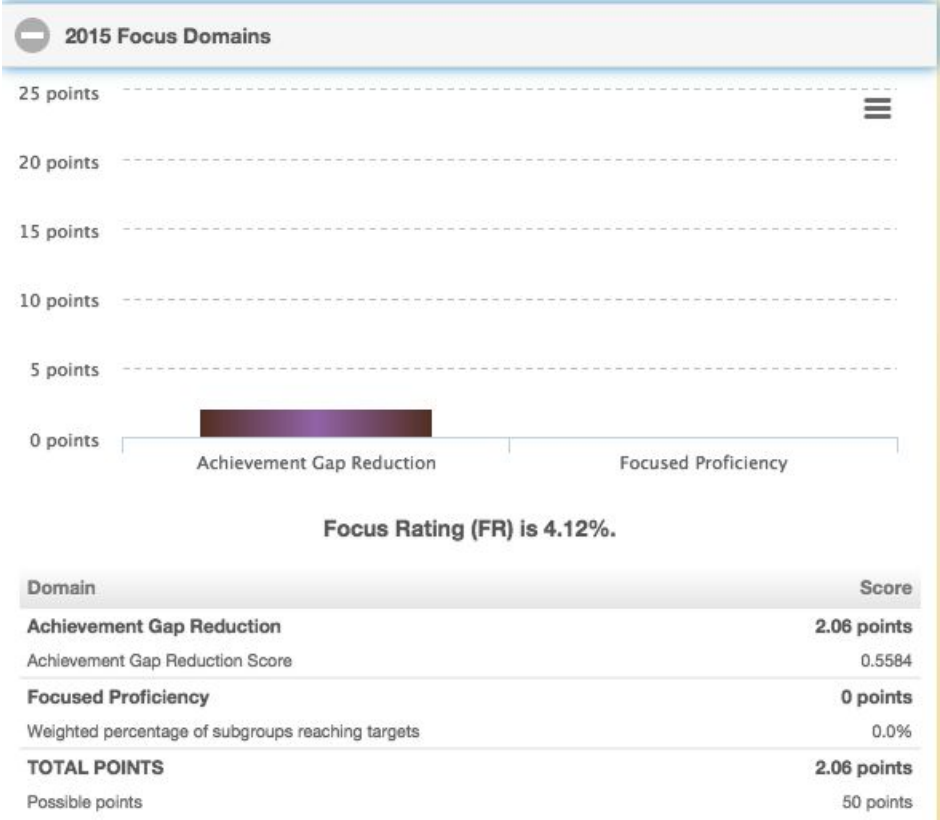
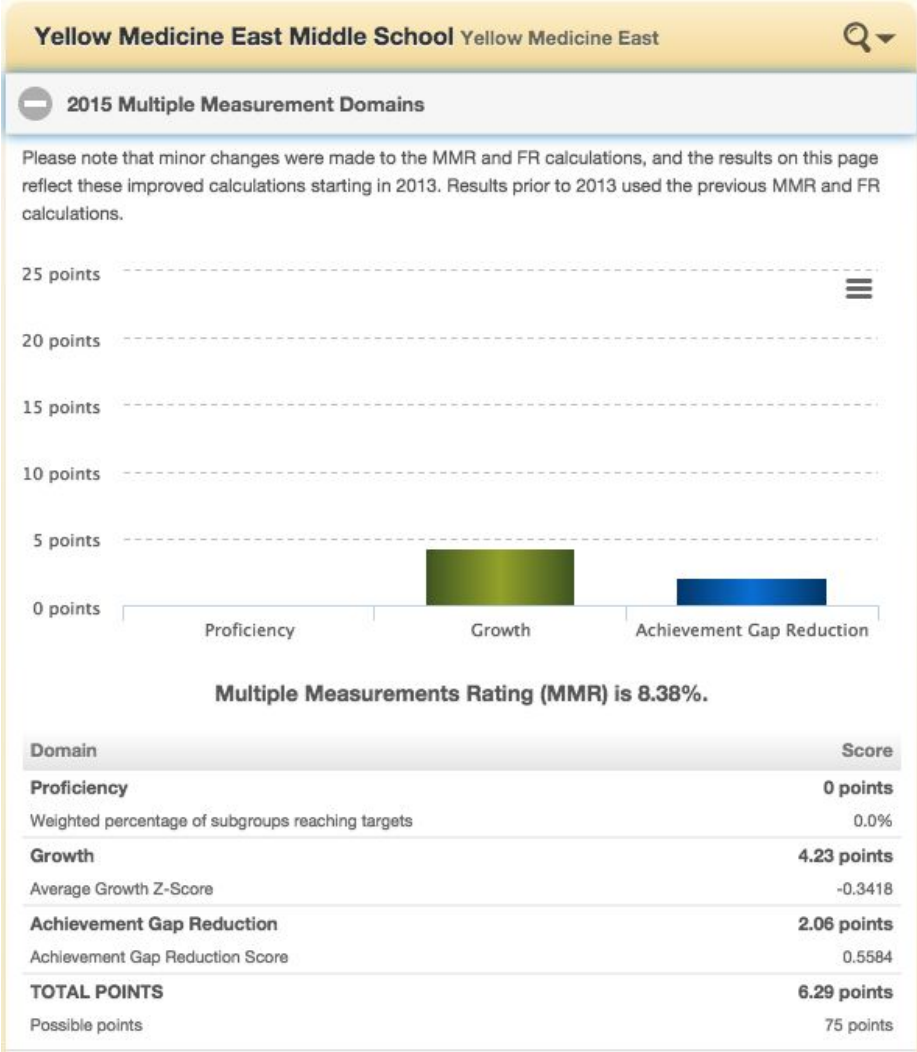
● Math

- Middle School 5.9% to 8.7%
- High School 20% to 0%

● Reading

- Middle School 11.8% to 21.7%
- High School 0% to 0%

~MMR ~ Multiple Measures Report is out for the 2014 ~ 2015 school year. We are encouraged by the growth in some areas but are focusing our efforts and resources to the areas of need. Below are some snapshots of our MMR results for last year. More details can be found on the MDE website under School Report Card.



~**ACT Data** ~ The annual ACT report was released in mid- August. This reports details on how the Class of 2015 performed on the ACT College Entrance Exam. I have attached the document we received from the College Board each year to show how the graduating classes fared. As of the submission of this report, the state had not released the Class of 2016 ACT data. Please see the ACT attachment.

~**NWEA Training** ~ During our in-service days on August 31st and September 1st we received training on the implementation of NWEA to drive our curriculum decisions. NWEA is a wonderful benchmark assessment tool to measure where students are at,

resources for calculated interventions and differentiation resources, and much, much more. I did a formative assessment with our staff, we are at the beginning stages of implementing NWEA to aid in student achievement.

~Professional Learning Communities Update: The certified teaching staff met for four hours on September 2nd to look at student data and begin writing their SMART goals for the upcoming school year. The MS/HS Site Leadership Team will be meeting with the PLC Facilitators to streamline the communication for staff development needs. Our PLC teams will be using the follow four questions to guide their work. They are: What do we want students to know, How do we know if they know it, what do we do if they do, and what do we do if they don't. These questions naturally require us to look at our curriculum, student and classroom data, etc.

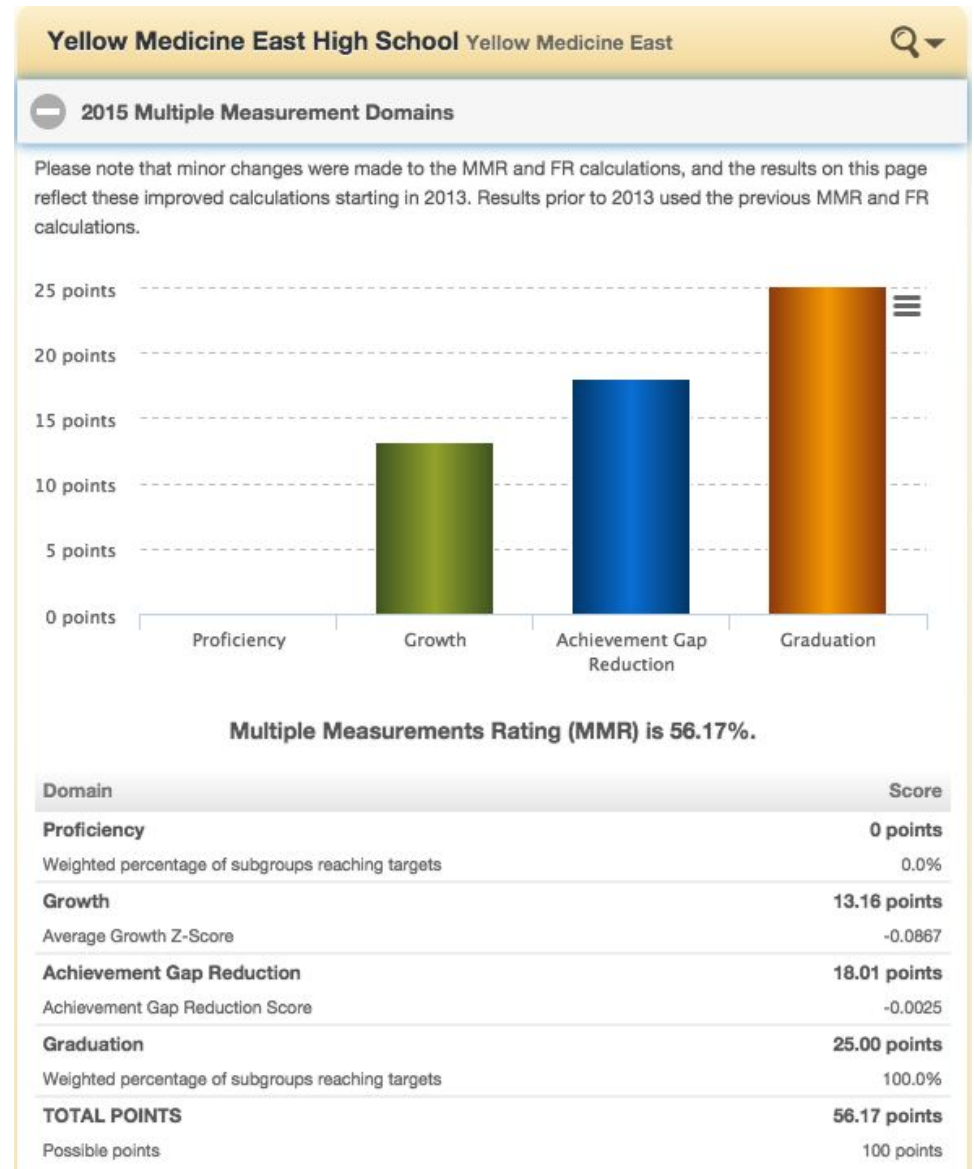
Sting Homecoming ~ The 2015 Sting Homecoming plans are in the works as we speak. Here are some of the highlights : Sting is Coronation Monday, September 28th at 2:15 pm in the Auditorium, Tuesday Night is Powerpuff Football game at Volstead Field, and Friday the Parade will be around the school campus at 2:15 pm.

~YME Music Trip

~Security Door Information:

ENTRANCES / EXITS: All doors on campus will be locked for student safety from 8:30 am until 3:00 pm. At the main entrance there will be a notification for all visitors to be identified prior to entering into the building after 8:30 am. Upon notifying the secretary of your intent, the visitor will register in the Principal's Office where you will receive a Visitor's Badge.

Students riding the school bus should enter/exit the building through Door 16 which is the lower door in the alley between BRE & MS/HS. Students driving to school should enter the building through Door 16. Morning drop-offs should happen on the North side of 9th Avenue for student safety and enter through Door 6, the main entrance. Parents, visitors and guests should enter the building at the main entrance doors. Propping, rigging or disabling a secured door or any action which causes a door to be unsecured in order to facilitate a secure re-entry is against the school rules.



~PSEO Student/Parent Communication Letters: Below are the communications sent to all of our PSEO students concerning concurrent enrollment options here at YME.

All PSEO College Courses ~ Sent August 19th, 2015

Good Afternoon YME Students and Parents/Guardians,

I hope this email finds you enjoying the final days of summer while also beginning to look forward to the upcoming Sting school year. I am writing you today to let you know of your options regarding registration when your child signs up to take PSEO courses. You are receiving this email because your child is currently signed up for a PSEO class here at YME.

Based on the research conducted by the College Board, within the last two years your child took the PLAN test here at YME and scored very well. According to their research, your child has a 75% chance of getting a "C" and a 50% chance of getting a "B" in the courses they signed up for this school year. They also meet the requirements for admission to the College Now Program (PSEO) of being in the top half of the Class of 2016 and a G.P.A over a 3.0 and in the top third of the Class of 2017 and a G.P.A. over a 3.0 here at YME.

I know the importance of getting quality marks when applying for admission to a higher education institution and we want all students to be successful, with that in mind, here are the options for your child:

Option 1 ~ your child can take the scheduled course as is for college level credit;

Option 2 ~ your child can start the college level course and make a decision to take for high school credit only before the specified drop date outlined with the college course provider;

Option 3 ~ take the course for high school credit only;

Option 4 ~ withdraw from the course before the start date and select a different course.

Please keep in mind that students who take the College Now classes that the grade they earn shows up on their high school transcript and also remains a permanent part of their college credits. If your student has any reservations about taking the PSEO courses for credit this year, please think about option 2, 3 or 4. Please have the discussion with your student and if a schedule change is necessary, please contact the High School Office by emailing me or call for an appointment at 320-564-4083 ext. 100.

College Now Literature and Writing Courses ~ Sent August 19th, 2015

Good Afternoon YME Students and Parents/Guardians,

I hope this email finds you enjoying the final days of summer while also beginning to look forward to the upcoming Sting school year. I am writing you today to let you know of two new options for your child's English education. The past couple of days I have had many conversations with Mr. Schulte about juniors taking college level English this year. The conversation has been centered around the YME English Department's curriculum, specifically focusing on the writing outcomes for students. In his professional opinion, students who go through English III have a better chance of obtaining a higher passing mark. Your child has signed up for our College Now Program (PSEO classes) and we want all parents/guardians to be informed of their options.

Based on the research conducted by the College Board, last fall your child took the PLAN test here at YME and scored very well. According to their research, your child has a 75% chance of getting a "C" and a 50% chance of getting a "B" in the courses they signed up for this school year. They also meet the academic requirements for admission to the College Now Program (PSEO) here at YME.

I know the importance of getting quality marks when applying for admission to a higher education institution and we want all students to be successful, with that in mind, here are the options for your child:

Option 1 ~ your student can stay enrolled in the College Now Literature and Writing courses currently on their schedule;

Option 2 ~ your student may take the College Now Literature and Writing courses for high school credit and then take it next year as a senior for college credit;

Option 3 ~ drop the College Now Literature and Writing courses to take English III as a junior and College Now Literature and Writing as a senior.

Please keep in mind that students who take the College Now Classes (PSEO Rhetoric: Critical Writing and/or PSEO Rhetoric: The Essay) the grade they earn shows up on their High School transcript and also remains a permanent part of their college credits. If your student has any reservations about taking the PSEO courses for credit this year, please think about option 2 or 3. Please have the discussion with your student and if a schedule change is necessary, please contact the High School Office by emailing me or call for an appointment at [320-564-4083](tel:320-564-4083) ext. 100.

Go Sting

Ryan Luft

College Now Calculus/High School Calculus ~ Sent August 14th, 2015

Good afternoon Yellow Medicine East Students and Parents/Guardians,

I hope this email finds you enjoying your summer months outside as you begin to start thinking about the upcoming 2015 ~ 2016 Sting school year. I'm writing you today to clarify a question that was posed to me yesterday about the high school Calculus vs. PSEO Calculus course offered here at YME this year.

As you are aware of, Mr. Jans has been certified by SMSU to expand the number of college level math classes we offer on campus starting this fall. I topic I want to clarify for you today is students do not have to take this course for college level credit if they do not wish; it is still available for high school credit.

Students will not have to/or will not be able to take Calculus for college credit if they do not meet the PSEO qualifications stated in the registration guide or who wish not to take Calculus for college credit. If your child has been on the advanced track and is a junior, this would be a conversation you will want to have with them. If you would like your child to take this class only for high school credit, please contact me at rluft@isd2190.org or [320-564-4083](tel:320-564-4083). If you would like to meet in person, please contact me and we will schedule a time together.

**SMSU requires that 51% of the students in the class have to take the course for college level credit or we cannot offer credit on campus.

Thank you for choosing YME and please let me know if you have any questions.

Respectively,

Mr. Ryan Luft

College Readiness Letter for:
YELLOW MEDICINE EAST SD 2190

August 26, 2015
Code: 247928

SUPERINTENDENT
YELLOW MEDICINE EAST SD 2190
450 9TH AVE
GRANITE FALLS, MN 56241



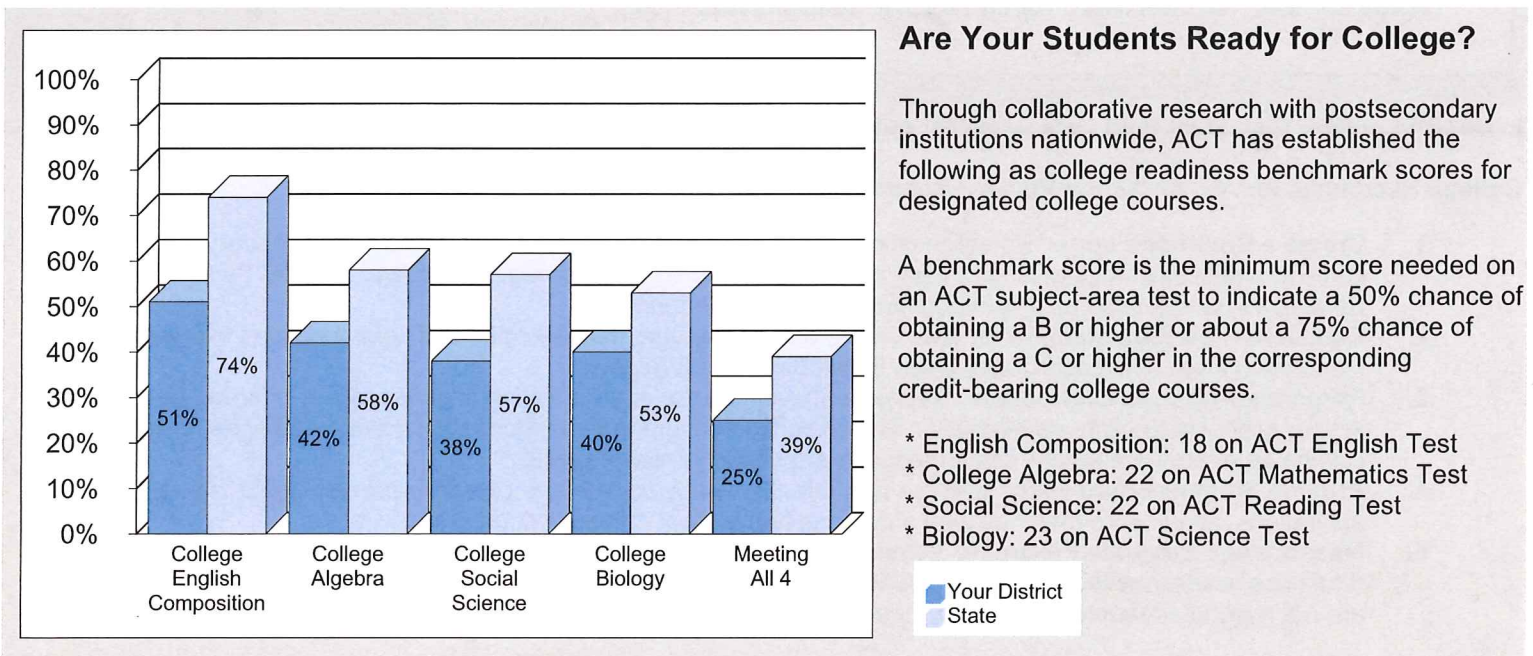
011062110

This report reflects the achievement of your graduates on the ACT over time and an indication of the extent to which they are prepared for college-level work. The ACT consists of curriculum-based tests of educational development in English, mathematics, reading, and science designed to measure the skills needed for success in first-year college coursework. Table 1 shows the five-year trend of your ACT-tested graduates. Beginning with the 2013 Graduating Class, all students whose scores are college reportable, both standard and extended time tests, are included in this report.

Table 1: Five Year Trends - Average ACT Scores

Grad Year	Total Tested		English		Mathematics		Reading		Science		Composite	
	District	State	District	State	District	State	District	State	District	State	District	State
2011	51	44,952	19.7	22.3	20.7	23.0	21.5	22.9	20.9	22.8	20.8	22.9
2012	52	44,977	19.3	22.1	21.4	23.0	21.0	22.9	21.5	22.7	20.9	22.8
2013	45	44,676	18.9	22.2	19.7	23.1	20.5	23.1	20.9	22.9	20.1	23.0
2014	45	45,305	20.3	22.1	21.2	23.0	22.2	23.1	21.1	22.9	21.3	22.9
2015	53	46,862	18.4	21.8	21.0	22.8	19.9	23.0	21.1	22.7	20.2	22.7

Figure 1. Percent of ACT-Tested Students Ready for College-Level Coursework



Are Your Students Ready for College?

Through collaborative research with postsecondary institutions nationwide, ACT has established the following as college readiness benchmark scores for designated college courses.

A benchmark score is the minimum score needed on an ACT subject-area test to indicate a 50% chance of obtaining a B or higher or about a 75% chance of obtaining a C or higher in the corresponding credit-bearing college courses.

- * English Composition: 18 on ACT English Test
- * College Algebra: 22 on ACT Mathematics Test
- * Social Science: 22 on ACT Reading Test
- * Biology: 23 on ACT Science Test

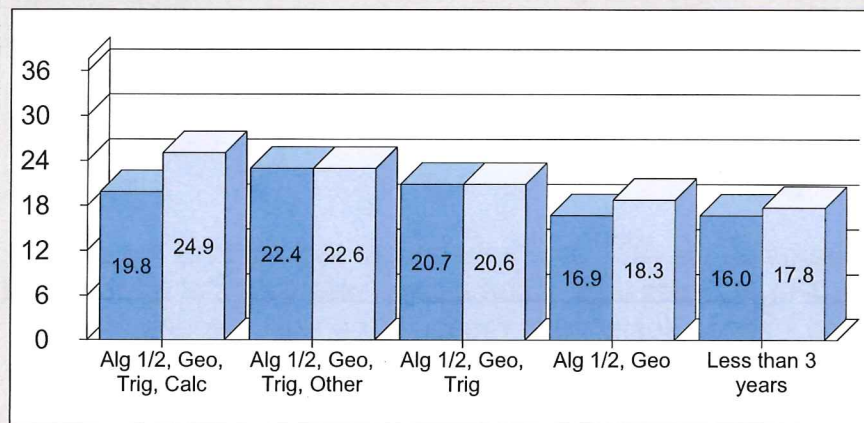
■ Your District
■ State

A High School College Readiness Letter has been sent to the Principal of each high school with at least one ACT-tested graduate.

College Readiness Letter for: **YELLOW MEDICINE EAST SD 2190**

ACT Research has shown that it is the rigor of coursework - rather than simply the number of core courses - that has the greatest impact on ACT performance and college readiness. Figures 2 and 3 report the value added by increasingly rigorous coursework in mathematics and science respectively.

Figure 2. Average ACT Mathematics Scores by Course Sequence

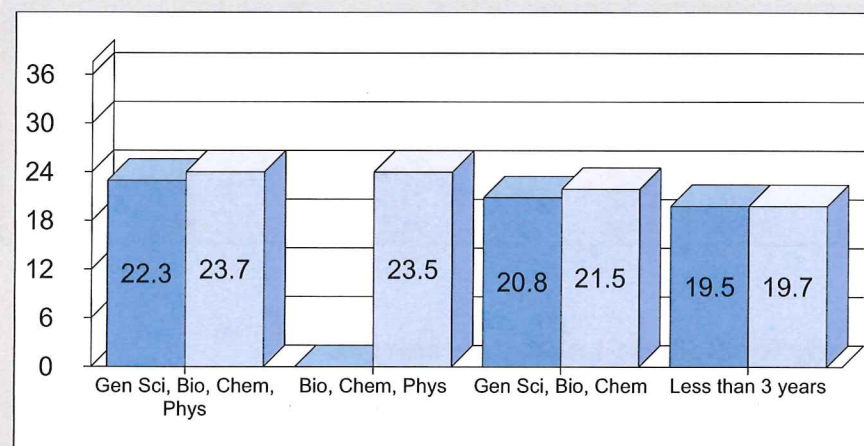


Value Added by Mathematics Courses

Students who take Algebra 1, Algebra 2, and Geometry typically achieve higher ACT Mathematics scores than students who take less than three years of mathematics. In addition, students who take more advanced mathematics courses substantially increase their ACT Mathematics score.

■ Your District
■ State

Figure 3. Average ACT Science Scores by Course Sequence



Value Added by Science Courses

Students taking Biology and Chemistry in combination with Physics typically achieve higher ACT Science scores than students taking less than three years of science courses.

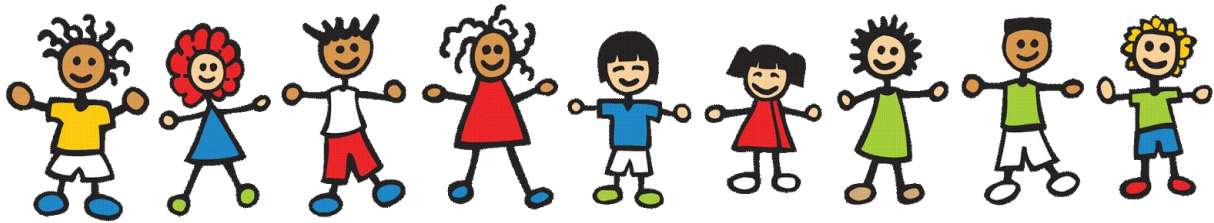
■ Your District
■ State

In order to ensure that all students are ready for college, an overview of vital action steps is provided.

College Readiness for All: An Action Plan for Schools and Districts

- 1. Create a Common Focus.** Establish collaborative partnerships with local and state postsecondary institutions to come to a shared understanding of what students need to know for college readiness. Use ACT's College Readiness Benchmarks as a common language to define readiness.
- 2. Establish High Expectations for All.** Create a school culture that identifies and communicates the need for all students to meet or exceed College Readiness Benchmark Scores.
- 3. Require a Rigorous Curriculum.** Review and evaluate the rigor and alignment of courses offered and required in your school in English, mathematics, and science to ensure that the foundational skills leading to readiness for college-level work are taught, reaffirmed, and articulated across courses.
- 4. Provide Student Counseling.** Engage all students in early college and career awareness, help them to set high aspirations, and ensure that they plan a rigorous high school coursework program.
- 5. Measure and Evaluate Progress.** Monitor and measure every student's progress early and often using college readiness assessments like ACT Aspire and the ACT. Make timely interventions with those students who are not making adequate progress in meeting College Readiness Benchmarks.

To learn more about these recommended action steps and ACT programs that will help improve college readiness for your students, contact ACT Customer Service at 319-337-1309 or customerservices@act.org.



Bert Raney Elementary Board Report

September 2015

Mrs. Hansen, Elementary Principal

BRE - Current Enrollment

	8/15	9/15	10/15	11/15	12/15	1/16	2/16	3/16	4/16	5/16	6/16	7/16
K	58	57										
1st	50	49										
2nd	74	72										
3rd	57	59										
4th	60	59										
5th	62	62										
Total	361	357										

1. Start of School Year
 - a. Highlights
2. K-2 Healthy Snack Program
 - a. History
 - b. Cost
 - c. Grants
3. New Math Curriculum
 - a. Training
 - b. Implementation
4. Security System
 - a. What will it look like at BRE?
 - b. How will we prepare?
5. Fundraising at BRE
 - a. History
 - b. Future

Upcoming Events:

9/14 & 9/15: Preschool Screening
 9/16: 5th Grade to Pipestone National Monument
 9/22: 5th Grade to Environmental Fair
 9/24: 2 Hour Late Start
 10/5-10/9: Fire Prevention Week
 10/8: 2 Hour Late Start

BRE Goals for 2015-16:

SMART Goal: The percentage of all students in grades 3-5 at Bert Raney Elementary School enrolled by October 1 who are proficient on the Reading MCA will increase from 48% in 2015 to 52% in 2016.

SMART Goal: The percentage of all students in grades 3-5 at Bert Raney Elementary School, enrolled by October 1 who are proficient on the Mathematics MCA will increase from 55.6% in 2015 to 58.6% in 2016.

2014-2015 Early Childhood Family Education Annual Report

District: 2190-01, YELLOW MEDICINE EAST

Additional Districts: none

Page 1 of 2

Class type	Number of classes offered	Children 0-5 in class	Dist. Census Count/ (% served)	Children in sibling care	Parents	Total hours of service provided
For children less than 1-year-old	0	0	55(0.0%)	0	0	0
For 1-year-old children	4	13	42(31.0%)	0	12	24
For 2-year-old children	8	25	76(32.9%)	0	17	72
For 3-year-old children	9	24	64(37.5%)	0	15	81
For 4-year-old children	9	32	79(40.5%)	0	19	81
For non-kindergarten 5-year-olds	9	3	N/A	0	4	81
For mixed-age groups	0	0	N/A	0	0	0
For children less than 1-year-old	N/A	0	N/A	N/A	N/A	N/A
For 1-year-old children	N/A	0	N/A	N/A	N/A	N/A
For 2-year-old children	N/A	0	N/A	N/A	N/A	N/A
For 3-year-old children	N/A	0	N/A	N/A	N/A	N/A
For 4-year-old children	N/A	0	N/A	N/A	N/A	N/A
For non-kindergarten 5-year-olds	N/A	0	N/A	N/A	N/A	N/A
Parent Education Transition Classes	0		N/A	0	0	0
For children less than 1-year-old	N/A	0	N/A	N/A	N/A	N/A
For 1-year-old children	N/A	0	N/A	N/A	N/A	N/A
For 2-year-old children	N/A	0	N/A	N/A	N/A	N/A
For 3-year-old children	N/A	0	N/A	N/A	N/A	N/A
For 4-year-old children	N/A	0	N/A	N/A	N/A	N/A
For non-kindergarten 5-year-olds	N/A	0	N/A	N/A	N/A	N/A
For parents only (including expectant)	0	NA	N/A	0	0	0
For children less than 1-year-old	N/A	0	N/A	N/A	N/A	N/A
For 1-year-old children	N/A	0	N/A	N/A	N/A	N/A
For 2-year-old children	N/A	0	N/A	N/A	N/A	N/A
For 3-year-old children	N/A	0	N/A	N/A	N/A	N/A
For 4-year-old children	N/A	0	N/A	N/A	N/A	N/A
For non-kindergarten 5-year-olds	N/A	0	N/A	N/A	N/A	N/A
Totals:	39	97		0	67	339

Type of event, activity, or contact	Number of events / activities	Number of children participating	Number of parents/adults participating
Field Trips	0	0	0
Open Houses (Outreach)	1	70	82
Speakers, workshops, one-time classes	3	67	73
Parent-child activities (Outreach)	4	112	120
One-time, in-person newborn infant contacts (Outreach)	0	0	0
Home Visits	0	0	0
Advisory council meetings	6	N/A	N/A
Home Vists by Licensed Persons	0	0	0
Home Vists by Others	0	0	0
Parent Education Liaison Vists	0	0	0
Totals for events, activities and contacts:	14	249	275

2014-2015 Early Childhood Family Education Annual Report

District: 2190-01, YELLOW MEDICINE EAST

Additional Districts: none

Page 2 of 2

Unduplicated count of participation by type	Number of different children participating	Number of parents/adults participating
Classes and/or home visits	37	30
One-time events/activities only	62	73
Total number participating	147	163

Referral Information	Referred TO ECFE by:	Referred FROM ECFE:
Early Childhood Screening	0	3
Early Childhood Special Education / Early Intervention	0	0
Head Start	0	0
Child Care Programs	0	0
Adult Basic Education	0	0
Other	0	0

2014-2015 School Readiness Annual Report

District: 2190-01, YELLOW MEDICINE EAST

Additional Districts: none

Page 1 of 3

School Readiness Classes or Services	Frequency	Number of children:	Number of parents:	Average number of hrs/child:	Average number of hrs/parent:	Average number of wks/year:
		Children	Parents	Hrs/child	Hrs/parent	Wks/year
half-day early childhood program	1 day/week	0	0	0	0	0
	2 days/week	0	0	0	0	0
	3 days/week	0	0	0	0	0
	4 days/week	0	0	0	0	0
	5 days/week	0	0	0	0	0
full-day early childhood program	1 day/week	0	0	0	0	0
	2 days/week	0	0	0	0	0
	3 days/week	0	0	0	0	0
	4 days/week	0	0	0	0	0
	5 days/week	0	0	0	0	0
integrated classe(es) with Early Childhood Special Education	1 day/week	0	0	0	0	0
	2 days/week	14	12	180	6	27
	3 days/week	39	35	340	5	27
	4 days/week	0	0	0	0	0
	5 days/week	0	0	0	0	0
summer Kindergarten Preparation	1 day/week	0	0	0	0	0
	2 days/week	28	0	14	0	2
	3 days/week	0	0	0	0	0
	4 days/week	0	0	0	0	0
	5 days/week	0	0	0	0	0

Program Participation

Number of child participants who received School Readiness services during the school year:	53
Number of child participants who received 30 hours or more of service/involvement during the school year:	53
Number of child participants who received 450 hours or more of service/involvement during the school year:	20
Number of children in the program with an Individual Education Plan (IEP):	9
Number of children in the program referred for ECSE Evaluation and determined not eligible:	4

2014-2015 School Readiness Annual Report

District: 2190-01, YELLOW MEDICINE EAST

Additional Districts: none

Page 2 of 3

Referral Information	Referred TO School Readiness by:	Referred FROM School Readiness by:
Early Childhood Screening	0	10
Preschool Special Education	2	2
Head Start	0	2
Child Care Programs	0	0
Adult Basic Education	0	0
Other	0	0

Children participating in School Readiness Program who met the eligibility requirements (this may be a duplicated count):

a. Completed Early Childhood Health and Development Screening:	20
b. Qualified for free or reduced priced school lunch:	17
c. Identified as English language learning child:	0
d. Identified as a child who is homeless:	0
e. Receiving Preschool Special Education services and has an Individualized Education Plan (IEP) or an Individualized Interagency Intervention Plan (III-P):	9
f. Received an evaluation to determine eligibility for Preschool Special Education services, but is NOT eligible for these services:	1
g. Other risk factors identified by the school district and documented on the health and developmental screening program summary form:	0

Children having two or more identified and documented risk factors (identified in a-g above) that were used to determine eligibility for participation in the School Readiness Program (this is an UNDUPLICATED count):

How many children received health and developmental screening within 90 days of program enrollment?	10
---	----

Children participating in School Readiness who did NOT meet the eligibility requirements (this may be a duplicated count):

Number of children who do not meet the eligibility requirements above who participate on a fee-for-service basis:	26
---	----

2014-2015 School Readiness Annual Report

District: 2190-01, YELLOW MEDICINE EAST

Additional Districts: none

Page 3 of 3

Type of Curriculum used:

Bank Street Developmental Interaction Approach	
Core Knowledge	
Creative Curriculum for Preschool	53
DLM Early Childhood Express	
High Reach Curriculum for PreK	
High Scope Preschool Curriculum	
Houghton Mifflin PreK	
Investigator Club	
Opening the World of Learning (OWL)	
Scholastic Big Day for PreK	
Other:	

Child Assessment/Progress Information

Method Used	Number Assessed at Entry	Number Assessed at Exit
Brigance Inventory of Early Development II and III	0	0
Core Knowledge Preschool Assessment	0	0
Desired Results Developmental Profiles (DRDP)	0	0
High Scope Child Observation Record (COR)	0	0
Learning Accomplishment Profile, Third Edition (2004)(LAP-3)	0	0
Opening the World of Learning(OWL): Planning and Assessment Teacher's Guide and Observation Checklist	0	0
Pro-LADR	0	0
Scholastic Big Day for Pre-K	0	0
Teaching Strategies-Gold Assessment (TS-GOLD)	47	47
The InvestiGator Club: Prekindergarten Assessment and Intervention System	0	0
Work Sampling System (WSS)	0	0
Other	0	0

Fall Athletic Numbers: 2015

	7	8	9	10	11	12	Total
G. Tennis	2	1	5	3	2	3	16
G. Cross Country	3	0	1	2	1	0	7
B. Cross Country	0	4	6	1	2	4	17
Volleyball	5	13	8	7	6	7	46
Football	24	13	5	12	14	6	74
Total	34	31	25	25	25	20	160

Fall Athletic Numbers: 2014

	7	8	9	10	11	12	Total
G. Tennis	1	3	2	0	2	11	19
G. Cross Country	0	1	3	1	1	0	6
B. Cross Country	3	3	1	4	3	2	16
Volleyball	12	10	10	11	7	7	57
Football	13	14	19	16	9	15	86
Total	29	31	35	32	22	35	184

Online Registration Process:

- Running smoothly, only a couple of password issues.
- Much more efficient and easier to keep coaches updated on eligibility status

Chain of Command:

- Appreciate Board members continuing to encourage parents to follow the chain of command. I believe most “fires” can be put out before they reach my office or the board if we insist they follow the correct steps.

Staff Passes:

- Rationale
 - Didn’t collect any eight-pass punch cards last year
 - More convenient for ticket takers
 - Eliminates any controversy on who

Challenges:

- Still working on best scenario for gym space this winter, especially with 4:45 pm Camden starts.

**MINNESOTA VALLEY COOPERATIVE CENTER
REGULAR BOARD MEETING
MONDAY, AUGUST 17, 2015
TIME 5:30 P.M.**

MINUTES

The meeting was called to order with the following members present: Opdahl, Hagert, Odegard, Discher.

Motion by Discher, second by Opdahl and carried to approve the minutes of the June 8, 2015 regular Board meeting.

Motion by Odegard, second by Discher and carried to approve monthly bills for payment for 06/09/15 – 08/17/15 in the amount of \$289,923.42 with checks numbered 18715 through 18798 and payroll wire transfers 201400097 through 201400101, 201500001 through 201500015 and 201500022 through 201500031, and 201500042.

Motion by Opdahl, second by Discher to approve a purchase of service contract with the Yellow Medicine East School District for 2015-2016 Special Education services.

Motion by Opdahl, second by Discher to approve a purchase of service contract with the E.C.H.O. Charter School for 2015-2016 Special Education services.

Motion by Opdahl, second by Discher to approve a purchase of service contract with the Lac qui Parle Valley School District for 2015-2016 Special Education services.

Motion by Opdahl, second by Discher to approve a purchase of service contract with the Dawson-Boyd School District for 2015-2016 Special Education services.

Motion by Opdahl, second by Discher to approve a purchase of service contract with the Lakeview School District for 2015-2016 Special Education services.

Motion by Opdahl, second by Discher to approve a purchase of service contract with the Renville County West School District for 2015-2016 Special Education services.

Motion by Opdahl, second by Discher to approve a purchase of service contract with the Clarkfield Area Charter School for 2015-2016 Special Education services.

Motion by Discher, second by Opdahl to approve a purchase of service contract with the Yellow Medicine East School District for the 2015-2016 school year for the purpose of bookkeeping and payroll services.

Motion by Discher, second by Opdahl to set governing salaries for the 2015-2016 school year at \$50.

Motion by Discher, second by Opdahl to designate the Advocate-Tribune as the official school newspaper.

Motion by Discher, second by Opdahl to approve Citizens Alliance as the official school depository for the 2015-2016 school year and Granite Falls Bank for Payroll Direct Deposits for the 2015-2016 school year.

Motion by Discher, second by Opdahl to authorize payment of monthly bills and payroll checks in the absence of a board meeting during the 2015-2016 school year.

Motion by Discher, second by Opdahl to authorize payroll account signatures at Granite Falls Bank to LeeAnn Boushek, Cindy Loe and Katie Roiger.

Motion by Discher, second by Opdahl to authorize LeeAnn Boushek, Finance Officer and/or Tara Miller, Human Resource/Payroll Officer of Yellow Medicine East School District to complete and authorize Electronic Fund Transfer as necessary for payroll and board bill expenses.

Motion by Discher, second by Opdahl to approve facsimile use of signature (via computer digitized signature) for the use of paying board bills and payroll expenses.

Motion by Discher, second by Opdahl to approve MSBA membership for the 2015-2016 school year.

Motion by Discher, second by Opdahl to adopt the Yellow Medicine East School District policy manual as the official policies and procedures for the Minnesota Valley Cooperative Center.

Motion by Discher, second by Opdahl to approve the statement of Assurance of Compliance with State and Federal Law Prohibiting Discrimination.

Motion by Opdahl, second by Discher to approve Cindy Loe as the designated Identified Official with Authority for the Minnesota Valley Cooperative Center.

Motion by Opdahl, second by Discher to approve the resignation of Rachel Volker, MVCC Special Education Teacher.

Motion by Opdahl, second by Discher to approve the resignation of Robb Miller, MVCC Special Education Paraprofessional.

Motion by Discher, second by Hagert to approve the employment of Anna Risa, MVCC Speech Language Pathologist.

Motion by Discher, second by Hagert to approve the employment of Cynthia Kvaal, MVCC Speech/Language Pathologist.

Motion by Opdahl, second by Hagert to authorize the Director to explore and employ as needed for additional support staff.

Discussion items included: School Psychologist Position/Support Staff, Third Party Billing Requirements-October 2015.

August 12, 2015 Staff Development Meeting

8AM - Board Room

Members Present:

Members Absent:

Agenda:

1. Back to School workshop - discuss, review, add, change, confirm details
 - a. Review current schedule for 8/31, 9/1, and 9/2
 - i. Who is doing the PLC training? - Karen Jacobsen - MRVED
 - ii. Needs?
 - b. Char Dahl requesting 2 hours of Restorative Justice presentation during BTS
 - c. ESL requirement
 - d. Para attendance (admin has stated all day 8/31) and no attendance at yearly PLCs unless specifically told prior to the PLC date
 - e. Cindy Loe request for all SPED meeting - 1 hour
2. October 19th workshop needs

Information to note for continuing ed requirements...

- Positive Behavioral Intervention Strategies - PBIS is the basis for YME Discipline
- Accommodation, Modification, and Adaptation of Curriculum, Materials, and Instruction - IEP and 504
- Key Warning Signs for Early-Onset Mental Illness in Children and Adolescents
- Reading Preparation
- Technology - New Tech coordinator and Staff Development Options
- Reflective Statement of Professional Accomplishment and Assessment of Professional Growth-
- In addition - please read the latest requirement for EL listed below

The 2014 Minnesota Legislature enacted a change to teacher licensure renewal requirements to include evidence of growth in best teaching practices for meeting the needs of English learners (MN§122A.18, Subd. 4(b)). The changes will apply to all teaching licenses renewed on or after August 1, 2015.

<https://www.revisor.mn.gov/statutes/?id=122a.18>

(b) Relicensure applicants who have been employed as a teacher during the renewal period of their expiring license, as a condition of relicensure, must present to their local continuing education and relicensure committee or other local relicensure committee evidence of work that demonstrates professional reflection and growth in best teaching practices, including among other things, practices in meeting the varied needs of English learners, from young children to adults under section 124D.59, subdivisions 2 and 2a. The applicant must include a reflective statement of professional accomplishment and the applicant's own assessment of professional growth showing evidence of:

(1) support for student learning;

(2) use of best practices techniques and their applications to student learning;

(3) collaborative work with colleagues that includes examples of collegiality such as attested-to committee work, collaborative staff development programs, and professional learning community work; or

(4) continual professional development that may include (i) job-embedded or other ongoing formal professional learning or (ii) for teachers employed for only part of the renewal period of their expiring license, other similar professional development efforts made during the relicensure period.

The Board of Teaching must ensure that its teacher relicensing requirements also include this

District Goals

- Reestablish and reinvigorate the Staff Development process and committee
- Determine how Staff Development and Q Comp can work together
- Determine how Staff Development and Curriculum Development can work together.

Yellow Medicine East Staff Development Day Agendas 2015-2016

Tuesday, August 25, 2015

8:00AM - 10:00AM New staff meet with building principal(s)

Leslie, Dave, Emily, Judy - meet with Mrs. Hansen/Liz in the BRE Office

Megan, Ryan - meet with Mr. Luft/Deb in the YME HS Office

10:00AM - 10:15AM Break

10:15AM - 11:30AM MS/HS ~ Evaluation Process

10:15AM - 11:30AM BRE - RCI Plan, Focus Status, Evals

11:30AM - 12:30PM - Lunch on your own

12:30PM - 1:00PM - Meet with Tara Miller, YME HR Director - Board Room

1:00PM - 3:40PM

BRE: Individual meetings with Mrs. Hansen, re: curriculum materials/classroom time/custodial assistance
MS/HS:

Wednesday, August 26, 2015

8:00AM - 8:30AM - Staff Introductions - Superintendent Welcome, Board Room

2015-2016 Goal Targets - "A goal unwritten is called a WISH". Steven Covey

Improve student standardized measures in Math and Reading to the Mean Area School Levels.

We will accomplish this task by combining efforts and focusing the goals of Staff Development, Curriculum Development and Q Comp for teacher instruction and student performance improvements.

Passage of the Levy Referendum on November 3, 2015 - Repeal/Replace for ten (10) years - \$300 per pupil increase.

8:45AM - 3:40PM - Respective Building Meetings

Monday, August 31, 2015

District

- District Sponsored Breakfast
- Welcome - Dr. Rick Clark (90 minutes)
 - Introduction to Q Comp, Evaluation and Staff Development Goals
 - Referendum goals and information items
 - Expectations and limitations
 - Mutual support
- Dismiss to Buildings for Orientation

MS/HS

- Building Meeting
- Ramp UP for Readiness
- PBIS Committee Presentation
- MCIS Training

BRE

- Building meeting
- Data meeting
- PBIS Committee presentation
- Math Curriculum presentation
- Grade Level Assessment meetings
- Grade Level SPED meetings

1:00PM - BRE Gym - All paras: mtg with Mrs. Hansen and Val - re: breakfast/lunchroom updates/Q&A

Tuesday, September 1, 2015

District

- 8:00AM - 12:00PM, PLC Training
- 12:30AM - 3:30PM, PLC Facilitators Training
- 5:00PM - 7:00PM, K-12 Back to School Night

MS/HS

- 3:00PM, HS Staff Photo - Lifetouch

BRE

- 8:00AM - 12:00PM, PLC Training
- 12:30AM - 3:30PM, PLC Facilitators Training
- 5:00PM - 7:00PM, K-12 Back to School Night

Wednesday, September 2, 2015

District

MS/HS

- 8:00-12:00PM, PLCs

BRE

- 8:00-11:00AM, Dr. Steve Schroeder-Davis, Interventions - Continued from 2014-15
- 11:00AM-12:00PM, PLCs
- 12:30PM-3:30PM, PLCs

Monday, October 19 (4 hrs PLC)

BRE

- 8-11AM, Dr. Steve Schroeder-Davis

MS/HS

- Curriculum Mapping Training

- MRVED

Monday, November 9

BRE

- 8-11AM, Dr. Steve Schroeder-Davis

Monday, January 18 (MRVED)

Monday, January 25 (4 hrs PLC)

MS/HS

- Curriculum Mapping

Friday, February 12

Thursday, March 24

Friday, April 1

Admin Meeting
Wednesday, August 19, 2015
3:00 PM
Board of Education Room

Activities

- Personnel needs - Junior high school football coach, will use three if required and search for "fill in" when traveling. C team volleyball and junior high softball.
- Employee Activities Pass - 8 punch passes were not used fully last. All employees will be provided employee only pass.
- Participation numbers and comparison to 2014 Football is down, not much for seniors and low 9th grade participation. Volleyball Down 12, Girls Tennis similar numbers, jh numbers are down,
- Upcoming activities - lower level on friday night, saturday, vb on thursday next week. jr high football at highland park.
- Activities during Staff Development dates (& gym usage) Elementary Gym used for staff development, if conflict the elementary will move SD to cafeteria.

Elementary

- Status of wiring and connection - (also note: Frannie and crew got lab up and going - THANK YOU!)
- Personnel needs -
 - American Indian liaison update (Helen, Lori's leave)
 - Hispanic liaison update (previously offered, turned down, no leads) - current plan will be to find assistance when critical. Use smartphones with translators for day to day business.
 - Para(s) - one hired today and possible of one more.
 - New admin assistant - Nicole Kotek
- Looking for information on door security - Front desk in each office will be primary contact, principals assistant will be back-up. Procedure will be to open doors until 8:30 am (when students present). At 8:30 the doors will be locked and require buzz in. "Please state your name and your business" "Come to the office and sign in please"
- QComp document to share regarding Gene - MDE Memo dated June 18, 2014. Gene will be part of the first peer review this year.
- Mentorship/mentee document drafted by myself and Ryan
- Working with Belview Learning Center on a possible referral/transfer in from Texas

Secondary -

Personnel Needs

- Have we established a protocol for who is going to be number 1, 2 or 3 greeter for the locked door system at the High School.

- My recommendation during the school year would be for Alyssa number 1, Krystle number 2 and Deb number 3. My rationale is for the volume of people in the office during the school day. I would then change it for the summer months to Krystle number 1, Deb number 2 and Alyssa number 3.
- Doors will be locked down at 8:30 am till 3:00 pm. Krystle will be number 1, Deb number 2. Door 16 opened a 1:00
- The door security people did not show on Monday and Tuesday.
- Main gym door is shakable open.
- MRVED for new teacher technology training ~ Brandon Raymo (AUG 25)
- Randy Haakenson ~ 171 Days. Last year was 184 ~ PSEO Online starts August 24th 37.5 hours during back to school day total
- Need a Paraprofessional for a new student
- Evaluation Schedule for 2015 ~ 2016 ~ Denise for updated list
- Evaluation Tool ~ Charlotte Danielson iObservation ~ Title Budget or Q-Comp -General Fund ~ Dr. Clark
- Communication about new electronic payment process
- Para Extra Time ~ PBIS, Ramp UP, SAT
- Summer Pizza for Summer Staff
- PSEO Letter Sent ~ Get hard copy for Board Meeting
- English III Added
- New Native American Funding ~ WBWF - Organize thoughts and actions with the Upper Sioux Counsel, ASAP

District

- Review of Start back to school schedules and activities.
- Door security protocol agreement BRE/MS/HS agreement required and approved by supt prior to board action on September 14. ~ Door Security to the board meeting in September.
- Need for More similarity between BRE and MS/HS PLC than differences. What are the administrators major targets for PLC? **October PLC Team meeting**
 - *BRE (from LH): to support our state mandated Record of Continuous Growth (previously SIP), which outlines our buildings goals, action steps, data, team lead, next steps -- main focus: increase our math and reading scores, with a strong emphasis on SPED needs. This committee is scheduled to meet two times a month, except in a month such as December, then one meeting. Frequent calls with our advocate to discuss action steps, results, etc also assist this effort.*
 - *MS/HS: to support the our building level goals in Math and Reading. We will be focusing on the DuFour's four questions to help us throughout the school year. The PLC's Facilitators will be responsible for action planning how the team is going to meet the building, team and individual goals.*

Discussion BRE/MS/HS - Native American funding increase - how is it to be used in a K-12 approach? Helen Blue Redner

From 8-10-15 - What is Gene Stuckles' role? According to members of Q Comp and submitted plan the role of GS was to train Q Comp Facilitators during the 2014-2015 school year for evaluation observers. The position was to sunset during the 2015-2016 school year.

Needs for 2015-2016 and thereafter

Curriculum Development - Target chosen by principals and staff for 2015-2016

A. Reading

B. Mathematics

Set curriculum cycle congruent with state adoption schedule - one year delay so adoption is not wasted by new adoptions.

<http://education.state.mn.us/MDE/EdExc/StanCurri/Curri/>

Areas of HS Study:

Agriculture - No state standards established

Band - No state standards established

Business - No state standards established

Communications - No state standards established

FAC's - No state standards established

Health/Physical Education - National Standards established by MN Dept of Education

Industrial Arts - No state standards established

Mathematics (2007) - STEM - Science 2009, Math 2007, Technology & Language Arts 2012

Physical Education - See HPE

Reading (2010)

Science - Established 2009 implementation 11-12

Social Studies - Revised 2011 - implementation 13-14 - Revising 2018-2019

Vocal Music - No state standards established

World Languages - Self Developed by district

Locally needed:

FAC's

Business

Industrial Arts

Music

World Language

Are YME teachers aware of the standards and are they teaching the standards where they are aligned with state adoption(s)?

Does YME have a STEM? Organized or accidental

Curriculum Development Committee - Task - Establish a six (6) year curriculum cycle, document, that reflects YME needs and is one (1) year past state adoption dates.

Year 1 Investigate past results, determine future needs and narrow field of potential curriculum items

Year 2 Investigate a narrowed curriculum items field and recommend curriculum purchase(s)

Year 3 Learn and implement newly adopted curriculum and compare to state standards for effectiveness

Year 4 Evaluate newly implemented and adopted curriculum as compared to ideals previously established and comparison to state MCA testing results/targets

Year 5 Continue year 4 activities and data mining

Year 6 Continue year 4-5 activities and data mining.

(Elementary teachers are challenged by their involvement in all six years of cycle every year.)

Determine the need and or want for the Work/Maintenance request list.

Meeting Agenda

- I. Call to Order – Cliff Carmody
- II. Welcome and Introductions
- III. Agenda Review – Additions
- IV. Topics for Discussion
 - a. PACT parent-school engagement grants and Bush Truancy Grant Updates – Debb Sheehan
 - b. CRDC Survey: Purpose of the survey, just completed it 2 years ago, are others done? (Sherri Broderius)
 - c. Negotiations Update: Where are you at?
 - d. Principal Question: “I have a parent of a 3rd grade female student requesting her daughter use the boys’ bathroom in this coming year – what should I do?”
 - e. Meeting Date Potential Conflict (September 29, 2015)
- V. MASA Region 3 Update – Renae Tostenson
- VI. SW/WC Service Cooperative Updates
 - a. Referral Process and Program Updates/Numbers – Tish Kalla
 - b. Project Search – Tish Kalla
 - c. Special Education Law Conference – Nov. 9-10, 2015 – Mary Palmer
 - d. MDE Regional Meeting – Cliff Carmody
 - e. Marshall Office Update – Cliff Carmody
 - f. Superintendent Executive Council Update – Cliff Carmody
- VII. 2015-16 Meeting Dates:

Month	Date	Event Time - - 10:00 am – 12:00 pm (lunch 12-1 p.m.)	Comments: Last Tuesday of Month
September	29	Superintendents Meeting – <i>The Oaks</i>	
October	27	Superintendents Meeting – <i>The Oaks</i>	
November	24	Superintendents Meeting – <i>The Oaks</i>	
January	26	Superintendents Meeting – <i>The Oaks</i>	
February	23	Superintendents Meeting – <i>The Oaks</i>	
March	29	Superintendents Meeting – <i>The Oaks</i>	
April	26	Superintendents Meeting – <i>The Oaks</i>	
May	24	Superintendents Meeting – <i>The Oaks</i>	



Update of five county initiatives to prevent/reduce truancy

Specific initiatives funded by the Bush Initiative Grant

Kandiyohi County:

- Providing truancy circles as a diversionary approach
- Funding an AmeriCorps position that will supplement the truancy position in county social services tied to truancy reduction/prevention.

McLeod County:

- Sending teams of high school/middle school administrator, social worker and teacher to a full-day training (October 6) on "Check and Connect" -- an evidence-based truancy reduction program developed by the University of Minnesota.
- Elementary schools will be allocated \$200 per building to set up initiatives around truancy prevention for students and/or parents.
- Developing two videos tied to truancy prevention.

Meeker County:

- Developing a sustainable Attendance Advocate position to work with the schools and the County Attorney's office to meet with students, families, and school staff in keeping kids connected and off the truancy ledgers. Their team is presenting a proposal to County Commissioners to keep this funded even after the grant is expended.

Renville County:

- Sending teams of high school/middle school administrator, social worker and teacher to a full-day training (October 6) on "Check and Connect" -- an evidence-based truancy reduction program developed by the University of Minnesota.
- Elementary schools will be allocated \$200 per building to set up initiatives around truancy prevention for students and/or parents.
- Developing county-wide prevention messaging to be dispersed throughout the county in different sites and locations to show county-wide support for kids going to school every day.

Yellow Medicine County:

- Hired a School Resource Officer to have a "presence" at Yellow Medicine East School to connect with students and support attendance.
- Using some funds to support a truancy circle program.

All five counties:

- Developing a handbook that outlines the process in each county relative to 0-3, 3-5, 5-7, and 7 or more unexcused absences. What schools are doing at each of these phases, who and when to contact county social services, when the county attorney gets involved and legal processes.
- County meetings for administrators, social workers/counselors, and social services hosted by county attorneys to outline the process and connect face to face.
- Positive attendance messages being sent to principals that can be sent/forwarded to teachers, parents and students. These messages are being individualized as much as possible to assure that they can be used with very little additional time or information needing to be added.

ISD 2190 - BOARD OF DIRECTORS'
AGENDA ANALYSIS

AGENDA ITEM 9.1

MEETING DATE September 14, 2015

SUBJECT Amended Student Handbook - Security

BOARD ACTION Required X

SCHEDULED REPORT X

INFORMATION Supplied or presented _____

BACKGROUND/RATIONALE:

The final security protocol was not determined at the time of August 11, 2015 board meeting. The building security has been finalized and the protocol agreed upon for both buildings.

PRESENTER(S): Principals

COMMITTEE:

EXECUTIVE DIRECTOR'S RECOMMENDATION:

Recommend support, adoption and publication.

ISD 2190 - BOARD OF DIRECTORS'
AGENDA ANALYSIS

AGENDA ITEM 10.2
MEETING DATE September 14, 2015
SUBJECT Approval of Additional ECFE Class

BOARD ACTION Required x
SCHEDULED REPORT
INFORMATION Supplied or presented

BACKGROUND/RATIONALE:

The board of education has established its interest in meeting the needs of as many ECFE students as possible. The discussion of December 8, 2014 clearly determined this interest.

The 2015 legislature and governor passed additional funding for Early Childhood Education. With more than a dozen families on the waiting list, prior to the signing of the Omnibus Education Act, there was a clear indication of need.

The class will be held on Tuesday and Thursday and will be revenue neutral.

The FY15 School Readiness aid was \$13,088.02. FY16 is \$27,049.76 for an additional \$13,961.74.

The FY15 Early Scholarship funding was \$24,115. FY16 is \$37,500 so the additional is \$13,385. This replaces what parents would have to pay but does create additional scholarships for more students.

PRESENTER(S):

COMMITTEE: Superintendent, Community Education Director and ECFE Instructor.

EXECUTIVE DIRECTOR'S RECOMMENDATION:

Recommend Support.

ISD 2190 - BOARD OF DIRECTORS'
AGENDA ANALYSIS

AGENDA ITEM 10.3

MEETING DATE September 14, 2015

SUBJECT Set Meet and Confer Dates for 2015-2016

BOARD ACTION Required X

SCHEDULED REPORT _____

INFORMATION Supplied or presented _____

BACKGROUND/RATIONALE:

Definition of the meet and confer process: An informal process through which labor and management work together to solve or avoid problems, or strive to improve the working environment.

- Adjunct to, but not a substitute for the collective bargaining process.
- Improve communication, attitudes, trust and the short and long term relationship.
- Established by contract and PELRA "for the purpose of reviewing and discussing their (labor/management) common interests."

Meet and Confer is established by the "Public Employment Labor Relations Act" P.E.L.R.A. Chapter 179A of the Minnesota Statutes and the MAPE/State of Minnesota contract.

In the Articles of: M.S. 179A.03 Subd. 10 defines "Meet and confer" as the exchange of views and concerns between employers and their employees.

M.S. 179A.06 Subd. 4. Meet and confer: Professional employees have the right to meet and confer under section 179A.08 with public employers regarding policies and matters other than terms and conditions of employment.

M.S. 179A.07 Subd. 3. Meet and confer: A public employer has the obligation to meet and confer, under section 179A.08, with professional employees to discuss policies and other matters relating to their employment which are not terms and conditions of employment. - See more at: <http://www.mape.org/my-mape/meet-and-confer-manual#sthash.NKc1yVef.dpuf>

PRESENTER(S): _____

COMMITTEE: Full Board of Education or Committee

EXECUTIVE DIRECTOR'S RECOMMENDATION:

Required by status of contract and PELRA.

ISD 2190 - BOARD OF DIRECTORS'
AGENDA ANALYSIS

AGENDA ITEM 10.4

MEETING DATE September 14, 2015

SUBJECT Approve Levy for MRVED sprinkler correction

BOARD ACTION Required x

SCHEDULED REPORT

INFORMATION Supplied or presented

BACKGROUND/RATIONALE:

Good Morning Supers!

Thanks for a great day yesterday! As mentioned previously, our sprinkler system can be levied for under the new LTMF. I have the paperwork completed and am sending it into MDE today.

Attached is the allocations that will be going on your levy and our 10 year plan -- that as of now just has this one project. As per the contractor, there may be a 10% increase due to delaying the project, so the amounts are 10% higher than my previous email. Please know that these amounts are stackable and do not affect your PPU allocation, unless you are not spending it all.

ACTION Needed today (tomorrow at the latest): please send an email to Dale Sundstrom dale.sundstrom@state.mn.us stating the following (be sure to put in your district's allocation as found on the attached spreadsheet):

Dale,

Our school district is requesting that [your allocation] be added to our district's levy for FY17 for the Minnesota River Valley Education District's sprinkler project that is being required by the Fire Marshall. We will be bringing this request to our school board in September and will forward you the board's resolution supporting this additional levy along with the board's meeting minutes before September 30th.

Thank you!

Please be sure to cc me on the email. If you have any questions, please contact me.

Thanks!
Karen

Karen Jacobson
Director

This project was brought to the attention of the superintendent advisory group on or about August 12, 2015. As the Fire Marshall has required immediate attention the process did not follow normal process of moving through the MRVED Board of Directors but directly to the superintendents who needed to act within the week of 8-12-15, in order that Levy calculations could be included by MDE.

PRESENTER(S): Superintendent Clark

COMMITTEE: _____

EXECUTIVE DIRECTOR'S RECOMMENDATION:

Recommend Support.

Resolution for the Approval of the Minnesota River Valley Education District's Long Term Maintenance Plan and Levy.

WHEREAS, the School District, ISD 129, is a member of the Minnesota River Valley Education District (MRVED);

WHEREAS, the School District receives benefit from using the MRVED building for professional development activities and/or has students attending the Area Learning Center;

WHEREAS, the Minnesota Fire Marshall ordered upgrades which included the dropping of sprinkler heads to below the suspended ceiling;

WHEREAS, through the Long Term Facilities Maintenance (LTFM) legislation, local districts can add to their levy for building maintenance and health and safety projects for education districts;

THEREFORE, BE IT RESOLVED by the School Board of Independent School District #129 to approve the MRVED's ten year LTFM plan, with the sprinkler project currently being the only project in that plan, and add the sum of \$6,606.60 to the School District's FY 2017 levy.

Director _____ introduced and moved the adoption of the resolution and it was duly seconded by Director _____.

Upon a roll call vote, the following voted "Aye" _____;

The following voted "Nay" _____;

And the following "Abstained" _____;

The motion passed/failed On a _____ to _____ vote.

ISD 2190 - BOARD OF DIRECTORS'
AGENDA ANALYSIS

AGENDA ITEM 10.6

MEETING DATE September 14, 2015

SUBJECT Approve employee activity pass for 2015-2016

BOARD ACTION Required x

SCHEDULED REPORT

INFORMATION Supplied or presented

BACKGROUND/RATIONALE:

Last year employees were provided an eight (8) punch pass that was to be picked up when completely used up. There were no passes completely used.

In order that employees are encouraged to attend school activities, the issuance of an employee (only) pass be given to all regularly employed members of the district. This card would allow the employee holder to free admittance to YME activities.

This may help encourage employees' attendance and support of Sting Activities

PRESENTER(S):

COMMITTEE: Superintendent and Activities Director

EXECUTIVE DIRECTOR'S RECOMMENDATION:

Recommend Support

ISD 2190 - BOARD OF DIRECTORS'
AGENDA ANALYSIS

AGENDA ITEM 10.5

MEETING DATE September 14, 2015

SUBJECT YME Mentorship Program and related document

BOARD ACTION Required x

SCHEDULED REPORT

INFORMATION Supplied or presented

BACKGROUND/RATIONALE:

Participation in Q Comp and professional standards indicate effective schools have a Mentorship Program. Mentor programs are established to pair new teachers with senior teachers for the purpose of orientation and retention of new employees.

It is the goal of YME administration to implement this program with two expectations. The first expectation is there is ongoing conversation and meetings between the mentor and the new employee. The second goal is to reward the mentor for time, cooperation and outcomes that benefit the new employee and the district.

PRESENTER(S): Administrators

COMMITTEE:

EXECUTIVE DIRECTOR'S RECOMMENDATION:

Recommend Support

TO Board of Education, Finance Director, HR/Payroll, Principals
FROM Rick Clark, Ed.D., Superintendent of Schools - *Rick Clark*
RE Mentorship Program - Protocols for 2015-2016
DATE August 20, 2015

The purpose of the Mentorship program is stated on the attached document. The purposeful instruction, collaboration and retention of new staff at YME is paramount for the long term success of staff and performance.

New staff are either previously tenured or non-tenured. Non-tenure staff are usually novice to the profession and more likely to be very uncomfortable with their new surroundings. The non-tenured staff will become more comfortable, more efficient and more effective when provided a peer confidant.

- Principals shall determine a pool of mentor candidates, request their participation and give advice to potential mentors.
- Principals shall assign mentors to mentees as soon as possible following new employment
- Each Mentor and Mentee shall be provided the document titled Mentorship Program, approved by the board of education on September 14, 2015
- Mentor and Mentee shall complete the form titled Yellow Medicine East Mentor-Mentee Meeting Document Form.
- Mentor and Mentee shall sign the aforementioned document in May of the assignment year and turn said document to the HR/Payroll Office.
- Mentors shall be paid in three (3) equal installments. October, January and June
- Rate of payment is listed on the Mentorship Program Document

Payment for Mentors shall be charged in the following manner:

50 percent to district Staff Development Account

50 percent to building Staff Development or prorated to buildings as assignment may require

Mentee _____

Mentor _____

School Year _____

Mentorship Program

Mission

The mission of the Mentorship Program is to assist teachers in developing skills that help them become more effective and successful professionals who positively impact student achievement. The professional growth and development of mentors and mentees benefits students, staff, and the school climate.

Mentoring Confidentiality

- Mentors provide a confidential and supportive environment that gives the personal and professional support necessary to help new teachers stay committed to teaching
- Mentor and mentee develop and maintain an atmosphere of trust and good faith

Mentorship Goals

As Provider of Information

- Meet as needed with mentee to discuss everyday concerns (discipline, schedules, procedures, where to get materials, etc.)
- Inform mentee about professional opportunities (in-services, college classes, renewal unit opportunities, staff development, etc.)
- Help mentee make connections to the communities of Yellow Medicine East

As Collaborator

- Help the mentee with goal setting and data analysis (SMART, professional, personal)
- Demonstrate effective teaching techniques and/or arrange for observations of other teachers to maximize teacher's growth and development
- Meet with mentee formally and informally

Mentee's Responsibilities

1. The Mentee has the responsibility to fully participate and be receptive to the mentoring process.

Mentorship Program Expectations

1. Meet with mentee prior to the start of school to answer questions and assist with concerns.
2. Provide a district tour as needed.
3. Mentee will share their classroom expectations, procedures and discipline plan with their mentor. prior to the start of school, or shortly after the start of the school year.
4. Mentee will meet with mentor at least once a month.
5. Mentor will serve as a source of information to the mentee that includes but is not limited to: district policies, building expectations, curriculum needs, classroom management, special education policy and any other items deemed necessary by the mentee and/or mentor.
6. Using the attached documentation form, the mentee and mentor will document activity and meetings throughout the school year, that are relevant to the expectations as outlined in this document. Meeting times beyond 10 different sessions, spread throughout the school year, do not need to be documented.

Mentor Compensation

- New teacher - 9 years of experience: mentor will be paid \$750/year.
- 10 year of experience or more: mentor will be paid \$500/year.

Mentor Expenses and Release Time

Expenses and release time related to mentoring will be discussed and approved by the building principal.

Additional Information

If either the mentee or mentor has a concern about the mentoring process, he/she should contact the building administrator. The building principal will help to seek possible solutions.

Mentor - Mentee Agreement

Mentor (Signature) _____

Mentee (Signature) _____

Date _____

Contract between Yellow Medicine County and Independent School District 2190 (Yellow Medicine East School) for Specific Election Services

This is a contract between the County of Yellow Medicine ("County") and Independent School District 2190 – Yellow Medicine East School ("School District") for the provision of specific election services by Yellow Medicine County.

I. Duration of Contract

This contract will be in effect for the period beginning September 1, 2015 and ending on January 1, 2016, and will apply to the election held on November 3, 2015.

II. County Responsibilities

Except as otherwise provided in this contract, the County will provide the following duties:

- A. Administer absentee voting for All Counties within the School District
 - a. Includes Chippewa, Lac Qui Parle, Redwood and Renville County applicants
 - b. Organizing healthcare facility outreach where election judges provide scheduled/onsite voting services during the 20 days prior to the election.
- B. Coordinate absentee ballot board activities for All Counties
 - a. Includes Chippewa, Lac Qui Parle, Redwood and Renville County applicants

III. School District Responsibilities

- A. Provide necessary claim forms for election judge payment for healthcare facility outreach and process said claim forms as appropriate.

IV. Insurance

During the term of this contract, the School District will maintain, through commercially available insurance or on a self-insured basis, property insurance coverage on the electronic voting systems for the repair or replacement of the voting equipment if damaged or stolen. The School District is responsible for any deductible under its policy. Otherwise, each party hereby waives and releases the other party, their employees, agents, officials and officers from all claims, liability and causes of action for loss, damage to or destruction of the waiving party's property resulting from fire or other perils covered in the standard property insurance coverage maintained by the parties. Furthermore, each party agrees that it will look to its own property insurance for reimbursement for any loss and shall have no rights of subrogation against the other party.

V. Indemnification

Each party to this contract will defend, hold harmless and indemnify the other parties, their officials, agents and employees from any liability, loss and damage it may suffer as a result of demands, claims, judgments or costs including, but not limited to, attorney's fees and disbursements, arising out of or related to the indemnifying party's performance or failure of performance under this contract. This provision shall not be construed nor operate as a

waiver of any applicable limits of or exceptions to liability set by law. This provision will survive the termination of this contract.

VI. Legal Representation

The County Attorney's Office shall advise and represent the County in all election-related matters, and the School District Attorney shall advise the School District on election-related matters. In addition, the School District's Attorney shall assist and cooperate with the County Attorney's Office as may be reasonably requested concerning matters covered by this Contract.

VII. Election Costs and Payments

The School District shall make a payment to the County within thirty (30) days of the date on which the invoice is received. The School District will be charged \$3.00 per absentee application processed. This amount includes the cost of absentee voting envelopes and associated postage, as well as replacement ballots as needed. The School District will also be charged a flat fee of \$150.00 to cover extended office hours on the Saturday and Monday just prior to the November 3rd election date.

These costs do not include election judge salaries and expenses as necessary to provide healthcare facility outreach voting services. The School District is responsible for all election judge salaries and expenses related to School District election and will provide the forms and processing necessary for payment to each judge.

VIII. Independent Contractor

It is agreed that nothing in this contract is intended or should be construed as creating the relationship of agents, partners, joint ventures or associates between the parties hereto or as constituting the County as the employee of the School District for any purpose or in any manner whatsoever. The County is an independent contractor, and neither its employees, agents nor its representatives are employees of the School District. From any amounts due the County, there shall be no deductions for federal income tax or FICA payments nor any state income tax, nor for any other purposes which are associated with an employer-employee relationship unless required by law. Payment of federal income tax, FICA payments and state income taxes are the responsibility of the County.

IX. Data Practices

All data created, collected, received, maintained or disseminated for any purpose in the course of this contract is governed by the Minnesota Government Data Practices Act, any other applicable statute or any rules adopted to implement the Act or statute, as well as federal statutes and regulations on data privacy.

X. Entire Agreement

This contract shall constitute the entire agreement between the parties and shall supersede all prior oral and written negotiations. This contract cannot be changed altered or changed except as provided in a written agreement signed by all parties.

IN WITNESS WHEREOF, The parties hereto have hereunto set their hands.

COUNTY OF YELLOW MEDICINE

INDEPENDENT SCHOOL DISTRICT 2190
- YELLOW MEDICINE EAST SCHOOL

By: 

GREG RENNEKE, CHAIR

By: _____
SCHOOL BOARD CHAIR

Dated: 9-8-15

Dated: _____

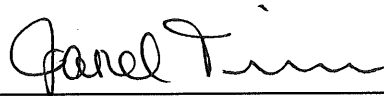
ATTESTED BY:


PEG HEGLUND, COUNTY ADMINISTRATOR

By: _____
SUPERINTENDENT

Dated: 9-8-15

Dated: _____

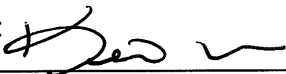
By: 

JANEL TIMM,
PROPERTY & PUBLIC SERVICES DIR.

Dated: 9-8-15

APPROVED AS TO FORM & EXECUTION

APPROVED

By: 

KEITH HELGESON,
COUNTY ATTORNEY

By: _____
SCHOOL DISTRICT ATTORNEY

Dated: 9-8-15

Dated: _____

REQUEST TO HAVE A FIELD TRIP

Date Submitted: 3-23-15

Submitted by: Mr. Iverson

For (class/group): YME Band and Choir (Grades 9-12)

Date of Trip: March 2016

of Students Attending:

Approx. 60

Is this a single day or an overnight trip? Overnight

****5 nights in hotel while in Florida**

**** overnights on bus while on the way down and on the way back**

Trip Coordinator: Mr. Iverson & Mrs. Castiglione

**Chaperones: Mr. Iverson, Mrs. Castiglione, and music parents
(application procedure in place) Chaperone to student ratio 1:10**

Cell phone/contact person in case of emergency: 320.250.6743

Estimated costs of trip: \$900 for students

Budget Code for expenses: Student Account #261

Is there a fee for student participation (amount): \$900

Summary of trip intent & how it ties into your program:

YME music students have performed at Disney World before. They get a professional experience and perform at one of the top entertainment locations in the world. Students have the opportunity to hear other Disney groups and other students groups that are performing for Magic Music days as well.

Trip Itinerary:

4 days at Disney, 1 day at Universal (exact itinerary will be submitted to principal after auditions and placement has been submitted by Disney)

Note: Exact dates will be chosen when the 2015-2016 school calendar is approved

Tentative: March 18 (depart in the evening - students will be in school) through March 26 (arrive before Easter Sunday)

AUG 31 2015

August 31, 2015

Dr. Rick Clark, Superintendent
Yellow Medicine East
450 9th Avenue
Granite Falls, MN 56241-1399

Dear Superintendent Clark:

This letter is to inform you that Yellow Medicine East has been identified by the Minnesota Department of Education for a desk review of the district's English Learner (EL) Plan of Service.

Minnesota law requires that a district that enrolls one or more English learner must implement an educational program that includes at a minimum:

1. Identification and reclassification criteria for English learners and program entrance and exit criteria for English learners must be documented by the district, applied uniformly to English learners, and made available to parents and other stakeholders upon request.
2. A written plan of services that describes programming by English proficiency level made available to parents upon request. The plan must articulate the amount and scope of service offered to English learners through an educational program for English learners.

[Minn. Stat. § 124D.61 General Requirements for Programs](https://www.revisor.mn.gov/statutes/?id=124D.61)

(<https://www.revisor.mn.gov/statutes/?id=124D.61>)

Please submit the EL Plan of Service by October 30, 2015. The enclosed document provides details about the process of the desk review, directions for submitting the plan, and the rubric MDE will be using to evaluate the plan.

We look forward to working with Yellow Medicine East as a partner for the achievement of English learners. If you have any questions about this review process, contact Julie Chi at julie.chi@state.mn.us or 651-582-8444.

Sincerely,



Leigh Schleicher, Supervisor
Division of Student Support

Enclosures

English Learner Plan of Service

Desk Review Procedures

The Minnesota Department of Education's (MDE) English Learner (EL) Education Program strives to ensure equity and access to a high-quality education for ELs to reach their highest potential. MDE supports local education agencies (LEAs) to develop, implement and evaluate research-based language instruction education programs for ELs to attain English proficiency and achieve state academic content standards.

Minnesota law requires that a district that enrolls one or more English learner must implement an educational program that includes at a minimum:

1. Identification and reclassification criteria for English learners and program entrance and exit criteria for English learners must be documented by the district, applied uniformly to English learners, and made available to parents and other stakeholders upon request.
2. A written plan of services that describes programming by English proficiency level must be made available to parents upon request. The plan must articulate the amount and scope of service offered to English learners through an educational program for English learners.

[Read Minnesota Statutes, section 124D.61 for full text of requirements](https://www.revisor.mn.gov/statutes/?id=124D.61)
(<https://www.revisor.mn.gov/statutes/?id=124D.61>)

An LEA with a well-articulated plan that is clearly communicated to all stakeholders has a blueprint from which to appropriately identify ELs and implement services that effectively address the needs of its ELs. Through the writing and submission of the EL Service Plan, LEAs will have the opportunity to clearly document their policies and procedures with regard to English learners and receive feedback from the MDE. Desk monitoring, which consists of EL Plan of Service reviews, in addition to onsite reviews, will ensure that all LEAs will be monitored for compliance with greater frequency. This information will be used by MDE to more effectively evaluate and support LEAs' efforts to continuously improve educational outcomes for ELs.

Districts must submit their EL plan of service on the date listed in the letter it receives upon request by the EL Specialist at the MDE. The plan will be reviewed based on the *English Learner Plan of Service Rubric* (See Appendix B). Although there is no mandated format for the plan of service, it is recommended to follow the rubric's elements when organizing the plan. The plan must fulfill the "meets requirements" criteria in all three categories to be considered adequate. Plans that do not meet requirements in all categories must be revised and resubmitted to MDE within 60 calendar days from the date feedback was received.

The information on the following pages provides instructions for the desk review process.

Desk Review Selection Criteria

MDE selects LEAs for English Learner Plan of Service Review using the following criteria (listed in order of priority):

1. Number of years not making annual measurable achievement objectives (AMAO).
2. High risk factors, including findings on record or unresolved monitoring issues.
3. Request or formal complaint.
4. Frequency – ensuring that each LEA enrolling ELs receives technical assistance more frequently.
5. Diversity of type of LEAs: independent school districts, charter schools, LEAs with state funded EL programs, LEAs with Title III funded EL programs
6. Diversity of geographic representation and demographics of LEAs.

Desk Review Timeline

MDE requests plans of service from selected districts each year. The following timeline shows the 60-calendar-day period between due dates.

Timeframe	Action
August 31, 2015	MDE notifies LEA by phone and email of selection for English Learner Plan of Service desk review.
October 30, 2015	LEA submits English Learner Plan of Service to MDE for desk review.
December 29, 2015	MDE submits feedback of compliance or non-compliance to LEA.
Between December 29 and Feb. 29	Schedule and receive technical assistance from MDE and/or other sources for any areas that do not meet requirements.
February 29, 2015	For plans that do not meet requirements, LEAs submit revised English Learner Plan of Service.

EL Plan of Service Components

1. Cover page: See Appendix A. Note that an electronic copy of the cover page will be sent to the district via email to facilitate completion.
2. Description of English learner identification criteria and procedures (See Appendix B)
3. Description of English learner program(s), amount and scope of service (See Appendix B)
4. Description of English learner exit criteria and reclassification plan (See Appendix B)

Since the evidence to be provided is likely to already be in place and in use, the work of putting together the plan of service may simply require organizing the materials into an order consistent with the rubric in Appendix B. While some districts submit outlines and charts, others submit staff or parent EL handbooks. Any format is acceptable as long as it clearly provides evidence of numbers two through four above. To view samples, it is recommended to search district websites as many post their plans of service on their websites.

ENGLISH LEARNER PLAN OF SERVICE

Appendix A
COVER PAGE

DISTRICT IDENTIFICATION INFORMATION
Date of Review:
District Name:
Contact Name:
Contact Email:
Position:
Contact Phone Number:

Instructions: The district will receive an electronic copy of this cover page to facilitate completion. Please submit this cover page along with the district's Plan of Service. Attach any forms or other evidence of compliance.

Materials may be submitted on paper or electronically to the following addresses.

Return to:
Minnesota Department of Education
Division of Student Support
Attn: Julie Chi
1500 Hwy 36 West
Roseville, MN 55113

Submit Electronically:
julie.chi@state.mn.us

Note: Materials on the district website may be noted directly within the plan of service. Please include an active hyperlink in the document where appropriate.

Appendix B (To be completed by MDE)

ENGLISH LEARNER PLAN OF SERVICE RUBRIC

PART I. ENGLISH LEARNER IDENTIFICATION CRITERIA AND PROCEDURES

Element	Does Not Meet Requirements	Meets Requirements	Recommended Best Practice
A. Initial Identification ¹	The procedure for initial identification and MARSS ² classification of ELs is incomplete, unclear, or not applied uniformly.	The procedure for initial identification and MARSS classification of ELs is clear and applied uniformly.	The procedure includes a detailed description of each step in the process including timeframe and personnel responsible.
B. Ongoing Identification ³	The procedure for ongoing identification and MARSS classification of ELs is incomplete, unclear, or not applied uniformly.	The procedure for ongoing identification and MARSS classification of ELs is clear and applied uniformly.	The procedure includes a detailed description of each step in the process including timeframe and personnel responsible.
C. Overall Identification Measures	Measures included are not developmentally appropriate, not used as intended, or don't include some grades. Only subjective measures are included.	Measures included are developmentally appropriate and address K-12 grade level spans. Objective measures are included.	Measures address native language literacy and/or former schooling. Training or requirements for conducting assessments are described.
D. English Language Proficiency Measures	Measures described do not assess English language proficiency.	English language proficiency measures are specified.	Measures address all domains of English language proficiency.
E. Identification Criteria ⁴	Criteria such as specific scores on assessments are unclear, are unspecified, or exclude groups of students. It is unclear how multiple measures are coordinated or prioritized.	Criteria such as specific scores on assessments are clear and specified. If multiple measures are used, it is clear how they are coordinated or prioritized.	Description of eligibility criteria includes an explanation of how the district will maintain documentation of student results.
F. Communication of Identification Criteria and Procedures ⁵	Identification procedures are not available or difficult to obtain, or not accessible to parents or other stakeholders.	Identification procedures are readily available and accessible to parents and other stakeholders.	Information is available in multiple formats, developed specifically for different stakeholders, and in appropriate languages.

¹ Initial identification refers to the process to identify ELs who newly enroll into the district.

² MARSS: Minnesota Automated Reporting Student System.

³ Ongoing identification refers to the processes to transition EL students from one year to the next and to identify students who are not initially identified when they first enroll but language concerns arise after schooling begins or additional information becomes available.

⁴ Procedures must be developed for all students and may not exclude particular groups of students such as students with disabilities. Coordination refers to how multiple criteria are used together including how many need to be met for eligibility. Prioritization refers to how measures are weighted or sequenced in review to determine eligibility.

⁵ Accessibility refers to provisions to make the information understandable (e.g. explained or translated).

PART II. ENGLISH LEARNER PROGRAM(S), AMOUNT AND SCOPE OF SERVICE

Element	Does Not Meet Requirements	Meets Requirements	Recommended Best Practice
A. English Learner Programs ⁶	Programs for English learners are inadequately described.	Program(s) for English learners are clearly described, address English language development standards ⁷ , and specify program type or model.	English Learner Program description articulates educational goals for the program, includes guiding principles, and/or references current research on second language acquisition.
B. Amount and Scope of Service ⁸	The plan does not describe the amount and scope of service or the description is not aligned with different proficiency levels.	The plan describes the amount and scope of service for students at all proficiency levels.	The plan articulates how EL programming addresses English Language Proficiency (ELP) standards at all levels. The amount and scope of service is relative to previous formal schooling. The plan includes guiding principles and current research.
C. Communication of English Learner Programs ⁹	Program information is not available and accessible to parents and other stakeholders. The stakeholders are not identified or description is incomplete.	Program information is available and accessible to parents and other stakeholders.	Program information is available in multiple formats, developed specifically for different stakeholder groups, and in appropriate languages.

⁶ For a list of Language Instruction Education Programs see the [National Clearinghouse for English Language Acquisition Fact Sheets](http://www.nclae.org/resources/fact-sheets) (<http://www.nclae.org/resources/fact-sheets>) or *English Learner Program Models* which can be found at [English Learner Education Guidelines](http://www.nclae.org/resources/guidelines).

⁷ According to [Minnesota Administrative Rule 3501.1200 SCOPE AND PURPOSE](#): *The purpose of these standards is to establish statewide standards for English language development that govern the instruction of students identified as English learners under Minnesota Statutes, sections 124D.58 to 124D.65. Minnesota standards for English language development are the current standards developed by the World-Class Instructional Design and Assessment (WIDA) consortium.*

⁸ Amount of service refers to how much time in a language instruction education program a student receives on a regular basis (e.g. 30 minutes daily, 50 minutes every other day, 2 courses per semester, etc.). Scope of service refers to the context of language development and may include program or curriculum (e.g. daily sheltered science instruction, bilingual paraprofessional support within language arts, etc.). EL services may be articulated for each of the six different WIDA proficiency levels or a more generalized grouping (e.g. beginner, intermediate, advanced) as long as the proficiency level groupings are defined and relate to the WIDA proficiency levels (e.g. beginner = WIDA levels 1 and 2 or intermediate = ACCESS scores 2.0 – 3.5).

⁹ Accessibility refers to how information is relayed to stakeholders (e.g. brochures at student intake, handbooks on district website for staff, informational meetings for parents, etc.) and made understandable to the stakeholder (e.g. level of language used for students, translations for parents, etc.).

PART III. ENGLISH LEARNER EXIT CRITERIA AND RECLASSIFICATION PLAN

Element	Does Not Meet Requirements	Meets Requirements	Recommended Best Practice
A. Exit and Re-classification ¹⁰	The exit procedures, including MARSS reclassification of ELs, are unclear, not applied uniformly, or incomplete.	The exit procedures, including MARSS reclassification of ELs, are applied uniformly and are clear.	The exit procedures, including MARSS reclassification of ELs, are applied uniformly, include a timeframe, and describe a transition process before students are reclassified.
B. Exit Measures	Measures used for exiting are not developmentally appropriate, only subjective, or not used as intended.	Measures used for exiting are developmentally appropriate, used as intended, and include objective measures.	Measures used for exiting are developmentally appropriate and address standardized content achievement as well as language proficiency.
C. Exit Criteria	Exit criteria such as specific scores on assessments are unclear, and/or unspecified or exclude groups of students such as students with disabilities, grade levels, etc.	Exit criteria such as specific scores on assessments are clear and specified for all grade levels. If multiple measures are used, it is clear how they are coordinated or prioritized.	Exit criteria address all domains of English language proficiency. Description of exit criteria includes an explanation of how the LEA will maintain documentation of student results.
D. Communication of Exit Criteria and Procedures	Exit and reclassification procedures are not available and accessible to parents and other stakeholders.	Exit and reclassification procedures are available and accessible to parents and other stakeholders.	Information is available in multiple formats, developed specifically for different stakeholder groups, and in appropriate languages.

¹⁰ Exit refers to when a student meets criteria for English language proficiency and no longer needs EL services so EL instruction is discontinued. A student may be exited from a language instruction education program during the school year (*usually after a marking period*). Reclassification refers to when a student is reclassified as not EL in MARSS. A student may only be reclassified at the end of one school year for the following school year. Transition refers to the period, if any, between when a student is exited from a language instruction education program and when a student is reclassified in MARSS. During the transition period, a student's success without language support may be tracked (*via grades, assessments, documented teacher reviews, etc.*) to inform whether EL services should resume or if the student should be reclassified as not EL for the following school year.

MINNESOTA • REVENUE

August, 20, 2015

TO: County Auditor

FROM: Minnesota Department of Revenue: Property Tax

SUBJECT: Notification to the County Auditor of the Filing in Tax Court under Chapter 271 for the 2015 Utility Property Tax Valuation – Otter Tail Power Co. v. Commissioner of Revenue

This memorandum pertains to the Notice of Appeal served upon the Commissioner of Revenue on July 15, 2015 as referenced above.

Otter Tail Power Co. has appealed to the Minnesota Tax Court the Commissioner of Revenue's ordered or recommended property values for tax year 2015 for taxes payable in 2016, as authorized under Minnesota Statutes §273.372. The Attorney General will represent the Commissioner of Revenue in the appeal.

If you have questions regarding this notice, or to request an electronic copy of the petition, please contact us at sa.property@state.mn.us or 651-556-6105.



Cynthia Rowley
Director, Property Tax

STATE OF MINNESOTA
COUNTY OF YELLOW MEDICINE

DISTRICT COURT
EIGHTH JUDICIAL DISTRICT

Otter Tail Power Co.

Appellant,

vs.



Commissioner of Revenue

Appellee.

**AFFIDAVIT OF MAILING
Payable 2016**

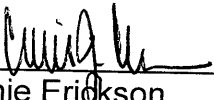
Court File No. _____

STATE OF MINNESOTA)
) SS.
COUNTY OF YELLOW MEDICINE)

Connie Erickson, County Assessor for the County of Yellow Medicine, State of Minnesota, being duly sworn, says that on the 20 day of August, 2015 she was served the following document: Petition for Review under Minnesota Statutes Chapter 273.372 and Chapter 278 of 2011 Real, Personal and/or Operating Property Taxes Payable in 2016 on the following cities, towns and school districts:

- Norman Township-Robert Thielges, Clerk 1736 170th St, Canby, MN 56220
- City of Canby-City Administrator, 110 Oscar Avenue North, Canby, MN 56220
- 891 School District-307 1st St West, Canby, MN 56220
- City of Porter-Kim Jelen, 114 Park Ave, Porter, MN 56280
- Hammer Township-Alan Saltee, Clerk 1726 240th Ave, Canby, MN 56220
- City of St Leo-Shirley Jelen, Clerk 104 N Washington St, St Leo, MN 56264
- Florida Township-Curt Melby, Clerk 2789 120th St, Canby, MN 56220
- Fortier Township-Allen Livermore, Clerk 1097 200th Ave, Canby, MN 56220
- Friendship Township-David Alness, Clerk 4046 220th Ave, Clarkfield, MN 56223
- 2190 School District-450 9th Ave, Granite Falls, MN 56241
- Hazel Run Twp-Shannon Johnson, Clerk 2622 490th St, Hazel Run, MN 56241
- MN Falls Township-Ryan Fromm, Clerk 2404 540th St, Granite Falls, MN 56241
- Omro Township-David Lanners, Clerk 3360 230th Ave N, Minneota, MN 56264
- 378 School District-PO Box 1018, Dawson, MN 56232
- Oshkosh Township-David Swenson, Clerk 2583 270th St, Canby, MN 56220
- Stony Run Twp-Carlee Kling, Clerk 4923 290th Ave, Granite Falls, MN 56241
- Tyro Township-Arlen Koepp, Clerk 2406 350th St, Boyd, MN 56218

by mailing to said cities, towns and school districts a copy thereof, enclosed in an envelope, postage prepaid, and directed to said cities, towns and school districts at the addresses noted above.



Connie Erickson,
Yellow Medicine County Assessor

Subscribed and sworn to before me
this 27 day of August, 2015.



Notary Public

