

# Yellow Medicine East ISD 2190 School Board Meeting Agenda



Monday, September 12, 2016 at 6:00 PM  
Regular Meeting  
YME Board Room - # 113

*Our Mission is: To provide a caring environment of high expectations that prepares every student for a successful future and instills the value of learning.*

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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
6. Consent Agenda - Action
  1. Regular Business
    1. Approval of Regular Meeting Minutes - August 8, 2016 3
    2. Approval of Payment for Claims 5
    3. Approval of Finance Report 20
    4. Annual Approval of Certification of Assurance of Compliance
    5. Approval of Employee Activity Passes 21
  2. Personnel Items 22
    1. Approval of Employment - Paraprofessional - Casey Finken
    2. Approval of Employment - Paraprofessional - Tiffany Tennis
    3. Approval of Employment - Musical Assistant - Jeff Iverson
    4. Approval of Employment - Food Service - Lunch Room Clerk - Nicole Ruff
    5. Approval of Employment - Junior High Football Coach - John McCosh
    6. Approval of Volunteer Coach - Girls Tennis - Karley Weir
    7. Approval of Employment - Long Term Substitute - Band Instructor - Jan Lerohl
7. Reports
  1. District - Dr. Rick Clark, Superintendent

2. Bert Raney Elementary - Lisa Hansen, Principal	23
3. YME Middle/High School - Ryan Luft, Principal	24
8. Written Reports Submitted	
1. MVCC Board Meeting Minutes - August 8 2016	30
2. New Job Description and Service Personnel Transfer - Special Education Assessment Assistant.	32
9. Old Business	
1. Approve the Ratified Contract with MN School Employee Association (MSEA) for 2016-2018	34
10. New Business	
1. Certification of Preliminary Levy 2016 - Payable 2017 - Maximum	57
2. Authorize Transfer of Funds from The General Fund to the Food Service Fund for the FY16 Deficit in Food Service - Effective 6-30-2016	61
3. Change Start Time for December 12, 2016 Board Meeting to 5:00 pm to Avoid Conflict with Holiday Music Concert	62
4. Schedule Truth in Taxation Hearing - December 12, 2016 @ 6:00 pm in conjunction with the regular board meeting at 5:00 pm	63
5. Set World's Best Work Force (WBWF) Public Hearing for Tuesday, November 1, 2016 @ 6:00 pm in the Board Room - Solicit Board Members to be Present for this Committee Meeting	64
6. Resolution to Support Clarkfield Access to Broadband Capacity	65
11. Correspondence	
1. SW/WC Service Coop - Special Enrollment Memo - January 1 2017	66
12. Upcoming Events	
1. Early Dismissal - September 14, 2016 - 2:30 pm - YME District	
2. Finance Committee Meeting - September 20, 2016 - 6:00 pm - YME Board Room	
3. Early Dismissal - September 28, 2016 - 2:30 pm - YME District	
4. Homecoming Week - October 3-7, 2016 - YME District	
5. Early Dismissal - October 5, 2016 - 2:30 pm - YME District	
6. Board Meeting - October 10, 2016 - 6:00 pm - YME Board Room	
7. Education MN Break - No School - October 20-21, 2016 - YME District	
13. Adjourn the Meeting	

**YELLOW MEDICINE EAST ISD #2190  
REGULAR SCHOOL BOARD MEETING MINUTES  
MONDAY, AUGUST 8, 2016 – 6:00 PM  
YME BOARD ROOM**

Vice-Chair Sharon Rupp called the meeting to order.

Roll Call of Board Members Present: Jane Hagert, Sharon Rupp, Tim Opdahl, Steve Zumhofe

Board Members Absent: Dawn Odegard, Steve Rupp, Grant Velde

Community / Staff Members Present: Deb Beckler, LeeAnn Boushek, Liz DeBlicke, Lisa Hansen, Alyssa Johnson, Tim Knapper, Ryan Luft, Kailtyn Mahlum, Denise Streich

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

Board Member Jane Hagert read the YME Mission Statement.

The opportunity to address the Board of Education received no response.

Motion by Jane Hagert, second by Tim Opdahl and carried to approve the following consent agenda items:

- July 11, 2016 regular meeting minutes.
- payment of bills in the amount of \$364,940.37 with checks numbered 16905-17003; and wire transfers in the amount of \$126,145.17 numbered 20160003 – 201600049.
- finance report, as submitted.
- preliminary enrollment report, as submitted.
- Prairie Five Head Start agreement & memo of understanding.
- employment of Steph Fry, Senior Advocate.
- employment agreement with the Non-Non Staff.
- approve the hiring of a part-time ECSE paraprofessional at 13.5 hours per week/60 days per year.

Superintendent Clark reported on storm damage to the school district and the repairs that will need to be made before school starts. Claims have been submitted to our insurance company. Board committee meeting dates will be set for the upcoming school year. Dr. Clark will be in district Tuesday, Wednesday, & Thursday during the 2016-17 school year.

Principal Hansen updated the Board on staffing changes for the 2016-2017 school year and indicated that there will be 3 teachers per grade. Camp Kindergarten is underway and has been well attended. MCA scores were reviewed as well as what is being done to improve our scores and the learning environment at BRE.

Principal Luft shared that Back to School Night is scheduled for August 30, 2016 5-7 pm and student schedules are available online. 6<sup>th</sup> grade Boot Camp will be held on September 1 to introduce students to the MS/HS building. The Summer STEM Academy was a success and exposed students to amazing opportunities. MCA scores were reviewed.

Written reports submitted: ECFE/School Readiness reports as submitted to the Minnesota Department of Education.

Mr. Luft explained the rationale behind the banning of backpack use during the school day and fielded questions on the topic from Board members.

Motion by Tim Opdahl, second by Jane Hagert and carried to ban the use of backpacks during the school day at YME Middle & High School.

Dr. Clark asked the Board to do a review of the strategic plan and establish administrative goal(s) for the 2016-2017 school year that are in agreement with the adopted mission statement.

Discussion regarding charging usage fees to those who pay school fees by credit card determined that past practice will continue, no user fees will be charged to those who pay with credit card.

Motion by Steve Zumhofe, second by Tim Opdahl and carried to rescind the support of the Coach and Advisor Procedure and Policy Guide approved at the July 11, 2016 meeting and to approve the most recently submitted guide.

Motion by Jane Hagert, second by Tim Opdahl and carried to approve the substitute staff rates of pay as follows:  
Teachers: \$105/day; Custodians: \$10/hour; Paraprofessionals: \$10/hour; Kitchen Staff: \$10/hour; Administrative Assistants: \$10/hour.

Upcoming Events:

First Day of School – September 6, 2016

Board Meeting – September 12, 2016 – 6:00 pm – Board Room #113

Early Dismissal – September 14, 2016 – 2:30 pm

Early Dismissal – September 28, 2016 – 2:30 pm

Early Dismissal – October 5, 2016 – 2:30 pm

Board Meeting – October 10, 2016 – 6:00 pm – Board Room # 113

Motion by Tim Opdahl, second by Steve Zumhofe and carried to adjourn the meeting.

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
17016	A&B BUSINESS SOLUTIONS	09/12/2016	319478	copier lease	0	1,492.50	2,262.82
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	
			319478-	COPIER MAINTENANCE	0	770.32	
01 E 005 020 290 000 350				SUPERINTENDENT'S OFFICE//REPAIRS AND MAINTENANCE SVCS/F		115.50	
01 E 100 203 290 000 350				ELEMENTARY GENERAL ED.//REPAIRS AND MAINTENANCE SVCS/FO		231.00	
01 E 300 211 290 000 350				SECONDARY EDUCATION GENERAL//REPAIRS AND MAINTENANCE SV		260.67	
01 E 350 211 290 000 350				SECONDARY EDUCATION GENERAL//REPAIRS AND MAINTENANCE SV		163.15	
17017	ACT	09/12/2016	119252	SPRING 2016	0	2,712.00	2,712.00
01 E 300 710 000 000 461				COUNSELING/GUIDANCE//STANDARDZED TESTS/		2,712.00	
17018	ADAMS MOTOR COMPANY	09/12/2016	121769	REPAIRS-DODGE CARAVAN	0	691.24	691.24
01 E 005 810 193 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		691.24	
17019	ADVOCATE TRIBUNE	09/12/2016	1	FALL SPORTS	0	29.00	2,075.31
01 E 300 292 000 000 899				BOYS/GIRLS ATHLETICS//MISCELLANEOUS EXPENSE/		29.00	
			119178-01		0	1,369.21	
04 E 500 505 000 321 380				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PRINTIN		1,369.21	
			2		0	677.10	
01 E 005 010 000 000 380				BOARD OF EDUCATION//PRINTING/ADVERTISING/		677.10	
17020	ALMICH'S MARKET	09/12/2016	1		0	130.00	438.09
01 E 300 331 000 830 433				FAMILY LIFE SCIENCE (VOC)/VOCATIONAL PROGRAMS/INDIVIDUA		130.00	
			2		0	14.45	
01 E 350 250 000 000 430				FAMILY CONSUMER SCIENCE//SUPPLIES/		14.45	
			3		0	270.19	
01 E 005 010 000 000 899				BOARD OF EDUCATION//MISCELLANEOUS EXPENSE/		270.19	
			4		0	8.48	
02 E 005 770 000 709 490				FOOD SERVICES/SUMMER FOOD SERVICE/FOOD/		8.48	
			5		0	9.19	
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		9.19	
			6		0	5.78	
04 E 500 590 156 321 401				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU		5.78	
17021	AMERICAN WELDING AND GAS, INC.	09/12/2016	1	REPAIRS/CLEANING	0	1,829.93	1,662.39
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		1,829.93	
			11	ADJ REPAIRS - CLEANING	0	-167.54	
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		-167.54	
17022	APEX ENVIROCARE LTD	09/12/2016	16A122	ASBESTOS AIR TESTING WATER DAMAGE	0	739.80	739.80
01 E 005 850 192 302 520				FACILITIES/CAPITAL OUTLAY/BUILDING CONSTRUCTION/STORM D		739.80	
17023	AUS FLOORS & MORE INC.	09/12/2016	20888	ELEM. BATHROOM	0	5,849.08	7,338.88
01 E 005 865 000 379 530				LONG TERM FACILITY MAINT./INTERIOR SURFACES LTFM/EQUIPM		5,849.08	
			20913	WATER DAMAGE- CLASSROOMS	0	1,109.09	
01 E 005 850 192 302 530				FACILITIES/CAPITAL OUTLAY/EQUIPMENT PURCHASES/STORM DAM		1,109.09	
			20913-	MINI BLINDS	0	380.71	
01 E 005 850 000 302 522				FACILITIES/CAPITAL OUTLAY/BUILDING IMPROVEMENTS/		380.71	
17024	BAKER BROS. CONSTRUCTION INC.	09/12/2016	1	PARKING LOT HS	0	250.00	2,020.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 005 865 000 384 520				LONG TERM FACILITY MAINT./SITE PROJECTS LTFM/BUILDING C		250.00	
			2	TRACK SHED	0	1,770.00	
01 E 300 292 000 302 530				BOYS/GIRLS ATHLETICS/CAPITAL OUTLAY/EQUIPMENT PURCHASES		1,770.00	
17025 BECKLER, DEB		09/12/2016	1		0	26.40	26.40
01 E 100 050 000 000 366				PRINCIPAL'S OFFICE//TRAVEL-SCHOOL BUSINESS/		13.20	
01 E 300 050 000 000 366				PRINCIPAL'S OFFICE//TRAVEL-SCHOOL BUSINESS/		13.20	
17026 BENNETT & BENNETT INC.		09/12/2016	1	REG. ROUTES	0	55,521.92	56,512.53
01 E 005 760 000 720 360				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		55,521.92	
			2	FUEL	0	509.33	
01 E 005 760 000 720 360				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		509.33	
			3	BAND RENT	0	30.00	
01 E 300 258 233 000 370				MUSIC//RENTALS AND LEASES/INSTRUMENTAL MUSIC		30.00	
			4		0	67.82	
01 E 100 203 179 733 360				ELEMENTARY GENERAL ED./TRANSPORTATION/NON-AUTHORIZED/TR		67.82	
			5	TENNIS GIRLS	0	383.46	
01 E 300 296 224 733 360				GIRLS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/TRANSPORT		383.46	
17027 BENSON LAUNDRY		09/12/2016	1		0	39.12	39.12
02 E 005 770 000 701 382				FOOD SERVICES/SCHOOL LUNCH/LAUNDRY AND DRY CLEANING/		39.12	
17028 BENSON PUBLIC SCHOOLS ISD #777		09/12/2016	2	FY16 TUITION	0	5,559.75	10,897.11
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL//TUITION TO OTH MN SCH DIST		5,559.75	
			3	FY16 TUITION	0	2,446.29	
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL//TUITION TO OTH MN SCH DIST		2,446.29	
				FY16 TUITION	0	2,891.07	
01 E 998 408 000 000 390				EMOTION/BEHAVIORAL DISORDER//TUITION TO OTH MN SCH DIST		2,891.07	
17029 BILL'S ELECTRIC		09/12/2016	1	HOUSE-REPLACE	0	40.00	2,059.44
				FIXTURE			
01 R 300 361 000 000 619				VOCATIONAL WEIDAUER//HOUSE EXPENSES-CONTRA REVENUE/		40.00	
			10	freezer install	0	2,019.44	
01 E 005 865 000 370 305				LONG TERM FACILITY MAINT./ELECTRICAL LTFM/PROFESSIONAL		2,019.44	
17030 BLICK ART MATERIALS		09/12/2016	6461853		0	667.50	1,420.55
01 E 300 212 000 000 430				ART//SUPPLIES/		667.50	
			6461853-		0	333.75	
01 E 350 212 000 000 430				ART//SUPPLIES/		333.75	
			6462005		0	419.30	
01 E 100 212 000 000 430				ART//SUPPLIES/		419.30	
17031 BORCH'S INC.		09/12/2016	1		0	1,677.60	1,677.60
01 E 300 292 226 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/CROSS COUNTRY		50.00	
01 E 300 294 211 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/FOOTBALL		1,033.20	
01 E 300 296 209 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL		544.40	
01 E 300 296 224 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/TENNIS		50.00	
17032 BREMMER RYAN		09/12/2016	1	CONCESSION STAND	0	611.70	691.70
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		611.70	
			2	ELEM SIDEWALK	0	80.00	
				REPAIR			
01 E 005 865 000 384 305				LONG TERM FACILITY MAINT./SITE PROJECTS LTFM/PROFESSION		80.00	
17033 CARLSON AND STEWART REFRIG.		09/12/2016	38870	STORM	0	2,242.78	2,242.78
				DAMAGE-COOLER NOT			
				WORKING			
01 E 005 850 192 302 520				FACILITIES/CAPITAL OUTLAY/BUILDING CONSTRUCTION/STORM D		2,242.78	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
17034	LEANNE M CARMANY	09/12/2016	1	ART GRANT	0	32.00	32.00
01 E 300 790 153 000 366				WORKSHOPS OTHER PUPIL SUPPORT SERVICES//TRAVEL-SCHOOL BUSINESS/MI		32.00	
17035	CENEX CREDIT CARD	09/12/2016	1		0	327.28	549.99
01 E 005 810 191 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/OUTSIDE MAINTENAN		327.28	
01 E 005 810 191 000 442			2	OPERATIONS AND MAINTENANCE//GAS & OIL/OUTSIDE MAINTENAN	0 222.71	222.71	
17036	CITY OF CLARKFIELD	09/12/2016	15-16	SWIMMING POOL	0	39,584.80	39,584.80
04 E 500 560 000 321 305				EXPENSES RECREATION-SWIM POOL/COMMUNITY EDUCATION/PROFESSIONAL F		39,584.80	
17037	CITY OF GRANITE FALLS	09/12/2016	1		0	20,789.70	20,789.70
01 E 005 810 183 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/SEWER-WATE		3,681.16	
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		16,971.89	
01 E 005 810 191 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/OUTSIDE MA		124.65	
01 E 300 361 000 000 330				VOCATIONAL WEIDAUER//UTILITY SERVICES/		12.00	
17038	CONSUMERS COOPERATIVE OIL CO.	09/12/2016	1		0	81.36	81.36
01 E 005 810 191 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/OUTSIDE MAINTENAN		81.36	
17039	COUNTRYSIDE PUBLIC HEALTH	09/12/2016	5506	kitchen	0	210.00	210.00
01 E 005 865 000 347 305				inspection LONG TERM FACILITY MAINT./PHYSICAL HAZARD CONTROL/PROFE		210.00	
17040	CURE	09/12/2016	1	7/28 MN RIVER	0	280.00	280.00
01 E 005 790 000 313 430				PADDLE OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		280.00	
17041	GFDQ, INC.	09/12/2016	16		0	36.00	36.00
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		36.00	
17042	DANA F. COLE & COMPANY, LLP	09/12/2016	2016	2016 flex	0	564.57	564.57
01 L 215 98				GENERAL FUND/DEDUCTIONS PAYABLE/DED. ADJUSTMENTS		564.57	
17043	DEAN FOODS NORTH CENTRAL, INC.	09/12/2016	1		0	32.98	32.98
02 E 005 770 000 709 495				FOOD SERVICES/SUMMER FOOD SERVICE/MILK/		32.98	
17044	DISCOUNT SCHOOL SUPPLY	09/12/2016	w25918450101	STORAGE UNIT	0	457.69	1,107.74
01 E 100 203 000 302 530				ELEMENTARY GENERAL ED./CAPITAL OUTLAY/EQUIPMENT PURCHAS		457.69	
04 E 500 580 000 325 430			W26057170101	EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E	0 319.19	319.19	
04 E 500 580 000 325 430			W26057260101	EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E	0 330.86	330.86	
17045	DOUG'S SERVICE & MARINE INC.	09/12/2016	26587	MOWER REPAIR	0	111.60	243.10
01 E 005 810 191 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		111.60	
01 E 005 810 191 000 350			26611	TORO REPAIR	0 131.50	131.50	
01 E 005 810 191 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		131.50	
17046	ECOLAB	09/12/2016	8194422		0	164.05	164.05
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		164.05	
17047	ELLISON	09/12/2016	3078127		0	36.00	36.00
01 E 100 203 000 000 899				ELEMENTARY GENERAL ED.//MISCELLANEOUS EXPENSE/		36.00	
17048	EXTREME PANEL TECHNOLOGIES	09/12/2016	JOB#16-274	GREENHOUSE	0	16,695.00	16,695.00
01 E 005 790 100 000 530				OTHER PUPIL SUPPORT SERVICES//EQUIPMENT PURCHASES/BUSH		16,695.00	
17049	FABRICS PLUS	09/12/2016	406481		0	205.00	205.00
01 E 300 331 000 830 350				FAMILY LIFE SCIENCE (VOC)/VOCATIONAL PROGRAMS/REPAIRS A		205.00	
17050	FARMERS UNION OIL CO.	09/12/2016	1		0	151.47	151.47
01 E 005 810 191 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/OUTSIDE MAINTENAN		151.47	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
17051	FITNESS FINDERS	09/12/2016	226143		0	375.91	375.91
01 L	230 33			GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		375.91	
17052	FOOD SERVICES OF AMERICA	09/12/2016	1		0	434.81	434.81
02 E	005 770 000 701 401			FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/		91.83	
02 E	005 770 000 709 401			FOOD SERVICES/SUMMER FOOD SERVICE/GENERAL SUPPLIES/		14.32	
02 E	005 770 000 709 490			FOOD SERVICES/SUMMER FOOD SERVICE/FOOD/		328.66	
17053	STEPHANIE FRY	09/12/2016	1	BUSINESS CARDS	0	14.94	14.94
04 E	500 590 000 321 401			OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU		14.94	
17054	GLOBAL EQUIPMENT COMPANY	09/12/2016	109970400	MATS	0	217.09	217.09
01 L	230 21			GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		217.09	
17055	GOLF TEAM PRODUCTS	09/12/2016	200665A		0	1,466.50	1,496.50
01 L	230 20			GENERAL FUND/DEFERRED REVENUE/ACTIVITIES/ATHLETIC (COKE		1,466.50	
				203359A	0	30.00	
01 L	230 20			GENERAL FUND/DEFERRED REVENUE/ACTIVITIES/ATHLETIC (COKE		30.00	
17056	GRAND RAPIDS ISD #318	09/12/2016	FY16 TUITION		0	191.65	191.65
01 E	998 408 000 000 390			EMOTION/BEHAVIORAL DISORDER//TUITION TO OTH MN SCH DIST		191.65	
17057	GRANITE FALLS AUTO PARTS	09/12/2016	1		0	47.88	326.58
01 E	005 810 193 000 401			OPERATIONS AND MAINTENANCE//GENERAL SUPPLIES/CAR EXPENS		47.88	
				10 belts	0	184.76	
01 E	005 810 000 000 410			OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		184.76	
				2	0	26.76	
01 E	005 810 191 000 410			OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		26.76	
				3	0	67.18	
01 E	005 810 000 000 410			OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		67.18	
17058	GRAPHIC EDGE	09/12/2016	1012287	STING RESALE	0	218.82	886.54
04 E	500 505 000 321 450			COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		218.82	
				1012292 STING RESALE	0	667.72	
04 E	500 505 000 321 450			COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		667.72	
17059	GREAT PLAINS NATURAL GAS CO	09/12/2016	1	BRE	0	218.81	584.28
01 E	005 810 000 000 440			OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		218.81	
				2 hs	0	340.76	
01 E	005 810 000 000 440			OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		340.76	
				3 MAINTENANCE	0	24.71	
01 E	005 810 191 000 440			OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/OUTSIDE		24.71	
17060	GROTH MUSIC	09/12/2016	2519308		0	1,365.95	1,365.95
01 E	300 258 231 000 430			MUSIC//SUPPLIES/VOCAL MUSIC		1,365.95	
17061	HANSEN, LISA	09/12/2016	1	WORKSHOP	0	61.83	61.83
01 E	100 050 000 000 401			PRINCIPAL'S OFFICE//GENERAL SUPPLIES/		61.83	
17062	HILLYARD/HUTCHINSON	09/12/2016	602177997		0	4,130.55	5,473.19
01 E	005 810 000 000 410			OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		4,130.55	
				602216341	0	1,342.64	
01 E	005 810 000 000 410			OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		1,342.64	
17063	IMS, BEVERLY	09/12/2016	1		0	104.17	104.17
01 E	100 203 000 000 430			ELEMENTARY GENERAL ED.//SUPPLIES/		104.17	
17064	ISCORP	09/12/2016	1	SKYWARD & FINANCE	0	195.50	195.50
01 E	005 110 000 000 350			ACCOUNTING OFFICE//REPAIRS AND MAINTENANCE SVCS/		195.50	
17065	TAMARA ISFELD	09/12/2016	1	INSURANCE WATER	0	170.98	343.28
				DAMAGE-SHELVES			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 005 850 192 302 530				FACILITIES/CAPITAL OUTLAY/EQUIPMENT PURCHASES/STORM DAM		170.98	
			10	ART GRANT WORKSHOP EXP.	0	172.30	
01 E 300 790 153 000 366				OTHER PUPIL SUPPORT SERVICES//TRAVEL-SCHOOL BUSINESS/MI		172.30	
17066 ELIZABETH JAHN		09/12/2016	1	MILWAUKEE	0	74.82	74.82
01 E 005 640 335 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		74.82	
17067 JANS, ANGIE		09/12/2016	1	MILWAUKEE	0	76.00	76.00
01 E 005 640 335 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		76.00	
17068 JIFFY-JR. PRODUCTS		09/12/2016	161947		0	235.51	1,169.47
01 E 300 255 000 000 450				INDUSTRIAL EDUCATION//MATERIALS PURCH FOR RESALE/		235.51	
			161948		0	933.96	
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		933.96	
17069 KILOWATT COMMUNITY CENTER		09/12/2016	1	P/S SCREENING	0	230.00	445.00
04 E 500 583 000 354 305				PRE-SCHOOL SCREENING/EARLY CHILDHOOD SCREENING/PROFESSI		230.00	
			10		0	15.00	
04 E 500 505 000 499 369				COMMUNITY EDUCATION GENERAL/MISC FEDERAL GRANTS/PARTICI		15.00	
			2	VB	0	100.00	
01 E 300 292 000 000 370				BOYS/GIRLS ATHLETICS//RENTALS AND LEASES/		100.00	
			3	TENNIS	0	100.00	
01 E 300 292 000 000 370				BOYS/GIRLS ATHLETICS//RENTALS AND LEASES/		100.00	
17070 LANGEMEIER ARCHITECTS		09/12/2016	16-0092	GREENHOUSE	0	500.00	500.00
01 E 005 790 100 000 530				DRAWINGS ETC. OTHER PUPIL SUPPORT SERVICES//EQUIPMENT PURCHASES/BUSH		500.00	
17071 THERESA M LIGHTFOOT		09/12/2016	1	SUPPLIES	0	43.15	43.15
01 E 100 203 307 000 401				ELEMENTARY GENERAL ED.//GENERAL SUPPLIES/PBIS (FY12)		43.15	
17072 RYAN C LUFT		09/12/2016	1	PACT 4	0	36.96	218.52
01 E 300 050 000 000 366				PRINCIPAL'S OFFICE//TRAVEL-SCHOOL BUSINESS/		36.96	
			22	BOOT CAMP	0	181.56	
01 L 230 43				GENERAL FUND/DEFERRED REVENUE/TARGET \$ MS/HS		181.56	
17073 MASSP		09/12/2016	5469		0	863.00	863.00
01 E 300 050 000 000 820				PRINCIPAL'S OFFICE//DUES & MEMBERSHIPS/		863.00	
17074 MCGRAW-HILL		09/12/2016	92886958001		0	414.48	414.48
01 E 300 270 000 000 460				SOCIAL STUDIES-SCIENCES//BOOKS/WORKBOOKS/		414.48	
17075 MF ATHLETIC		09/12/2016	2268007	HURDLES	0	1,314.20	2,049.74
01 E 300 292 000 302 530				BOYS/GIRLS ATHLETICS/CAPITAL OUTLAY/EQUIPMENT PURCHASES		1,314.20	
			2772392-00	STARTING BLOCK	0	735.54	
01 E 300 292 000 302 530				BOYS/GIRLS ATHLETICS/CAPITAL OUTLAY/EQUIPMENT PURCHASES		735.54	
17076 MIRACLE REC. EQUIPMENT CO.		09/12/2016	779427	PLAYGROUND	0	2,736.29	2,736.29
01 E 005 865 000 384 511				LONG TERM FACILITY MAINT./SITE PROJECTS LTFM/SITE/GROUN		2,736.29	
17077 MINNESOTA ELEVATOR TOTAL ELEVA		09/12/2016	672789	STORM	0	870.00	17,233.76
				DAMAGE-SINGLE PHASE TO BLDG.			
01 E 005 850 192 302 520				FACILITIES/CAPITAL OUTLAY/BUILDING CONSTRUCTION/STORM D		870.00	
			673902	STORM DAMAGE	0	16,024.80	
01 E 005 850 192 302 520				FACILITIES/CAPITAL OUTLAY/BUILDING CONSTRUCTION/STORM D		16,024.80	
			675520	INSPECTION	0	338.96	
01 E 005 865 000 347 305				LONG TERM FACILITY MAINT./PHYSICAL HAZARD CONTROL/PROFE		338.96	
17078 MINNESOTA ELEVATOR TOTAL ELEVA		09/12/2016	676400	STORM DAMAGE	0	24,037.20	24,037.20

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 005 850 192 302 520				FACILITIES/CAPITAL OUTLAY/BUILDING CONSTRUCTION/STORM D		24,037.20	
17079	Vendor Continued Void	09/12/2016					0.00
17080	MN RIVER VALLEY EDUCATION DIST	09/12/2016	1	MRVED	0	2,273.65	15,233.19
01 E 005 105 129 310 391				ADMINISTRATIVE SUPPORT/COOPERATIVE/MN SCH DIST - REIMBU		2,273.65	
			17-14	BLDG SPRINKLERS-ALC	0	4,776.50	
01 E 005 865 129 363 305				LONG TERM FACILITY MAINT./FIRE SAFETY/PROFESSIONAL FEES		4,776.50	
			17-23	PARA WORKSHOP	0	100.00	
01 E 005 640 000 316 366				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-SCHOOL BUSIN		100.00	
			2	PROF DEV	0	-50.41	
01 E 005 640 129 316 391				STAFF DEVELOPMENT/STAFF DEVELOPMENT/MN SCH DIST - REIMB		-50.41	
			3	COMM ED	0	125.00	
01 E 005 105 129 310 391				ADMINISTRATIVE SUPPORT/COOPERATIVE/MN SCH DIST - REIMBU		125.00	
			4	ALC MAINT.	0	204.92	
01 E 610 211 129 310 370				SECONDARY EDUCATION GENERAL/COOPERATIVE/RENTALS AND LEA		204.92	
			5	BOARD	0	-14.12	
01 E 005 105 129 310 391				ADMINISTRATIVE SUPPORT/COOPERATIVE/MN SCH DIST - REIMBU		-14.12	
			6	TECHNOLOGY	0	2,512.45	
01 E 005 630 129 310 391				TECHNOLOGY INSTRUCTIONAL/COOPERATIVE/MN SCH DIST - REIM		2,512.45	
			7	MRVED (70% STAFF DEV.)	0	5,305.20	
01 E 005 640 129 316 391				STAFF DEVELOPMENT/STAFF DEVELOPMENT/MN SCH DIST - REIMB		5,305.20	
17081	MINNESOTA SCHOOL BOARD ASSOC.	09/12/2016	14899T6Q6J7	BOARD BOOK	0	2,000.00	2,000.00
01 E 005 010 000 000 405				BOARD OF EDUCATION//SOFTWARE ETC/		2,000.00	
17082	MUSIC STREET	09/12/2016	1		0	83.40	2,068.40
01 E 300 258 233 000 450				MUSIC//MATERIALS PURCH FOR RESALE/INSTRUMENTAL MUSIC		83.40	
			m53159	fy16 REPAIRS	0	1,985.00	
01 E 300 258 233 000 350				MUSIC//REPAIRS AND MAINTENANCE SVCS/INSTRUMENTAL MUSIC		1,985.00	
17083	MVCC	09/12/2016	FY16	LOA HEALTH	0	3,022.52	3,022.52
01 E 005 420 188 000 391				SPECIAL EDUCATIONAL GENERAL//MN SCH DIST - REIMBURSEMEN		3,022.52	
17084	NASCO	09/12/2016	61497		0	11.07	11.07
01 E 300 250 000 000 430				FAMILY CONSUMER SCIENCE//SUPPLIES/		11.07	
17085	Vendor Continued Void	09/12/2016					0.00
17086	ND CENTER FOR FOR DISTANCE EDU	09/12/2016	195169	HEALTH	0	329.00	3,948.00
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		329.00	
			195177	FITNESS	0	329.00	
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		329.00	
			195178	SPANISH	0	329.00	
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		329.00	
			195180	ECON	0	329.00	
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		329.00	
			195185	HEALTH	0	329.00	
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		329.00	
			195190	GEOMETRY	0	329.00	
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		329.00	
			195194	FITNESS-COMPUTERS	0	658.00	
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		658.00	
			195211	GERMAN I	0	329.00	

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01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		329.00	
			195213	WORLD HISTORY	0	329.00	
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		329.00	
			195214	COMPUTERS	0	329.00	
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		329.00	
			INV194630	COMPUTER	0	329.00	
01 E 300 200 000 000 394				PSEO/ONLINE//PAYMENTS TO OTHER AGENCIES/		329.00	
17087 NELSEN'S CLEANERS & LAUNDERERS		09/12/2016	1		0	10.55	10.55
02 E 005 770 000 701 382				FOOD SERVICES/SCHOOL LUNCH/LAUNDRY AND DRY CLEANING/		10.55	
17088 OLSON SANITATION INC.		09/12/2016	2097		0	526.50	526.50
01 E 005 810 000 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/		526.50	
17089 TERRY PAULSON		09/12/2016	1	shoes per contract	0	99.96	99.96
01 E 005 810 126 000 401				OPERATIONS AND MAINTENANCE//GENERAL SUPPLIES/CUSTODIAL		99.96	
17090 J.W. PEPPER & SON INC.		09/12/2016	11894401	CHOIR FOLDERS	0	806.25	806.25
01 E 300 258 231 000 430				MUSIC//SUPPLIES/VOCAL MUSIC		806.25	
17091 PIONEER MFG. CO.		09/12/2016	605149	quick stripe	0	228.00	1,757.99
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		228.00	
			611829	QUICK STRIPE	0	1,529.99	
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		1,529.99	
17092 PRAIRIE WOOD ENVIR. LRNG. CTR.		09/12/2016	S FOSTER	OVERPAYMENT	0	25.59	25.59
01 R 300 790 149 000 099				OTHER PUPIL SUPPORT SERVICES//MISCELLANEOUS LOCAL REVEN		25.59	
17093 PREMIER SCHOOL AGENDAS		09/12/2016	204500479969	planners	0	442.75	442.75
01 E 300 211 000 000 430				SECONDARY EDUCATION GENERAL//SUPPLIES/		442.75	
17094 REINHART INST FOODS		09/12/2016	1		0	2,976.73	2,976.73
02 E 005 770 000 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/		411.52	
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/		1,761.68	
02 E 005 770 000 701 495				FOOD SERVICES/SCHOOL LUNCH/MILK/		22.07	
02 E 005 770 000 705 490				FOOD SERVICES/BREAKFAST/FOOD/		647.74	
02 E 005 770 104 707 490				FOOD SERVICES/ALA CARTE/OTHER/FOOD/FD SVC NON PROGRAM		82.76	
02 E 005 770 000 702 490				FOOD SERVICES/AFTER SCHOOL SNACKS/FOOD/		50.96	
17095 RENAISSANCE LEARNING		09/12/2016	1	seminar	0	199.00	7,148.50
01 E 100 640 000 316 366				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-SCHOOL BUSIN		199.00	
			4279946		0	6,450.50	
01 E 300 710 000 000 401				COUNSELING/GUIDANCE//GENERAL SUPPLIES/		6,450.50	
			4279946-		0	499.00	
01 E 300 640 000 313 401				STAFF DEVELOPMENT/ACHIEVEMENT & INTEGRATION AID/GENERAL		499.00	
17096 RENVILLE SALES INC		09/12/2016	131846	AG	0	138.03	138.03
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		138.03	
17097 AL RESZEL		09/12/2016	1	BLDG BRIDGES	0	251.06	269.22
04 E 500 505 030 499 433				COMMUNITY EDUCATION GENERAL/MISC FEDERAL GRANTS/INDIVID		251.06	
			22	BLDG. BRIDGES	0	18.16	
04 E 500 505 030 499 430				COMMUNITY EDUCATION GENERAL/MISC FEDERAL GRANTS/SUPPLIE		18.16	
17098 RICHEY & SON, INC.		09/12/2016	1794	high jump pit	0	7,845.00	7,845.00
01 E 300 292 000 302 530				BOYS/GIRLS ATHLETICS/CAPITAL OUTLAY/EQUIPMENT PURCHASES		7,845.00	
17099 RITEWAY BUSINESS FORMS		09/12/2016	16-32920	PAYROLL CHECKS	0	143.62	370.17
			9651-9900				
01 E 005 110 000 000 401				ACCOUNTING OFFICE//GENERAL SUPPLIES/		143.62	
			16-32929	ACT CHECKS GFB	0	101.53	

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			6828-7327				
01 E 005 110 000 000 401				ACCOUNTING OFFICE//GENERAL SUPPLIES/		101.53	
			16-32930	ADMIN CHECKS GFB #14607-15606	0	125.02	
01 E 005 110 000 000 401				ACCOUNTING OFFICE//GENERAL SUPPLIES/		125.02	
17100 RTS		09/12/2016	1		0	57.30	57.30
01 E 005 810 000 000 320				OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/		57.30	
17101 JULIE RUNIA		09/12/2016	1	MILWAUKEE	0	223.98	223.98
01 E 005 640 335 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		223.98	
17102 RYER PLUMBING INC.		09/12/2016	8843	WATER FILTERS	0	225.46	6,385.79
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		225.46	
			8853	BRE STAFF BATHROOM	0	1,713.58	
01 E 005 865 000 381 520				LONG TERM FACILITY MAINT./PLUMBING LTFM/BUILDING CONSTR		1,713.58	
			8854	KITCHEN FREEZER	0	234.83	
01 E 005 865 000 379 520				LONG TERM FACILITY MAINT./INTERIOR SURFACES LTFM/BUILDING		234.83	
			8856	REPAIR FOUNTAIN	0	366.92	
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		366.92	
			8857	GREENHOUSE (1/2)	0	847.50	
01 E 005 790 100 000 305				OTHER PUPIL SUPPORT SERVICES//PROFESSIONAL FEES/BUSH FO		847.50	
			8858	GREENHOUSE (1/2)	0	2,997.50	
01 E 005 790 100 000 305				OTHER PUPIL SUPPORT SERVICES//PROFESSIONAL FEES/BUSH FO		2,997.50	
17103 SAWMILL		09/12/2016	13081	SIDEWATER STEPS	0	4.35	950.43
01 E 005 865 000 384 520				LONG TERM FACILITY MAINT./SITE PROJECTS LTFM/BUILDING C		4.35	
			3295	FB FIELD MARKING SPRAY	0	940.79	
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		940.79	
			3303	SHOP	0	5.29	
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		5.29	
17104 SCHOOL SPECIALTY SUPPLY, INC.		09/12/2016	208116995501		0	121.26	291.76
01 E 100 212 000 000 430				ART//SUPPLIES/		121.26	
			208117013899		0	170.50	
01 E 300 211 000 000 433				SECONDARY EDUCATION GENERAL//INDIVIDUAL INST SUPPLIES/		170.50	
17105 SCHWICKERT'S		09/12/2016	551007690	STORM DAMAGE-	0	3,495.00	3,495.00
				ROOF			
01 E 005 850 192 302 520				FACILITIES/CAPITAL OUTLAY/BUILDING CONSTRUCTION/STORM D		3,495.00	
17106 KERRI SHACKELFORD		09/12/2016	1	MILWAUKEE TRIP	0	146.72	157.50
01 E 005 640 335 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		146.72	
			10		0	10.78	
01 E 100 203 000 000 401				ELEMENTARY GENERAL ED.//GENERAL SUPPLIES/		10.78	
17107 Vendor Continued Void		09/12/2016					0.00
17108 SIMPLEXGRINNELL		09/12/2016	78831126	16-17 HS SPRINKLER INSPECTIONS	0	332.40	1,428.28
01 E 005 865 000 363 305				LONG TERM FACILITY MAINT./FIRE SAFETY/PROFESSIONAL FEES		332.40	
			78831127	16-17 ELEM SPRINKLER INSPECTIONS	0	443.62	
01 E 005 865 000 363 305				LONG TERM FACILITY MAINT./FIRE SAFETY/PROFESSIONAL FEES		443.62	
			78840478	16-17 HS FIRE	0	160.42	

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01 E 005 865 000 363 305				EXT. LONG TERM FACILITY MAINT./FIRE SAFETY/PROFESSIONAL FEES		160.42	
			78840479	16-17 KITCHEN HOOD TEST	0	192.89	
01 E 005 865 000 363 305				LONG TERM FACILITY MAINT./FIRE SAFETY/PROFESSIONAL FEES		192.89	
			78840480	16-17 ELEM FIRE EXT.	0	197.43	
01 E 005 865 000 363 305				LONG TERM FACILITY MAINT./FIRE SAFETY/PROFESSIONAL FEES		197.43	
			82814854	HOOD INSPECTION PARTS	0	101.52	
01 E 005 865 000 363 305				LONG TERM FACILITY MAINT./FIRE SAFETY/PROFESSIONAL FEES		101.52	
17109	SPECIAL SYSTEMS INC.	09/12/2016	32688	9/16/16 TO 8/31/17 hs MONITOR FIRE ALARMS	0	325.00	325.00
01 E 005 865 000 363 305				LONG TERM FACILITY MAINT./FIRE SAFETY/PROFESSIONAL FEES		325.00	
17110	SPRINGSTED	09/12/2016	16-175	6-30-16 CONTINUING DISCLOSURE REPORTING	0	2,713.75	2,713.75
01 E 005 110 000 000 305				ACCOUNTING OFFICE//PROFESSIONAL FEES/		2,713.75	
17111	ST. JOHN'S LUTHERAN SCH.	09/12/2016	2016-17		0	1,980.00	1,980.00
01 E 005 760 723 720 360				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		1,980.00	
17112	SUBSCRIPTION SVCS OF AMERICA	09/12/2016	6195024		0	140.92	140.92
01 E 300 620 000 000 489				EDUCATIONAL MEDIA/LIBRARY//PERIODICAL/NEWSPAPERS/		140.92	
17113	SW/WC SERVICE COOP - MARSHALL	09/12/2016	51464	TECH SUPPORT	0	6,075.00	6,750.00
01 E 005 630 000 000 305				TECHNOLOGY INSTRUCTIONAL//PROFESSIONAL FEES/		6,075.00	
			51464-	TECH SUPPORT	0	675.00	
01 E 005 108 000 000 305				TECHNOLOGY ADMINISTRATIVE//PROFESSIONAL FEES/		675.00	
17114	TAYLOR PUBLISHING	09/12/2016	2016-1/2	DEPOSIT 1&2 fy16 YEARBOOK	0	3,105.00	3,105.00
01 L 230 88				GENERAL FUND/DEFERRED REVENUE/YEARBOOK-HIGH SCHOOL		3,105.00	
17115	TEAM LABORATORY CHEMICAL CORP.	09/12/2016	INV0003098		0	690.50	690.50
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		690.50	
17116	TRANE U.S. INC.	09/12/2016	36984346	BOILER ROOM COOLER REPAIR	0	306.00	826.00
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		306.00	
			36984346-	BOILER ROOM COOLER	0	520.00	
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		520.00	
17117	TRUE VALUE-GF/MONTE	09/12/2016	1		0	25.52	1,073.19
01 E 005 810 193 000 401				OPERATIONS AND MAINTENANCE//GENERAL SUPPLIES/CAR EXPENS		25.52	
			2		0	228.33	
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		228.33	
			3		0	283.14	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		283.14	
			4	ELEM BATHROOM	0	26.74	
01 E 005 865 000 379 401				LONG TERM FACILITY MAINT./INTERIOR SURFACES LTFM/GENERA		26.74	
			5	STORM PAINT	0	497.12	
01 E 005 810 192 000 401				OPERATIONS AND MAINTENANCE//GENERAL SUPPLIES/STORM DAMA		497.12	
			6		0	12.34	

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01 E 100 050 000 000 401				PRINCIPAL'S OFFICE//GENERAL SUPPLIES/		12.34	
17118	TYNDALE CO.	09/12/2016	1	CALENDARS	0	214.17	214.17
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		17.52	
01 E 100 203 000 000 899				ELEMENTARY GENERAL ED.//MISCELLANEOUS EXPENSE/		102.60	
01 E 300 211 000 000 430				SECONDARY EDUCATION GENERAL//SUPPLIES/		94.05	
17119	VCI ENVIRONMENTAL, INC.	09/12/2016	6453-1	STORM DAMAGE- ASBESTOS REMOVAL	0	12,108.00	12,108.00
01 E 005 850 192 302 520				FACILITIES/CAPITAL OUTLAY/BUILDING CONSTRUCTION/STORM D		12,108.00	
17120	VIKING COCA-COLA	09/12/2016	11		0	180.00	1,274.00
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		180.00	
01 L 230 21			2	GENERAL FUND/DEFERRED REVENUE/CONCESSIONS	0	1,094.00	
17121	Vendor Continued Void	09/12/2016					0.00
17122	Vendor Continued Void	09/12/2016					0.00
17123	Vendor Continued Void	09/12/2016					0.00
17124	VISA	09/12/2016	1	amazon	0	69.00	5,157.18
01 E 005 630 199 000 401				TECHNOLOGY INSTRUCTIONAL//GENERAL SUPPLIES/TECHNOLOGY		69.00	
01 E 005 640 000 316 401			10	granite run golf course	0	130.82	
01 E 005 640 335 316 367			11	hilton hotels	0	1,477.86	
01 E 100 216 667 401 366			111	TITLE I - PART A/TITLE I/TRAVEL-SCHOOL BUSINESS/CURRENT	0	298.00	
01 E 100 298 198 000 401			13	lego education	0	160.50	
01 E 300 292 000 316 367			14	niaaa	0	245.00	
01 E 100 203 000 000 433			15	resources for reading	0	10.79	
01 E 100 203 000 000 430			16	resources for reading	0	59.01	
01 L 230 21			17	sams internet	0	45.00	
01 E 005 630 199 000 401			19	smartsign	0	368.60	
01 E 100 216 667 401 430			2	amazon	0	5.99	
01 E 100 050 000 000 401			20	teachers pay teachers	0	23.00	
01 L 230 19			3	amazon	0	32.98	
04 E 500 582 000 344 430			4	amazon	0	384.95	
01 E 300 256 000 000 430			41	chr	0	673.07	
			44	credit park n fly	0	-52.26	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 005 640 000 335 366				STAFF DEVELOPMENT/QCOMP/TRAVEL-SCHOOL BUSINESS/		-52.26	
			5	amazon	0 338.16		
01 E 005 640 000 316 401				STAFF DEVELOPMENT/STAFF DEVELOPMENT/GENERAL SUPPLIES/		338.16	
			6	amazon	0 138.06		
09 L 230 94				TRUST FUND/DEFERRED REVENUE/BERT RANEY TRUST		138.06	
			7	amazon prime	0 99.00		
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		99.00	
			8	apple	0 579.00		
01 L 230 19				GENERAL FUND/DEFERRED REVENUE/STING CARD ACCOUNT (16)		579.00	
			9	creative teaching	0 70.65		
01 E 100 203 000 000 433				ELEMENTARY GENERAL ED.//INDIVIDUAL INST SUPPLIES/		70.65	
17125 WILLMAR HIGH SCHOOL		09/12/2016	6396	FY16 TUITION	0	3,338.12	3,338.12
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL//TUITION TO OTH MN SCH DIST		2,551.56	
01 E 998 408 000 000 390				EMOTION/BEHAVIORAL DISORDER//TUITION TO OTH MN SCH DIST		183.90	
01 E 998 407 000 000 390				SPECIFIC LEARNING DISABILIT//TUITION TO OTH MN SCH DIST		92.96	
01 E 998 410 000 000 390				MISC. HEALTH DISABILITIES//TUITION TO OTH MN SCH DIST		325.80	
01 E 998 402 000 000 390				MILD/MODERATE MENTALLY IMP;//TUITION TO OTH MN SCH DIST		183.90	
17126 XCEL ENERGY		09/12/2016	1		0	21.11	32.86
04 E 500 560 000 321 330				RECREATION-SWIM POOL/COMMUNITY EDUCATION/UTILITY SERVIC		21.11	
			2		0 11.75		
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		11.75	
17127 Vendor Continued Void		09/12/2016					0.00
17128 Vendor Continued Void		09/12/2016					0.00
17129 Vendor Continued Void		09/12/2016					0.00
17130 YME SCHOOLS-ADM		09/12/2016	1	INTEREST (JULY)	0	-1.25	6,105.71
01 R 005 000 000 000 092				INVESTMENT EARNINGS/		-1.25	
			14361	POSTMASTER	0 343.83		
04 E 500 505 000 321 380				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PRINTIN		343.83	
			14362	SW/WC SVC. COOP	0 20.00		
02 E 005 770 000 701 367				FOOD SERVICES/SCHOOL LUNCH/TRAVEL-PROFESS DEVELOPMENT/		20.00	
			14363	MEL SCHULTE	0 615.11		
01 E 100 640 179 000 367				STAFF DEVELOPMENT//TRAVEL-PROFESS DEVELOPMENT/FAGEN \$		615.11	
			14364	LEE'S AUTO	0 730.93		
01 E 005 810 193 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		730.93	
			14365	RYAN	0 25.00		
				REISHUS-STORM			
				CLEAN UP			
01 E 005 810 192 000 305				OPERATIONS AND MAINTENANCE//PROFESSIONAL FEES/STORM DAM		25.00	
			14366	MARY PAULSON	0 40.00		
01 E 005 810 192 000 305				OPERATIONS AND MAINTENANCE//PROFESSIONAL FEES/STORM DAM		40.00	
			14367	ANFP	0 155.00		
02 E 005 770 000 701 820				FOOD SERVICES/SCHOOL LUNCH/DUES & MEMBERSHIPS/		155.00	
			14368	CENTURY LINK	0 787.44		
01 E 005 810 000 000 320				OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/		787.44	
			14369	WEST CENTRAL	0 300.00		
				CONF.			
01 E 300 292 000 000 820				BOYS/GIRLS ATHLETICS//DUES & MEMBERSHIPS/		300.00	
			14370	PRAIRIE GRAIN	0 1.53		
				PARTNERS			
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		1.53	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
04 E 500 505 000 321 450			14371	MN STATE FAIR COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	424.00	424.00
04 E 500 590 000 321 329			14372	POSTMASTER OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/POSTAGE AN	0	91.88	91.88
01 E 300 296 209 000 305			14373	JOEL JENSEN GIRLS ATHLETICS//PROFESSIONAL FEES/VOLLEYBALL	0	100.00	100.00
01 E 300 296 209 000 305			14374	HOWARD MANTHIE GIRLS ATHLETICS//PROFESSIONAL FEES/VOLLEYBALL	0	100.00	100.00
01 E 300 298 236 000 401			14375	R&H THEATRICALS EXTRACURRICULAR ACTIVITIES//GENERAL SUPPLIES/MUSICAL	0	1,563.50	1,563.50
04 E 500 590 000 321 366			14376	MN RAAA OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/TRAVEL-SCH	0	25.00	25.00
01 E 300 292 226 000 369			14377	LAKEVIEW SCHOOL BOYS/GIRLS ATHLETICS//PARTICIPATION FEES/CROSS COUNTRY	0	60.00	60.00
01 E 300 292 226 000 369			14378	LQPV HS BOYS/GIRLS ATHLETICS//PARTICIPATION FEES/CROSS COUNTRY	0	50.00	50.00
01 E 300 294 211 000 305			14379	JOHN KREFT BOYS ATHLETICS//PROFESSIONAL FEES/FOOTBALL	0	475.00	475.00
01 E 300 296 209 000 305			14380	MEGAN MATTISON GIRLS ATHLETICS//PROFESSIONAL FEES/VOLLEYBALL	0	100.00	100.00
01 E 300 296 209 000 305			14381	JANE SCHAUMANN GIRLS ATHLETICS//PROFESSIONAL FEES/VOLLEYBALL	0	100.00	100.00
01 R 005 000 000 000 092			2	INTEREST (AUG) INVESTMENT EARNINGS/	0	-1.26	-1.26
17131 ZEP MANUFACTURING CO 01 E 005 810 000 000 410		09/12/2016	9002346308	OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/	0	1,288.10	1,288.10

116 Computer Check(s) For a Total of 347,018.13

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	
116	Computer	Checks For a Total of	347,018.13	
Total For 116 Manual, Wire Tran, ACH & Computer Checks			347,018.13	
Less	0	Voided	Checks For a Total of	0.00
Net Amount			347,018.13	

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	8,528.50	63.08	290,294.51	298,886.09
02	FOOD SERVICE	0.00	0.00	3,677.67	3,677.67
04	COMMUNITY SERVICE	0.00	0.00	44,316.31	44,316.31
09	TRUST FUND	138.06	0.00	0.00	138.06

CHECK NUMBER	VENDOR	CHECK DATE	AMOUNT
17004	AMERICAN FAMILY LIFE ASSURANCE	08/24/2016	590.26
17005	AMERITAS LIFE INSURANCE CORP.	08/24/2016	675.12
17006	DELTA DENTAL	08/24/2016	6,650.75
17007	ENGER, EMILY	08/24/2016	600.00
17009	MADISON NATIONAL LIFE	08/24/2016	2,053.82
17010	154200 NCPERS MN	08/24/2016	64.00
17011	ND CHILD SUPPORT DIVISION	08/24/2016	285.60
17012	PUBLIC EMPLOYEES RETIREMENT	08/24/2016	10.00
17013	SCHULTE, TREVOR	08/24/2016	400.00
17014	SELECT ACCOUNT	08/24/2016	3,363.33
17015	SW/WC SVC. COOP - HEALTH INS.	08/24/2016	47,229.51
201600016	FEDERAL TAX WITHHOLDING	08/22/2016	345.00
201600017	FEDERAL TAX WITHHOLDING	08/22/2016	14,342.55
201600018	FEDERAL TAX WITHHOLDING	08/22/2016	9,968.11
201600019	FEDERAL TAX WITHHOLDING	08/22/2016	2,331.25
201600020	FEDERAL TAX WITHHOLDING	08/22/2016	9,968.11
201600021	FEDERAL TAX WITHHOLDING	08/22/2016	2,331.25
201600025	MN TEACHERS RETIREMENT ASSOC.	08/22/2016	12,459.03
201600026	MN TEACHERS RETIREMENT ASSOC.	08/22/2016	12,459.03
201600035	STATE TAX WITHHOLDING	08/22/2016	6,133.12
201600036	STATE TAX WITHHOLDING	08/22/2016	10.00
201600050	VOYA INSTITUTIONAL TRUST	08/22/2016	488.67
201600052	VOYA INSTITUTIONAL TRUST	08/22/2016	500.00
201600053	VOYA INSTITUTIONAL TRUST	08/22/2016	66.67
201600054	VOYA INSTITUTIONAL TRUST	08/22/2016	3,883.34
201600055	VOYA INSTITUTIONAL TRUST	08/22/2016	416.67
201600056	VOYA INSTITUTIONAL TRUST	08/22/2016	310.00
201600057	VOYA INSTITUTIONAL TRUST	08/22/2016	555.34
201600059	VOYA INSTITUTIONAL TRUST	08/22/2016	66.67
201600060	VOYA INSTITUTIONAL TRUST	08/22/2016	1,666.68
201600061	VOYA INSTITUTIONAL TRUST	08/22/2016	100.00
201600062	VOYA INSTITUTIONAL TRUST	08/22/2016	200.00
201600063	FEDERAL TAX WITHHOLDING	08/22/2016	27,789.61
201600064	MN TEACHERS RETIREMENT ASSOC.	08/22/2016	5,108.26
201600065	PUBLIC EMPLOYEES RETIREMENT	08/22/2016	9,544.53
201600066	STATE TAX WITHHOLDING	08/22/2016	4,483.69
201600067	MN REVENUE	08/22/2016	686.00
201600068	VOYA INSTITUTIONAL TRUST	08/22/2016	2,258.13
	Totals for BNK05		190,394.10
	Totals for checks		190,394.10

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND	168,586.23	0.00	74.17	168,660.40
02	FOOD SERVICE	2,126.49	0.00	0.00	2,126.49
04	COMMUNITY SERVICE	8,799.80	0.00	0.00	8,799.80
25	REVOCABLE TRUST (FY10)	0.00	0.00	10,807.41	10,807.41
***	Fund Summary Totals ***	179,512.52	0.00	10,881.58	190,394.10

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





# Yellow Medicine East, ISD 2190

## ISD 2190 – BOARD OF DIRECTORS’ AGENDA ANALYSIS

**AGENDA ITEM:** 6.1.5.  
**MEETING DATE:** September 12, 2016  
**SUBJECT:** Employee Activity Passes

**BOARD ACTION**

Required X  
Information  
Scheduled Report

**BACKGROUND/RATIONALE**

Last year, all regular employees of the school district were provided an activity pass to encourage attendance at school activities. This card would allow the employee free admittance to regular season YME activities.

**PRESENTER(S)** Dr. Clark

**COMMITTEE** Superintendent & Activities Director

**SUPERINTENDENT RECOMMENDATION**

Information presented, no action required.



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# Yellow Medicine East, ISD 2190

## ISD 2190 – BOARD OF DIRECTORS' AGENDA ANALYSIS

**AGENDA ITEM:** 6.2.  
**MEETING DATE:** September 12, 2016  
**SUBJECT:** Personnel Items

### **BOARD ACTION**

Required	X
Information	
Scheduled Report	

### **BACKGROUND/RATIONALE**

6.2.1. and 6.2.2. – The current ECFE para professional has requested a reduction in hours. These two ladies have agreed to fill in the hours vacated by this reduction. No budget impact.

6.2.3. - Jeff Iverson has applied for the vacant Musical Assistant Position. This position was held by Robyn Aslesen who is now the Musical Director. The position is in budget.

6.2.4. - This position was vacated last spring with retirement. This position is within the budget.

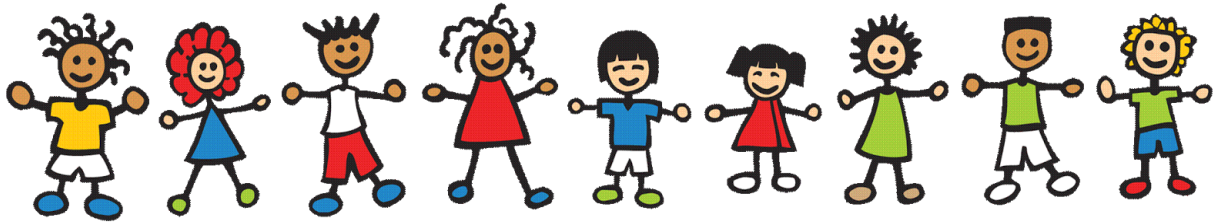
6.2.7. - Long term substitute for the Instrumental Music Director upon her start of board approved leave, approx. November. This position will be paid for by the budgeted substitute account and through savings from unpaid leave of the teacher.

### **PRESENTER(S)**

### **COMMITTEE**

### **SUPERINTENDENT RECOMMENDATION**

Recommend Support



## Bert Raney Elementary Board Report

September 2016

Mrs. Hansen, Elementary Principal

### BRE - Current Enrollment

	8/16	9/16	10/16	11/16	12/16	1/17	2/17	3/17	4/17	5/17	6/17	7/17
<b>K</b>	44	47										
<b>1st</b>	56	57										
<b>2nd</b>	51	51										
<b>3rd</b>	66	67										
<b>4th</b>	54	55										
<b>5th</b>	55	53										
<b>Total</b>	326	330										

#### BRE Happenings

##### Student Enrollment

- Departing 5th Grade (55) vs incoming Kdgn (47)
- 17 new students
- 3 sections per grade
- Early Childhood (52)

##### Healthy Snack Program

- Expanded to 3rd grade
- Funding

##### Homework Room

- Details

##### Staff Mentor Program

##### Free and Reduced Lunch Application Information

##### Common Math/Reading Times

#### Upcoming Events:

9/14, Early Dismissal, 2:30PM  
 9/16, Lifetouch Pictures  
 9/28, Early Dismissal, 2:30PM  
 10/5, Early Dismissal, 2:30PM

#### BRE Goals for 2016-17:

SMART Goal: The percentage of students in grades 2-5 at grade level on the Star Reading assessment, will increase 5% from spring 2016 to spring 2017.

SMART Goal: The percentage of students in grades 1-5 at grade level on the Star Math assessment, will increase 5% from spring 2016 to spring 2017.

Additional Goal: By May of 2017, Bert Raney Elementary staff will have access to resources and training relative to the needs of children in poverty and or of trauma, 3 or more times during the 2016-17 school year.

# YME Middle/High School Board Report

## September 2016 ~ 2017

### Goals for the MS/HS for 2016/2017

- All Students will increase their Math Proficiency by 6% on the MCA
  - Integration/WBWF
- All Students will increase their Reading Proficiency by 6% on the MCA
  - Integration/WBWF

### Areas of Focus

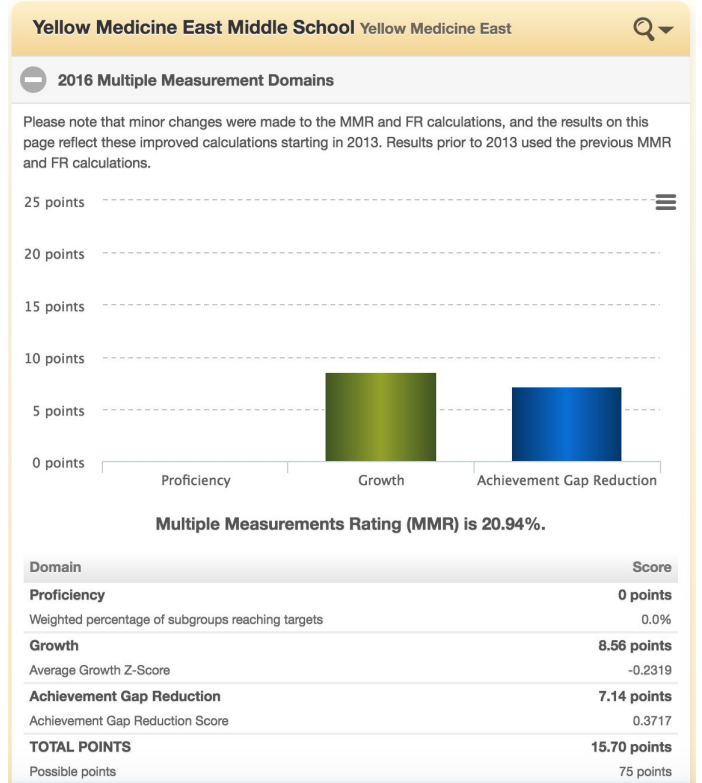
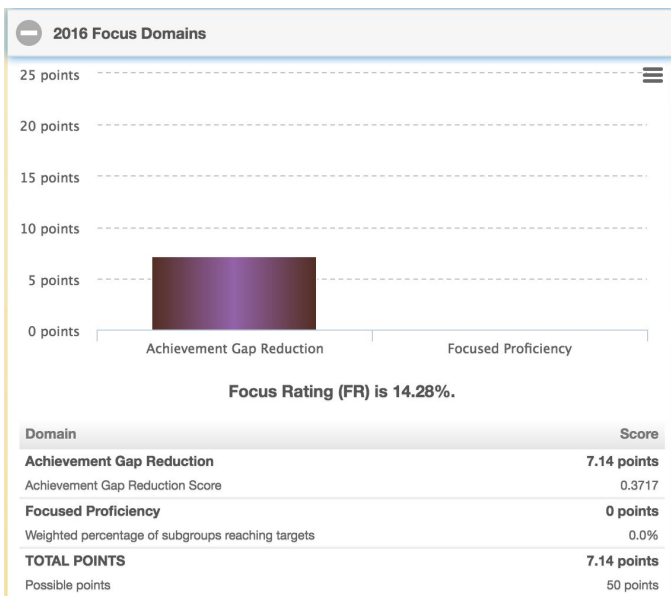
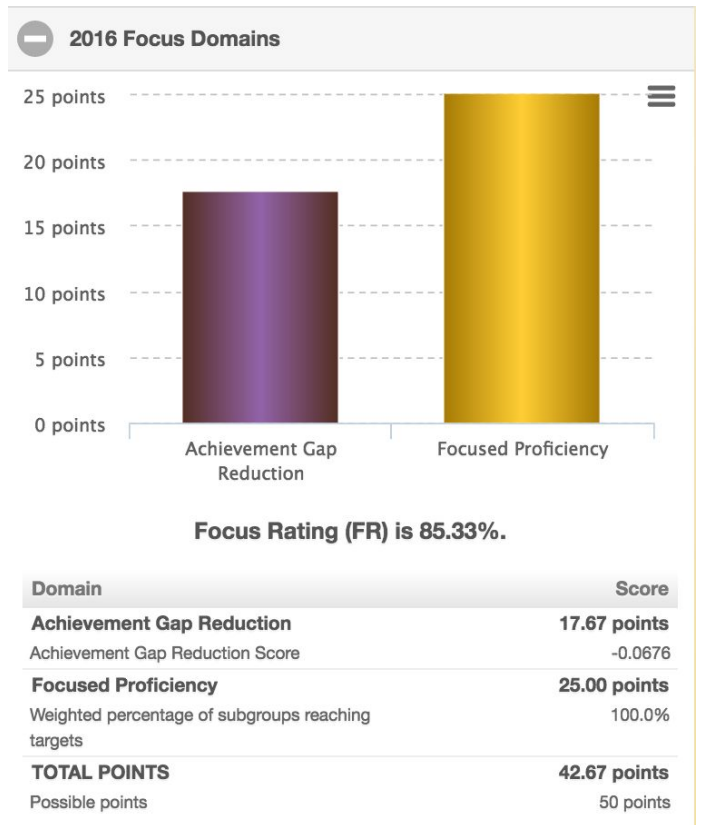
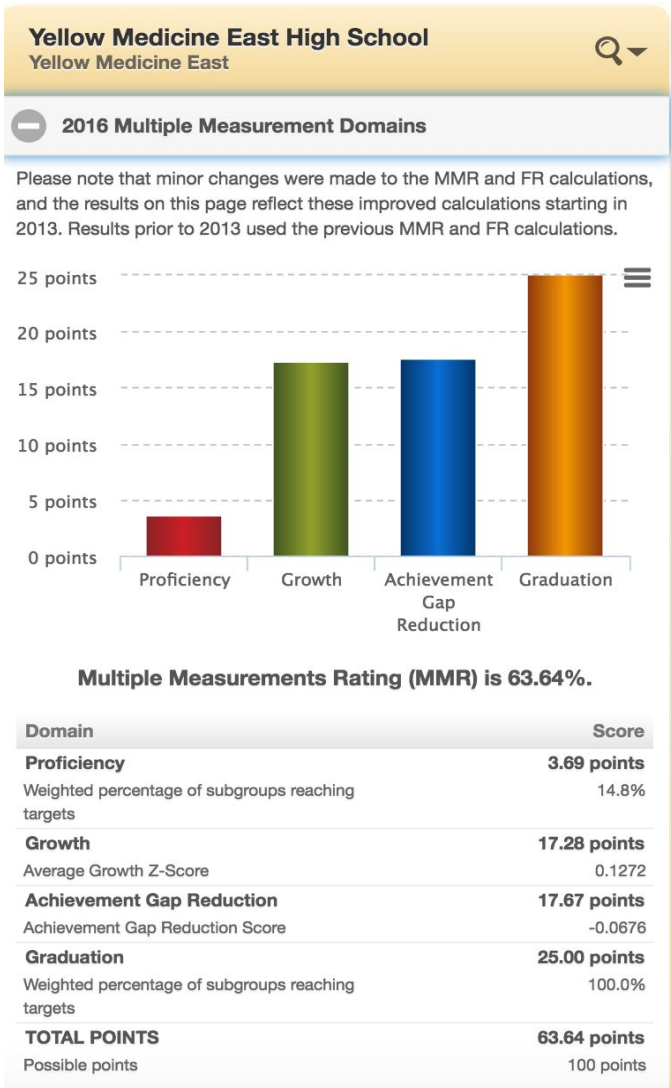
- SMART Goal ~ 100 percent of staff will participate in the book study centered on *Hattie Ross, Always Equal* , to support our continued learning on the second Dufour question, “How do we know students know it?”
- SMART Goal ~ Train 100 percent of certified staff on the Teacher Observation Form
- SMART Goal ~ 100 percent of staff will complete one curriculum map for one class by the end of the school year

**~World’s Best Workforce Data Update:** Below I have included how our 2016 MCA student scores compared to the 2014 ~ 2015 MCA testing periods. We have seen growth in thirteen of the sixteen categories. Our staff has been putting in extra time this summer reviewing this data and making instructional decisions on how to best meet our student’s needs.

<b>World’s Best Workforce Data Update: Historical MCA student scores.</b>					
	<b>2014</b>	<b>2015</b>	<b>2016</b>		
<b>All Students</b>					
<b>Math</b>					
Middle School	<b>28.70%</b>	<b>28.00%</b>	<b>34.00%</b>	<b>x</b>	<b>6.00%</b>
High School	<b>30.60%</b>	<b>35.40%</b>	<b>36.70%</b>	<b>x</b>	<b>1.30%</b>
<b>Reading</b>					
Middle School	<b>37.10%</b>	<b>45.90%</b>	<b>44.90%</b>		<b>-1.00%</b>
High School	<b>42.90%</b>	<b>45.30%</b>	<b>54.70%</b>	<b>x</b>	<b>9.40%</b>
<b>Free/Reduced</b>					
<b>Math</b>					
Middle School	<b>15.00%</b>	<b>18.10%</b>	<b>20.50%</b>	<b>x</b>	<b>2.40%</b>
High School	<b>17.20%</b>	<b>33.50%</b>	<b>23.10%</b>		<b>-10.40%</b>

<b>Reading</b>					
Middle School	20.30%	28.90%	34.20%	x	5.30%
High School	28.60%	46.20%	56.00%	x	9.80%
<b>Special Education</b>					
Math ~ Middle School		Low	Medium	High	
		20	11	3	34
		58.82%	32.35%	8.82%	
<b>Reading ~ Middle School</b>					
		Low	Medium	High	
		13	14	8	35
		37.14%	40.00%	22.86%	
<b>American Indian</b>					
<b>Math</b>					
Middle School	14.40%	17.90%	19.20%	x	1.30%
<b>Reading</b>					
Middle School	25.90%	19.20%	26.90%	x	7.70%
<b>Hispanic</b>					
<b>Math</b>					
Middle School	5.90%	10.50%	19.00%	x	8.50%
<b>Reading</b>					
Middle School	11.80%	21.70%	23.80%	x	2.10%
<b>White</b>					
<b>Math</b>					
Middle School	37.00%	36.40%	41.70%	x	5.30%
High School	37.50%	39.00%	39.10%	x	0.10%
<b>Reading</b>					
Middle School	44.70%	58.90%	54.40%		-4.50%
High School	48.70%	49.00%	61.20%	x	12.20%

~MMR ~ Multiple Measures Report is out for the 2015 ~ 2016 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 2016 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. The information you are looking at is our first attempt at having all grade 11 students take the ACT. The average drop for the state was 1 ~ 2.5 points from the previous year. Typically about 65% of college bound students took the ACT previously. Please see the ACT attachment.

**~ 6th Grade Boot Camp ~** the new Boot Camp for the incoming 6th graders was a huge success. During Open House we meet with the parents to discuss how the middle/high school operates. We highlighted the JMC Parent Portal as well as some of those high priority items. The students organized their lockers and got acquainted with their advisor. On Thursday the students were back at it on campus. They worked on team building skills and participated in a scavenger hunt. We hope to continue this for the upcoming school years.

**~ Collaboration is the Name of the Game ~** I am updating the Board on the instructional changes for our special education students here in the middle/high school. After much conversation and planning, we have a number of special education staff team members teaching in core level classes. Rooted in research, students grow at a larger pace than being pulled out. We will be tracking the success of this change with our STAR and MCA assessments.

**~Sting Homecoming ~** The 2016 Sting Homecoming plans are in the works as we speak. Here are some of the highlights : Sting Coronation is on Monday, October 3rd at 2:15 pm in the Auditorium and Tuesday night is the Powderpuff Football game at Volstead Field. More details will be released via social media.

**~ FAFSA Update ~** new this year for the Class of 2017 and beyond, the FAFSA (Free Application for Federal Student Aid) has moved up their opening date for applying for college aid to October 1st. This new guideline will allow students and parents to use their previous tax return as they apply for college. This has the admissions at the high education institutions in a frenzy. We will be holding parent informational meetings on November 14th with Dave Vikander from Southwest Minnesota State University ~ Marshall. More details to come!

College Readiness Letter for:

YELLOW MEDICINE EAST SD 2190

August 24, 2016

Code: 247928

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



692570322



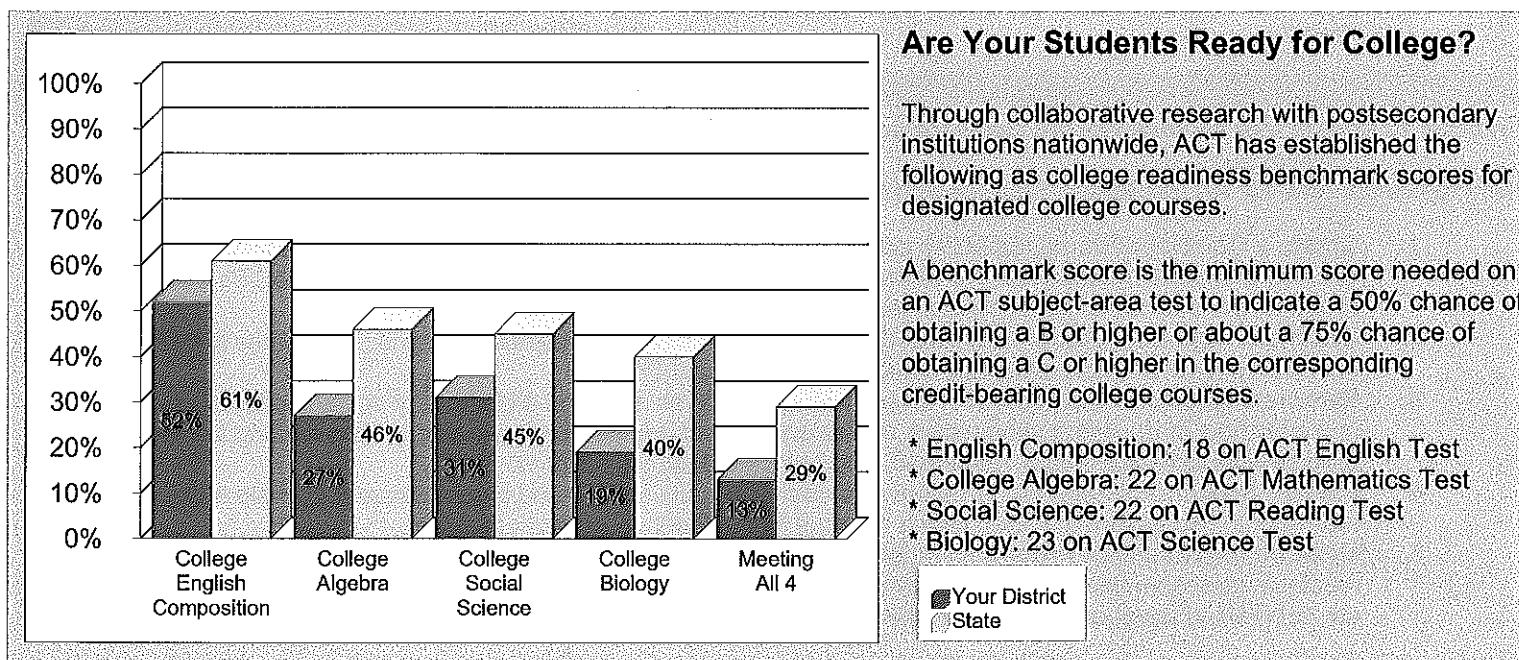
011062110

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
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
2016	52	64,145	17.8	20.0	18.5	21.2	19.2	21.3	19.0	21.3	18.7	21.1

**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.

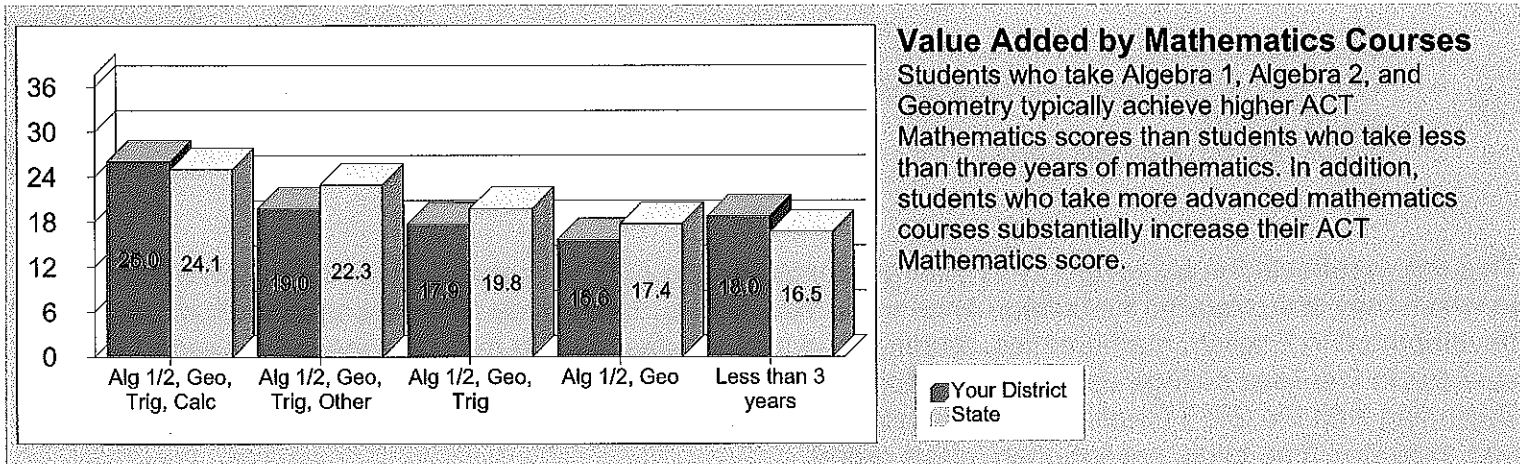
- \* English Composition: 18 on ACT English Test
- \* College Algebra: 22 on ACT Mathematics Test
- \* Social Science: 22 on ACT Reading Test
- \* Biology: 23 on ACT Science Test

■ Your District  
 ■ State

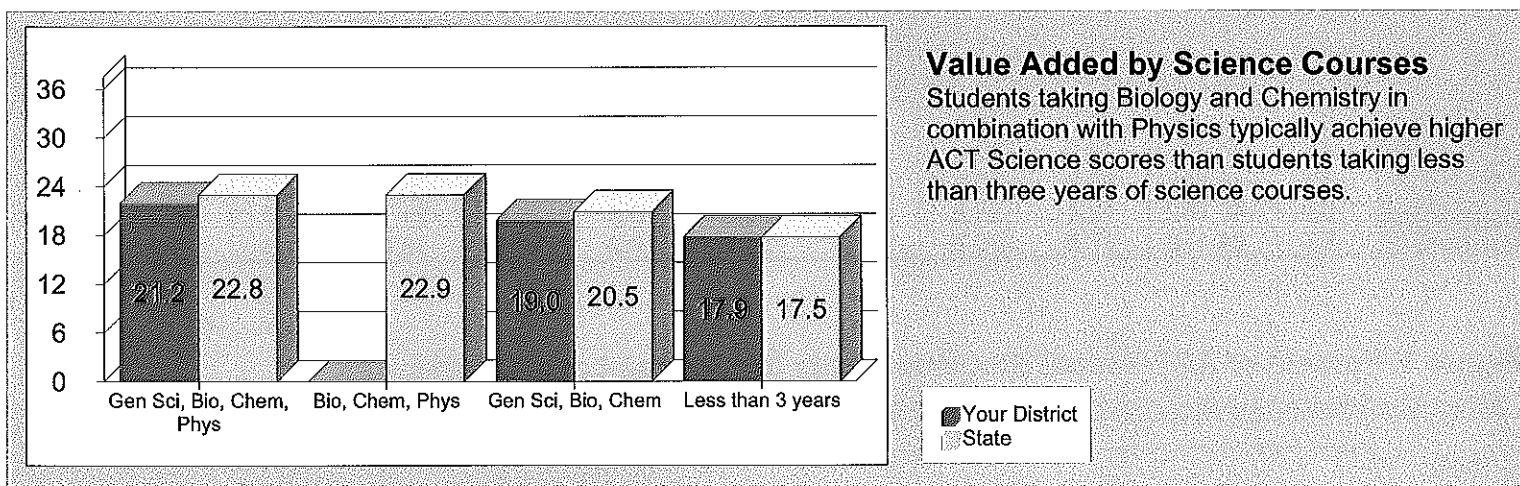
A High School College Readiness Letter has been sent to the Principal of each high school with at least one ACT-tested graduate.

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**



**Figure 3. Average ACT Science Scores by Course Sequence**



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 319-337-1365 or [customerservices@act.org](mailto:customerservices@act.org).

**MINNESOTA VALLEY COOPERATIVE CENTER  
REGULAR BOARD MEETING  
MONDAY, AUGUST 8, 2016  
TIME 5:15 P.M.**

**MINUTES**

The meeting was called to order with the following members present: Alex, Rupp, Dahlager, Opdahl.

Motion by Opdahl, second by Rupp and carried to approve the minutes of the June 20, 2016 regular Board meeting.

Motion by Opdahl, second by Alex and carried to approve monthly bills for payment for 06/21/16 – 08/08/16 in the amount of \$204,153.15 with checks numbered 19135 through 19188 and payroll wire transfers 201500098 through 201500102, 201600001 through 201600020, 201600027 through 201600034, 201600037 through 201600039, 201600041 through 201600050, and 201600061.

Motion by Alex, second by Opdahl to approve a purchase of service contract with the Yellow Medicine East School District for the 2016-2017 school year for the purpose of bookkeeping and payroll services.

Motion by Alex, second by Opdahl to approve a purchase of service contract with the Yellow Medicine East School District for 2016-2017 Special Education services.

Motion by Alex, second by Opdahl to approve a purchase of service contract with the Renville County West School District for 2016-2017 Special Education services.

Motion by Alex, second by Opdahl to approve a purchase of service contract with the E.C.H.O. Charter School for 2016-2017 Special Education services.

Motion by Alex, second by Opdahl to approve a purchase of service contract with the Clarkfield Area Charter School for 2016-2017 Special Education services.

Motion by Alex, second by Opdahl to approve a purchase of service contract with the Lac qui Parle Valley School District for 2016-2017 Special Education services.

Motion by Alex, second by Opdahl to approve a purchase of service contract with the Dawson-Boyd School District for 2016-2017 Special Education services.

Motion by Alex, second by Opdahl to approve a purchase of service contract with the Lakeview School District for 2016-2017 Special Education services.

Motion by Rupp, second by Alex to set governing salaries for the 2016-2017 school year at \$50.

Motion by Alex, second by Rupp to designate the Advocate-Tribune as the official school newspaper.

Motion by Opdahl, second by Alex to approve Citizens Alliance as the official school depository for the 2016-2017 school year and Granite Falls Bank for Payroll Direct Deposits for the 2016-2017 school year.

Motion by Alex, second by Rupp to authorize payment of monthly bills and payroll checks in the absence of a board meeting during the 2016-2017 school year.

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

Motion by Alex, second by Rupp to approve MSBA membership for the 2016-2017 school year.

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

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

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

Motion by Alex, second by Opdahl to approve a purchase of service agreement with Martha Molde for Physical Therapy services for the 2016-2017 school year.

Motion by Opdahl, second by Rupp to approve a purchase of service contract with Big Stone Therapies, Inc for Physical and Occupational Therapy services for the 2016-2017 school year.

Motion by Rupp, second by Alex to approve the resignation of Dawn Richardson, MVCC School Psychologist.

Motion by Opdahl, second by Alex to approve the employment of Erin Berg, MVCC Deaf/Hard of Hearing instructor.

Motion by Opdahl, second by Rupp to approve the resignation of David Wingert, MVCC special education instructor.

Motion by Alex, second by Opdahl to approve a childcare leave of absence for Anna Risa, MVCC Speech/Language Pathologist.

Motion by Opdahl, second by Rupp to approve the MVCC Administrative Assistant contract for the 2016-2017 and 2017-2018 school years.

Discussion items included: Special Education Director Contract (tabled).



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## Yellow Medicine East, ISD 2190

### ISD 2190 – BOARD OF DIRECTORS' AGENDA ANALYSIS

**AGENDA ITEM:** 8.2.  
**MEETING DATE:** September 12, 2016  
**SUBJECT:** New Job Description and Service Personnel Transfer – Special Education Assessment Assistant

#### **BOARD ACTION**

Required  
Information X  
Scheduled Report

#### **BACKGROUND/RATIONALE**

Based upon the Work Load Study completed in the spring of 2016 by Mrs. Cindy Loe, Executive Director of MVCC, the workloads of several special education staff were determined to be, on average, lower than what I have been associated with in my past. In order to better utilize staff working directly with students an investigation of a different service model was discussed with Mrs. Loe, Mrs. Hansen, Mr. Luft and me.

Last year the MS/HS used Ms. Tasha Feldman to administer, analyze and report special education testing protocols. This service model allows the special education teacher to spend direct instructional time with students instead of the necessary time for administration of test, scoring of tests and a more consistent approach to testing protocols.

The consistency is a major concern for testing protocol analysis.  
There are no new employees.  
There is no financial changes to staff or budget.  
There is enhanced student time.  
The assignment of staff is within the prerogative of the superintendent.  
Ms. Feldman was involved with discussion and agreement.

**PRESENTER(S)** Dr. Clark

**COMMITTEE** None

#### **SUPERINTENDENT RECOMMENDATION**

Information presented, no action required.

<p style="text-align: center;"><b>YELLOW MEDICINE EAST SPECIAL EDUCATION ASSESSMENT ASSISTANT</b></p>
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FTE: 1.0

Description:

The Special Education Assessment Assistant has responsibilities for assisting or for the evaluation process with all students in grades K-12 who require an initial or re-evaluation for determining special education eligibility.

- Coordinate annual special education assessment schedules.
- Assist with district child study meetings in the elementary and middle school/high school building.
- Complete Evaluation Planning including Prior Written Notice of Evaluation
- Administer academic achievement testing including but not limited to WJ-IV, TEMA, TERA, etc.
- Complete Basic Psychological Process Information
- Distribute behavior-rating scales (BASC, Connors, etc.)
- Classroom observations as may be required
- Completion of Functional Behavior Assessments (FBA)
- Assist with Parent and Teacher interviews
- Complete Evaluation Reports
- May substitute for licensed special education positions as requested by building principal. (During slow assessment periods)
- May substitute for administrator(s) at IEP meetings.

Education and Experience Requirements:

- Masters Degree in Special Education
- Minimum of 3 years of experience teaching Special Education
- Licensure in Special Education

Knowledge, Skills & Abilities:

- Extensive experience with completing special education evaluations
- Due process training
- Experience with administration and interpretation of academic assessment tools (formal and informal)
- Experience with the compilation of Evaluation reports
- Knowledge and experience with instructional strategies, accommodations, and modifications.

Reports to:

Special Education Director  
Building level Principal



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# Yellow Medicine East, ISD 2190

## ISD 2190 – BOARD OF DIRECTORS' AGENDA ANALYSIS

**AGENDA ITEM:** 9.1  
**MEETING DATE:** September 12, 2016  
**SUBJECT:** Approval of Ratified Contract with MN School Employees Association (MSEA)

### BOARD ACTION

Required X  
Information  
Scheduled Report

### BACKGROUND/RATIONALE

The Negotiations Committee has met and negotiated with MSEA during the past several months. The terms of the tentative agreement are sent to you for your reference. The settlement is fair and consistent with the three and one-half (3.5) percent approved by the full board during strategy sessions and consistent with all other groups who received the same total-total of three and one-half (3.5) percent.

**PRESENTER(S)** Dr. Clark, Tim Opdahl, Sharon Rupp and Dawn Odegard

**COMMITTEE** Negotiations

### SUPERINTENDENT RECOMMENDATION

Full Support of the agreement and the approval of the ratified agreement

**CONTRACT AGREEMENT**

**BETWEEN**

**INDEPENDENT SCHOOL DISTRICT # 2190  
YELLOW MEDICINE EAST**

**and**

**MINNESOTA SCHOOL EMPLOYEES ASSOCIATION  
YELLOW MEDICINE EAST**

**Effective  
July 1, 2016 through June 30, 2018**

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**ARTICLE I**  
**PURPOSE**

**Section 1. Parties:**

THIS AGREEMENT is entered into between the School Board of Independent School District #2190, Yellow Medicine East, hereinafter referred to as the School Board, and the Minnesota School Employees Association, hereinafter referred to as the exclusive representative, pursuant to and in compliance with the Public Employment Labor Relations Act of 1971, as amended, hereinafter referred to as the P.E.L.R.A., to provide the terms and conditions of employment for all Custodial/Maintenance, Food Service, Paraprofessional and Secretarial employees for the duration of this Agreement.

**ARTICLE II**  
**RECOGNITION OF EXCLUSIVE REPRESENTATIVE**

**Section 1. Recognition:**

In accordance with the P.E.L.R.A., the School District recognizes the Minnesota School Employees Association as the exclusive representative for all Custodial/Maintenance, Food Service, Paraprofessionals, Secretarial personnel employed by Independent School District #2190, which the exclusive representative shall have those rights and duties as prescribed by the P.E.L.R.A. and as described in the provisions of this agreement.

**Section 2. Appropriate Unit:**

The exclusive representative shall represent all such employees of the District contained in Article III. Section 2 of this Agreement and the P.E.L.R.A. and in certification by the Director of the Bureau of Mediation Services ("BMS").

**ARTICLE III**  
**DEFINITIONS**

**Section 1. Terms and Conditions of Employment:**

The term "terms and conditions of employment" shall mean the hours of employment, the compensation therefore, including fringe benefits except retirement contributions or benefits, and the employer's personnel policies affecting the working conditions of the employees. A public employer, however, is not required to meet and negotiate on matter of inherent managerial policy. Matters of inherent managerial policy include, but are not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure, selection of personnel, and the direction and number of personnel.

**Section 2. Description of Appropriate Unit:**

For purposes of this Agreement, the term custodians, food service, paraprofessionals and secretaries shall mean all persons in the appropriate unit employed by the School District in such classifications excluding the following: confidential employees, supervisory employees, essential employees, part-time employees whose services do not exceed the lesser of 14 hours per week or 35 percent of the normal work week in the employee bargaining unit, employees who hold positions of a temporary or seasonal character for a period not in excess of 67 working days in any calendar year, and emergency employees.

Section 3. School District:

For purposes of administering this Agreement, the term "School District" shall mean the School Board or its designated representative.

Section 4. Other Terms:

Terms not defined in this Agreement shall have those meanings as defined by the P.E.R.L.A.

**ARTICLE IV**  
**SCHOOL BOARD RIGHTS**

Section 1. Inherent Managerial Rights:

The exclusive representative recognizes that the school board is not required to meet and negotiate on matters of inherent managerial policy, which include but are not limited to such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure and selection and direction and number of personnel.

Section 2. Management Responsibilities:

The exclusive representative recognizes the right and obligation of the school board to efficiently manage and conduct the operation of the School District within its legal limitations and with its primary obligation to provide educational opportunity for the students of the School District.

Section 3. Effect of Laws, Rules, and Regulations:

The exclusive representatives recognizes that all employees covered by this Agreement shall perform the services and duties prescribed by the School Board and shall be governed by the laws of the State of Minnesota, and by school board rules, regulations, directives, and orders issued by properly designated officials of the School District. The exclusive representative also recognizes the right, obligation and duty of the School Board and its duly designated officials to promulgate rules, regulations, directives and orders from time to time as deemed necessary by the School Board insofar as such rules, regulations, directives, and orders are not inconsistent with the terms of this Agreement and recognizes that the School Board, all employees covered by this Agreement and all provisions of this Agreement are subject to the laws of the state. Any provisions of this Agreement found to be in violation of such laws, rules, regulations, directives or orders shall be null and void and without force and effect.

Section 4. Reservation of Managerial Rights:

The foregoing enumerations of board rights and duties shall not be deemed to exclude other inherent management rights and management functions not expressly reserved herein, and all management rights and management functions not expressly delegated in this agreement are reserved to the School Board.

**ARTICLE V**  
**EMPLOYEE RIGHTS**

MN Statute 179A.06

Section 1. Right to Views:

Nothing contained in this agreement shall be construed to limit, impair or affect the right of any employee or their representative to the expression or communication of a view, grievance, complaint, or opinion on any matter related to the conditions of public employment or their betterment so long as the same is not designed to and does not interfere with the full, faithful and

proper performance of the duties of employment or circumvent the rights of the exclusive representative.

Section 2. Right to Join:

Employees shall have the right to form and join labor or employee organizations, and shall have the right not to form and join such organizations. Employees in an appropriate unit shall have the right by secret ballot to designate an exclusive representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for employees of such unit with the school board.

Section 3. Request for Dues Check Off:

The exclusive representative shall be allowed dues check off for its members, provided that dues check off and the proceeds thereof shall not be allowed to any exclusive representative that has lost its right to dues check off, pursuant to P.E.L.R.A. Upon receipt of a properly executed authorization card of the employee involved, the School District will deduct from the employee's pay check the dues that the employee has agreed to pay to the employee organization in nine (9) or (12) equal installments, beginning with the first pay period in September.

Section 4. Fair Share Fee:

In accordance with P.E.L.R.A., any employee included in the appropriate unit who is not a member of the exclusive representative may be required by the exclusive representative to contribute a fair share fee for services rendered as exclusive representative.

The fair share fee for any fee for any employee shall be in an amount equal to the regular membership dues of the exclusive representative, less the cost of benefits financed through the dues and available only to members of the exclusive representative, but in no event shall the fee exceed 85% percent of a regular membership dues. The exclusive representative shall provide written notice of the amount of the fair share fee assessment to the Director, the School District director, the School District, and to each employee to be assessed the fair share fee.

A challenge by an employee or by a person aggrieved by the assessment shall be filed in writing with the director, the School District, and the exclusive representative within thirty (30) days after receipt of the written notice. All challenges shall specify those portions of the assessment challenged and the reasons therefore, but the burden of proof relating to the amount of the fair share fee shall be on the exclusive representative. The School District shall deduct the fee from the earnings of the employee and transmit the fee to the exclusive representative thirty (30) days after the written notice was provided, or, in the event a challenge is filed, the deductions for a fair share fee shall be held in escrow by the School District pending a decision by the Bureau of Mediation Services ("BMS"), or court. Any fair share challenge shall not be subject to the grievance procedure.

The exclusive representative hereby warrants and covenants that it will defend, indemnify and save the School District harmless from any and all actions, suits, claims, damages, judgments, and executions or other forms of liability, liquidated or unliquidated, which any person may have or claim to have, now or in the future, arising out of or by reason of the deduction of the fair share fee specified by the exclusive representative as provided herein.

Section 5. Sums Deducted From Salary:

Sums deducted for dues check off or fair share fees shall be transmitted by the district to the exclusive representative within thirty (30) days of such deduction. In the event an employee leaves employment, any deductions shall cease effective after the paycheck following such

notice of cessation of employment. Employees shall make an annual election permitting dues check off no later than five (5) working days following the start of each school year or following their time of employment.

**ARTICLE VI**  
**RATES OF PAY AND JOB CLASSIFICATIONS**

**Section 1. New Employees Probationary Period:**

All new employees working more than 9 months per year will serve a 120 working day probationary period. New employees working 9 months will serve a 90 working day probationary period. Insurance benefits will begin the 1<sup>st</sup> of the month following employment. Employees neither receive nor accumulate any benefits, other than health insurance, during the initial 30 calendar days. After the initial 30 calendar period employees will be eligible for all applicable benefits.

**Section 2. Classifications and Rates of Pay:**

The classifications and the hourly rates of pay covered by this Agreement are:

	80%	85%	90%	95%	100%
2016-17	Step 1	Step 2	Step 3	Step 4	Step 5
Custodian	13.31	14.14	14.98	15.81	16.64
Maintenance	14.57	15.48	16.39	17.30	18.21
Head Cook	13.74	14.60	15.46	16.32	17.18
Assistant Cook	13.41	14.25	15.08	15.92	16.76
Cooks Helper	12.68	13.47	14.27	15.06	15.85
Kitchen Assistant	11.10	11.79	12.48	13.18	13.87
Cashier/Accountant	13.04	13.86	14.67	15.49	16.30
Paraprofessional	12.94	13.75	14.56	15.37	16.18
Secretary 1	16.99	18.05	19.12	20.18	21.24
Secretary 2	15.35	16.31	17.27	18.23	19.19
Secretary 3	15.02	15.96	16.90	17.84	18.78
Liaison	14.42	15.32	16.22	17.12	18.02
Integrationist	14.42	15.32	16.22	17.12	18.02
Coordinator	14.42	15.32	16.22	17.12	18.02

	80%	85%	90%	95%	100%
2017-18	Step 1	Step 2	Step 3	Step 4	Step 5
Custodian	13.58	14.43	15.28	16.13	16.98
Maintenance	14.84	15.77	16.70	17.62	18.55
Head Cook	14.02	14.89	15.77	16.64	17.52
Assistant Cook	13.68	14.54	15.39	16.25	17.10
Cooks Helper	12.95	13.76	14.57	15.38	16.19
Kitchen Assistant	11.37	12.08	12.79	13.50	14.21
Cashier/Accountant	13.31	14.14	14.98	15.81	16.64
Paraprofessional	13.22	14.04	14.87	15.69	16.52
Secretary 1	17.26	18.34	19.42	20.50	21.58
Secretary 2	15.62	16.60	17.58	18.55	19.53
Secretary 3	15.30	16.25	17.21	18.16	19.12
Liaison	14.69	15.61	16.52	17.44	18.36
Integrationist	14.69	15.61	16.52	17.44	18.36

Coordinator	14.69	15.61	16.52	17.44	18.36
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Subd. 1. The District reserves the right to place new employees above the starting wage as described in Article 6. Section 1. The District shall notify the MSEA Chief Steward when a new employee is placed above the starting wage; such notice shall be in writing and include the reasons for the placement above the minimum starting wage.

Subd. 2 Paraprofessionals hired prior to 7-1-12 will earn \$.20 more per hour above the scheduled salary for the duration of their continuous employment.

Subd. 3 The custodian with the employment beginning date of August 17, 1992 will earn \$.10 more per hour above the scheduled salary for the duration of his continuous employment.

Section 3. Work Week Defined:

The normal work week shall be defined as starting on Sunday and ending on Saturday.

Section 4. Overtime:

Time and one half an employee's hourly rate of pay shall be paid for any hours over forty (40) in a workweek. For purposes of overtime computation, paid Holidays and Sick Leave shall be considered hours worked. Paid Vacation and Personal Leave shall not be considered as hours worked for purposes of overtime computation. A supervisor shall assign overtime. An employee may appeal an overtime assignment to the Superintendent.

Section 5. Late Arrivals:

Employees will be allowed five (5) late arrivals per year of less than five (5) minutes without loss of pay. All late arrivals in excess of this amount will result in pay reductions commensurate with the time the employee is late.

Section 6. Building Checks:

When required to make week-end building checks, custodial/maintenance employees shall be paid at a rate of times 1 and 1/2 for a minimum of 1 hour (A.M.) and 1 hour (P.M.).

Section 7. Minimum Call Back Pay:

Whenever a custodial/maintenance employee is called to work other than a regular work shift, they will be paid a minimum of two (2) hour of pay at straight time unless the call back causes the workweek to exceed 40 hours. Call back hours cannot be continuous with an established work shift.

Section 8. Salary Advancement Withholding:

An individual employee's salary advancement is subject to the right of the School District to withhold salary increases for just cause. If a salary increase is to be withheld, the District must notify the employee 30 days prior to this action. Withholding a salary increase shall be subject to the grievance procedure.

Section 9. Reassignments to Another Classification:

Personnel employed who have been working for the School District in another capacity immediately prior to their employment in a new classification will not be required to serve a new probationary period.

Section 10. Successor Agreements:

In the event a successor Agreement is not entered into prior to the expiration of this Agreement, an employee shall be compensated according to the current rate until a successor Agreement is entered into.

Section 11. Training, Workshops, Classes:

All employees required to attend or given permission to attend workshops/training sessions shall be paid their regular hourly wages for the length of their shift while in attendance during the workweek. The school shall pay tuition and material costs for the workshop/training. Other approved costs shall be paid in accordance with district policy.

Employees that are **required** by the district to attend workshops/training on non-duty days shall be paid their regular hourly wage for the length of their shift. Other approved cost shall be paid in accordance with District policy.

Employees that **request** to attend and are given permission to attend workshops/training on non-duty days are not eligible for a daily rate of pay during non-duty days. Other approved cost shall be paid in accordance with District policy.

Section 12. Rate of Pay for Temporary Assignments:

A food service employee who fills in for another food service employee, who earns a higher rate of pay for more than 3 consecutive days shall receive the higher rate of pay for all consecutive days that they fill in for such an employee. Such pay shall be retroactive to the first 3 days of the substitute assignment. Bargaining unit employees will be paid for all time worked.

Article VI: Section 13 (New) License - The District will reimburse the full cost of the required boiler license and/or renewal fee for designated employees. The District will reimburse the full cost of Food Service Certification and/or renewal for designated employees.

Boiler and Food Service expenses paid for by the District require a two-year service commitment following the District payment for licensure or certification. Any employee that does not serve the two-year requirement shall reimburse the District in full. In extenuating circumstances the employee may request relief through appeal to the Superintendent whose decision is final and not subject to grievances.

The District retains the right to designate who is qualified for boiler license/food service certification.

**ARTICLE VII**  
**GROUP INSURANCE**

Section 1. Selection of Carrier:

The selection of the insurance carrier/s and policies shall be made by the school board.

Section 2. Claims Against the School District:

It is understood that the school board's only obligation is to purchase insurance policies and pay such amounts as agreed to herein and no claim shall be made against the school board as a result of a denial of insurance benefits by an insurance carrier.

Section 3. Duration of Insurance Contributions:

An employee is eligible for the school board contribution as provided in this article as long as the employee is employed by the school board. If terminating employment prior to retirement, all board participation and contribution shall cease, effective on the last working day.

Section 4. Coverage:

During the term of this Agreement, the District shall contribute up to the following dollar amounts for health and hospitalization, long term disability and life insurance coverage for all employees who work thirty (30) hours or more per week. For those employees that work between 30 and 40 hours the payments are found in the chart below. The following contributions are maximum amounts and actual contributions will be pro-rated on the basis of the ratio of months worked annually divided by 12.

Insurance Type	Scheduled Hours Per Week	2016-17 Annual Benefit	2017-18 Annual Benefit
Health & Hospitalization	30 to 39.75	4133	4133
Health & Hospitalization	40	5050	5050
Dental	30 to 39.75	400	400
Dental	40	540	540
Life	30 to 39.75	65	65
Life	40	65	65
Long Term Disability		Full Cost During Months Worked	Full Cost During Months Worked

No combining of money as in a cafeteria plan will be allowed but unit members may enroll in any of the above without enrolling in all four.

**ARTICLE VIII**  
**HOURS OF SERVICE AND DUTY YEAR**

Section 1. Assignment of Hours and Work Shifts:

The regular work day, work week and the regular work year shall be prescribed by the School District, and may be varied from time to time as seen fit by the District. The School District reserves the right, without limiting its other rights to employ such personnel as it deems desirable and necessary on a part time or casual basis for time less than that of regular employees. All employees will then be assigned starting times and shifts as determined by the School District.

Subd. 1. The District shall issue to each food service and paraprofessional employee an individual employee notification by August 15<sup>th</sup> of each school year. The individual employee notification will include the following:

The employee’s name, the employee’s job title or position, the beginning date of employment, the number of hours per day, class and step placement, and the hourly rate of pay. The District shall notify any affected employee of any permanent change in his/her individual employee contract as soon as possible. The notification is informational only and does not constitute a contract for the entire year.

Section 2. School Closings:

In the event that school is closed for any reason and the employees are not required to perform services, the employee’s compensation shall be reduced accordingly, except as modified as follows.

Subd. 1. An exception to this will be an instance where employees may have reported to work in the A.M. and school is called off, due to severe weather, after the time the

employees are on duty. In these instances, the employee will be paid for a minimum of two (2) hours of working time.

Subd. 2. When the Governor cancels schools, and the teaching staff receives payment for the day, all unit employees will be paid their normal pay for the day.

## **ARTICLE IX** **EMPLOYMENT PRACTICES**

### Section 1. Discharge or Suspension During Probationary Period:

An employee under the provisions of this agreement shall serve a probationary period of 120 working days of continuous service in the School District during which time the School District shall have the unqualified right to suspend without pay, discharge or otherwise discipline such employee; and during this probationary period, the employee shall have no recourse to the grievance procedure, insofar as suspension, discharge or other discipline is concerned.

### Section 2. Contracting Out:

The School District agrees that prior to sub-contracting any work presently performed by any employee in the bargaining unit, it shall notify the exclusive representative in writing of its intention at least 90 days in advance of any possible sub-contracting.

### Section 3. Clothing Allowance:

The District shall reimburse custodians and food service employees who have successfully completed the probationary period with a maximum of one hundred fifteen dollars (\$115) per year for the cost of uniforms and footwear to be worn on the job. Payment will be made by the District upon a receipt(s) of purchase from the employee. All eligible submissions shall be completed prior to March 15<sup>th</sup> annually. All employees shall wear a uniform on the job, as selected by the District and in accordance with the Internal Revenue Service guidelines. Employees are required to wear a uniform while school is in session and at school sponsored events.

**Safety Clothing:** The District shall reimburse designated custodians who have successfully completed the probationary period with a maximum of a one-time payment of thirty dollars (\$30) for the cost of hi-visibility (safety) clothing. Approval by Head Custodian and/or Superintendent will help determine said items.

## **ARTICLE X** **VACATION DAYS AND HOLIDAYS**

### Section 1. Vacation:

Three weeks of vacation will be allowed all full time employees who work forty (40) hours per week, fifty-two (52) weeks per year and who have one or more full years of non-probationary service in the School District. Employees hired during the fiscal year and having less than a full year of non-probationary service will be granted one day of paid vacation per month of employment not to exceed ten (10) working days but may not use this entitlement until after the 30th of June following their employment. Four (4) weeks vacation will be allowed all full time employees after 15 years service.

Eligible employees working ten (10) months or more per year but less than twelve (12) months will be entitled to a maximum of 5 days of vacation during the school year to be arranged by

mutual consent of the employee and administration. Eligible employees hired during the fiscal year and having less than a full year of non-probationary service will be granted a half-day of paid vacation per month of employment not to exceed five (5) working days but may not use this entitlement until after the 30th of June following their employment.

Section 2. Custodial Vacation:

Vacation requests will be made to the supervisor of custodians and maintenance personnel for approval. Requests for vacation should be made two days (48 hours) prior to the vacation days requested. The supervisor in granting approval for vacation requests shall take into account the needs of the buildings and the individual desires of the employee. Upon mutual agreement with the custodial supervisor and superintendent, custodians may be allowed to use vacation throughout the entire year. In the event that the employee and the supervisor do not agree on vacation leave or vacation days, the question shall be referred to the Superintendent.

Section 3. Vacation and Termination:

Employees terminating their services will be paid for all vacation time earned and unused prior to June 30 of the last complete fiscal year in addition to a prorated amount of vacation earned and unused for the year in which the termination occurs.

Section 5. Government Employee Vacation Credit:

Government sponsored training program employees terminated under government programs and employed by the School District will be credited with experience gained as federal program employees for purposes of vacation allowances under this article.

Section 6. Vacation Accrual:

Vacation allowances may not be carried over from one fiscal year to another, except as provided in this section. Unused vacation entitlements as of June 30th must be used before December 31st of that calendar year.

Section 7. Holidays:

The following days are considered paid holidays for all non-probationary ten+ (10+) month employees when a holiday falls on a regularly scheduled working day. If any of these holidays fall on Sunday the next Monday will be considered the holiday. If the holiday falls on Saturday, the previous Friday will be considered the holiday.

New Year's Day	Good Friday	Memorial Day	4 <sup>th</sup> of July
Labor Day	Thanksgiving Day	Friday after Thanksgiving	
Christmas Eve	Christmas Day	Presidents' Day	

Subd. 1. The following holidays are considered paid holidays for all nine-month employees when a holiday falls on a regularly scheduled working day. If any of these holidays fall on Sunday, the next Monday will be considered the holiday. If the holiday falls on Saturday, the previous Friday will be considered the holiday.

New Years Day	Good Friday	Thanksgiving Day	Christmas Day	Presidents' Day
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Section 8. Holidays when School in Session:

The School District reserves the right if school is in session, to cancel any of the above holidays and establish another holiday in lieu thereof.

**ARTICLE XI**  
**LEAVES OF ABSENCE**

Section 1. Sick Leave:

Subd. 1. A regular employee shall earn sick leave at the rate of one day of sick leave for each month of service in the employ of the School District. Annual sick leave shall accrue monthly as it is earned on a proportionate basis to the employee's work year on the following schedule:

Months Worked/Year	Days Leave	Cumulative Days
12 Months	12	95
11 Months	11	71
10 Months	10	65
9 Months	9	59

Subd. 2. A: Sick leave with pay shall be allowed whenever an employee's absence is due to illness and/or disability, which prevented attendance and performance of duties on that day or days. Sick Leave shall be used on an hourly basis. Employees shall also be eligible to use sick leave as provided by M.S. 181.9413.

Subd. 3. The School District may require an employee to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay. However, the final determination as to the eligibility of an employee for sick leave is reserved to the School District. In the event that a medical certificate will be required, the employee will be so advised.

Subd. 4. Sick leave pay shall be approved only upon submission of a signed request upon the authorized sick leave pay request form available at the office.

Subd. 5. Sick leave pay may be utilized during a period of physical disability resulting from a condition of pregnancy. The employee shall provide the District with a physician's statement certifying the dates of disability.

Subd. 6. Worker's Compensation: Pursuant to M.S. 176, an employee injured on the job in the service of the School District and collecting worker's compensation insurance, may draw sick leave and receive full salary from the School District, the salary to be reduced by an amount equal to the insurance payments and only that fraction of the days not covered by insurance will be deducted from accrued sick leave.

Section 2. Personal Leave:

Subd. 1. Bargaining unit employees shall be granted a paid leave of absence of no more than one (1) day per year, accumulative to two (2) for continuous employment service of 1-9 years and (2) days per year, accumulative to three (3) for continuous employment service of 10+ years.

Subd. 2. Personal leave will not be granted if it results in more than two bargaining unit employees per classification from a building being absent.

Subd. 3. An employee planning on using a personal day shall notify their supervisor in writing as at least two (2) days in advance. In the event that the employee has not complied with the advance notice and an emergency arises forcing the employee to miss a day of work, they may appeal for emergency consideration to the Superintendent who will make a decision whether or not to grant the personal leave.

Section 3. Other Personal Leave:

Subd. 1. Serious illness or death in the immediate family. Serious illness must require the attention of a physician or hospitalization. (2 days per year + 2 days deduct from sick leave/year). Immediate family includes spouse, children of employee or spouse, brother, sister, parents, guardian, grandchildren, mother-in-law, father-in-law, son-in-law, daughter-in-law and grandparents. Other personal leave may also be taken for the death of a child.

Subd. 2. Serious illness or death of friends or relatives outside immediate family. (2 days per year deducted from sick leave)

Subd. 3. Local funeral. (Hour or so with administrative approval)

Section 4. Leave Without Pay:

Leave without pay (deduct) may be applied for to the building principal with reasonable notice. Leave without pay shall not exceed five (5) working days per year. Leave without pay will not be granted to fulfill other employment obligations the employee may have. In the event of extenuating circumstances, additional days may be granted by the superintendent.

Section 5. Jury Duty:

An employee who serves on jury duty shall be granted the day or days as stipulated by the court to discharge this responsibility without any salary deduction or loss of leave allowance. The compensation (other than expense reimbursement) received for jury service shall however be remitted to the School District.

**ARTICLE XII**  
**CHILD CARE LEAVE**

Section 1. Childcare Leave:

A child care leave shall be granted by the School District subject to the provisions of this section, to one (1) parent of an infant child, provided such parent is caring for the child on a full time basis.

Section 2. Leave Notice:

An employee making application for child care leave shall inform the superintendent in writing of intention to take the leave at least three (3) calendar months before commencement of the intended leave.

Section 3.

If the reason for the childcare leave is occasioned by pregnancy, an employee may utilize sick leave pursuant to the sick leave provisions of the agreement during a period of physical disability. However, an employee shall not be eligible for sick leave during a period of time covered by a childcare leave. A pregnant employee will also provide at the time of the leave application, a statement from her physician indicating the expected date of delivery.

Section 4.

The School District may adjust the proposed beginning or ending of a child care leave so that the dates of the sick leave are coincident with some natural break in the school year i.e., winter vacation, spring vacation, semester break or quarter break, end of the grading period, end of the school year, or the like.

Section 5.

In making a determination concerning the commencement and duration of a childcare leave, the school board shall not in any event, be required to:

1. Grant any leave of more than (12) months in duration.
2. Permit the employee to return to his or her employment prior to the date designated in the request for childcare leave.

Section 6.

An employee returning from childcare leave shall be re-employed in a position that is equivalent in employment condition and for which he or she is qualified unless previously discharged.

Section 7.

Failure of the employee to return pursuant to the date determined under this section shall constitute grounds for termination unless the School District and the employee mutually agree to an extension of the leave.

Section 8.

An employee on childcare leave is eligible to participate in group insurance programs if permitted under the insurance policy provisions, but shall pay the entire premium for such programs as the employee wishes to retain, commencing with the beginning of the childcare leave. The right to continue participation in such group insurance programs however will terminate if the employee does not return to the District pursuant to this section.

Section 9.

Leave under this section shall be without pay or fringe benefits except as provided by law.

**ARTICLE XIII**  
**DISCIPLINE PROCEDURE**

Section 1. Discipline:

An employee may be disciplined for just cause. Any such disciplinary action is subject to the grievance procedure. Disciplinary action will be consistent with the P.E.L.R.A.

**ARTICLE XIV**  
**GRIEVANCE PROCEDURES**

Section 1. Grievance:

A "grievance" shall mean an allegation by an employee resulting in a dispute or disagreement between the employee and the school board as to the interpretation or application of terms and conditions of employment insofar as such matters are contained in this agreement.

Section 2. Representative:

The employee, administrator, or school board may be represented during any step of the procedure, by any person or agent designated by such part to act in his behalf.

Section 3. Definitions and Interpretation:

Subd. 1. Extension: Time limits specified in this agreement may be extended by mutual agreement.

Subd. 2. Days: Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all weekdays not designated as holidays by state law.

Subd. 3. Computation of Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.

Subd. 4. Filing and Postmark: The filing or service of any notice or document herein shall be timely if it is personally served or if it bears a certified postmark of the United States Postal Service within the time period.

Section 4. Time Limitation and Waiver: Grievances shall not be valid for consideration unless the grievance is submitted in writing to the school board's designee, setting forth the facts and the specific provisions of the agreement allegedly violated and the particular relief sought within twenty days after the date the event giving rise to the grievance occurred. Failure to file any grievance from one level to another within the time periods hereinafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the employee and the school board's designee.

Section 5. Adjustment of Grievance: The school board and the employee shall attempt to adjust all grievances, which may arise during the course of employment of any employee within the School District in the following manner:

Subd. 1. Level I: If the grievance is not resolved through informal discussions, the school board designee shall give a written decision on the grievance to the parties involved within ten days after receipt of the written grievance.

Subd. 2. Level II: In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the superintendent of schools, provided such appeal is made in writing within five days after receipt of the decision in Level I. If a grievance is properly appealed to the superintendent, the superintendent or his designee shall set a time to meet regarding the grievance within fifteen days after receipt of the appeal. Within ten days after the meeting, the superintendent or his designee shall issue a decision in writing to the parties involved

Subd. 3. Level III: In the event the grievance is not resolved in Level II, the decision rendered may be appealed to the school board, provided such appeal is made in writing within five days after receipt of the decision in Level II. If a grievance is properly appealed to the school board, the school board shall set a time to hear the grievance within twenty days after receipt of the appeal. Within twenty days after the meeting, the school board shall issue its decision in writing to the parties involved. At the option of the school board, a committee or representative(s) of the board may be designated by the

board to hear the appeal at this level, and report its findings and recommendations to the school board. The school board shall then render its decision.

Section 6. School Board Review:

The school board reserves the right to review any decision issued under Level I, Level II or this procedure provided the school board or its representative notify the parties of its intention to review within ten days after the decision has been rendered. In the event the school board reviews a grievance under this section, the school board reserves the right to reverse or modify such decision.

Section 7. Denial of Grievance:

Failure by the school board or its representative to issue a decision within the time periods provided herein shall constitute a denial of the grievance and the employee may appeal it to the next level.

Section 8. Arbitration Procedures:

In the event that the employee and the school board are unable to resolve any grievance, the grievance may be submitted to arbitration as defined herein:

Subd. 1. Request: A request to submit a grievance to arbitration must be processed in writing to the Bureau of Mediation Services, signed by the aggrieved party, and a copy of such request must be filed in the office of the superintendent within ten days following receiving the decision in Level III of the grievance procedure by the exclusive representative.

Subd. 2. Prior Procedure Required: No grievance shall be considered by the arbitrator, which has not been duly processed in accordance with grievance procedure and appeal provisions.

Subd. 3. Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties shall, within ten days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If the employer and the exclusive representative are unable to agree on an arbitrator within ten (10) days after request for arbitration, they may request from the Director of the Bureau of Mediation Services; State of Minnesota, a list of five (5) names. The parties shall alternately strike names from the list of five (5) arbitrators until only one (1) name remains. The remaining arbitrator shall hear and decide the grievance.

Subd. 4. Submission of Grievance Information: Upon appointment of the arbitrator, the appealing party shall within five days after notice of appointment forward to the arbitrator, with a copy to the school board, the submission of the grievance, which shall include the following:

- (1) the issues involved
- (2) statement of the facts
- (3) position of the grievant
- (4) the written documents relating to section 4 & 5, Article XIV (grievance procedure).

The school board may make a similar submission of information relating to the grievance either before or at the time of the hearing.

Subd. 5. Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing de novo.

Subd. 6. Decision: The decision by the arbitrator shall be rendered within thirty days after the close of the hearing. Decisions by the arbitrator in cases properly before him shall be final and binding upon the parties, subject; however, to the limitations or arbitration decisions as provided by the P.E.L.R.A.

Subd. 7. Expenses: Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses, and any other expenses, which the party incurs in connection with presenting its case in arbitration. A transcript or recording shall be made of the hearing at the request of either party. The parties shall share equally fees and expenses of the arbitrator, the cost of the transcript or recording if requested by either or both parties, and any other expenses, which the parties mutually agree are necessary for the conduct of the arbitration. However, the party ordering a copy of such transcript shall pay for such copy.

Subd. 8. Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of employment as defined herein and contained in this written agreement; nor shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outline herein; nor shall the jurisdiction of the arbitrator extend to matter of inherent managerial policy, which shall include but are not limited to such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. In considering any issue in dispute, in its order the arbitrator shall give due consideration to the statutory rights and obligations of the public school boards to efficiently manage and conduct its operation within the legal limitations surrounding the financing of such operations.

## **ARTICLE XV** **RETIREMENT ACCOUNTS AND SEVERENCE PAYMENTS**

### Section 1. 403(b) Match:

The District shall provide a Retirement Account as described in this Article:

Subd. 1. Employees shall be eligible to participate in a District match, 403(b) tax deferred annuity plan if they have completed five (5) years of continuous, uninterrupted employment with the District.

Subd. 2. The selection of the 403(b) plan provider(s) shall be made by the District.

Subd. 3. The 403(b) plan shall continue as long as Minnesota Statute or Federal Statute permits this type of plan.

Subd. 4. For 12-month employees, the 403(b) plan shall begin with the July paycheck or thereafter. For 9 and 10-month employees, the 403(b) plan shall begin with the September paycheck or thereafter.

Subd. 5. The District shall not contribute more than that outlined in the payment schedule match matrix. Employees must match or exceed the District contribution to be eligible for participation in the plan. The actual District contribution will be pro-rated on the basis of hours worked divided by 2080 hours. The District contribution will begin with the sixth year of active employment as outlined on the following schedule:

Employee Years of Active Service	2016-17	2017-18
6-9 Years	350	450
10-14 Years	381	481
15-19 Years	413	513
20-24 Years	444	544
25 Years or More	506	606

Subd. 6. For the purpose of establishing years of service in the District: one-half year (1/2) of service for seventy (70) days or more each year; or one (1) year of service for one hundred-forty (140) days or more each year.

Subd. 7. Employees on any unpaid leave may not participate in the matching plan while on leave.

## Section 2. Severance Pay:

Subd. 1. An employee is eligible to receive severance pay if he/she meets the following criteria:

- a. Has completed at least 15 years of service in the District and
- b. Is eligible to receive PERA retirement and
- c. Is retiring from employment.

Subd 2. Severance Pay shall be calculated as follows:

An employee shall be eligible for a severance payment equal to 50% of his/her accrued sick leave. Unused sick days will be calculated upon the employee's daily rate of pay upon the last day of employment.

The net severance pay shall be the amount of severance pay remaining after prior payments to the employee's 403b are deducted. The net severance pay shall not be less than zero.

Subd. 3. Employees who are laid off by the District shall receive severance pay if they meet the eligibility criteria in Subd. 1.

Subd.4. Any employee who dies prior to retirement and would be eligible to receive severance pay under this Article shall have the severance pay paid to his/her designated individual(s) or to his/her estate

Subd.5. Employees hired after July 1, 2004 are not entitled to any of the severance options outlined in Section 2. Severance Pay.

Section 3. Payment of Health Insurance Benefits after Retirement

Subd. 1. Employees hired prior to July 1, 2010 are eligible to receive a health insurance benefit after retirement if he/she meets the following criteria:

- a. Has completed at least 15 years of service in the District and
- b. Is eligible to receive PERA retirement and
- c. Is retiring from employment.

Subd. 2. Qualifying full time employees, at the time of their retirement, shall be eligible to receive an insurance benefit of \$200.00 per month to be paid towards a District health insurance policy until eligible for Medicare.

Subd. 3. Qualifying part time employees working less than 40 hours per week and/or 12 months per year), at the time of their retirement, shall be eligible to receive an insurance benefit of \$100.00 per month to be paid towards a District health insurance policy until eligible for Medicare.

**ARTICLE XVI**  
**PUBLIC OBLIGATION**

The parties mutually recognize that their first obligation is to the public and that the right of students and residents of the School District to the continuous and uninterrupted operation of the school is of paramount importance.

The exclusive representative agrees, therefore, that during the term of this contract, neither the exclusive representative nor any individual employee shall engage in any strike. For purposes of this section, the term strike shall mean concerted action in failing to report for duty, the willful absence from one's position, sympathy strike, the stoppage of work, show down, or the abstinence in whole or in part from the full, faithful and proper performance of duties of employment for the purposes of inducing, influencing, or coercing a change in the conditions or compensation or the rights, privileges, or obligations of employment. The parties agree that this article shall not be subject to the grievance or arbitration procedure but is subject to review by the courts.

**ARTICLE XVII**  
**DURATION**

Section 1. Term and Reopening Negotiations:

This Agreement shall remain in full force and effect for a period commencing on July 1, 2014 through June 30, 2016 and thereafter as provided by P.E.L.R.A. If either party desires to modify or amend this agreement commencing at its expiration, it shall give written notice of such intend pursuant to P.E.L.R.A. Unless otherwise mutually agreed, the parties shall not commence negotiations more than 90 days prior to the expiration of this agreement.

Section 2. Effect:

This Agreement constitutes the full and complete agreement between the School District and the exclusive representative representing the Custodial/Maintenance, Food Service, Paraprofessional, Secretarial employees, Liaisons, Coordinators and Integrationists. The provisions herein relating to terms and conditions of employment supersede any and all prior agreements, resolutions, practices, School District policies, rules or regulations concerning terms

and conditions of employment inconsistent with these provisions. Nothing in this agreement shall be construed to obligate the School District to continue or discontinue existing or past practices, or prohibit the School District from exercising all management rights and prerogatives, except insofar as this exercise would be in express violation of any term or terms of this agreement.

Section 3. Finality:

Any matters relating to the terms and conditions of employment, whether or not referred to in this agreement, shall not be open for negotiations during the term of this agreement.

Section 4. Severability:

The provisions of this agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this agreement or the application of any provision therein.

**IN WITNESS WHEREOF, the parties have executed this agreement as follows:**

**For: Minnesota School Employees Association - Yellow Medicine East**

\_\_\_\_\_  
MSEA Staff

\_\_\_\_\_  
MSEA Chief Steward

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**For: Independent School District # 2190 – Yellow Medicine East**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**INDEPENDENT SCHOOL DISTRICT # 2190  
Yellow Medicine East**

**and**

**MINNESOTA SCHOOL EMPLOYEES ASSOCIATION  
Yellow Medicine East**

History and Issue:

At the execution of this agreement the School District has six (6) full time unit employees. Those employees are: Deb Beckler, Liz DeBlicek, Tim Knutson, Terry Paulson, Ron Pooler, Todd Reishus

The purpose of the Memorandum of Understanding is to preserve or pro-rate certain contractual benefits found in the Labor Agreement if any of the named employees is reduced to a part time employee by the District for fiscal years 2016-17 and 2017-18.

The Minnesota School Employees Association and Independent School District 2190 have agreed to the following for the above named employees IF their employment condition is reduced by the District:

1. Vacation benefits will be pro-rated on the basis of the ratio of actual scheduled work hours divided by 2080 hours as provided in Article X Vacation Days and Holidays.
2. Cumulative Sick Leave Days allowed for the above named employees will remain at up to 95 days as provided in Article XI Leaves of Absence.
3. Payment of Health Insurance Benefits after Retirement will remain at \$200.00 per month for the above named employees to be paid towards health insurance as provided in Article XV.
4. All other terms of employment will be governed by current language found in the labor Agreement for the above named employees.

The parties also agree that once any of the named employees leaves District employment the vacated position will be governed by the current terms found in the labor Agreement.

**For: Minnesota School Employees Association - Yellow Medicine East**

\_\_\_\_\_  
MSEA Staff

\_\_\_\_\_  
MSEA Chief Steward

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**For: Independent School District # 2190 – Yellow Medicine East**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# Yellow Medicine East, ISD 2190

## ISD 2190 – BOARD OF DIRECTORS’ AGENDA ANALYSIS

**AGENDA ITEM:** 10.1.  
**MEETING DATE:** September 12, 2016  
**SUBJECT:** Preliminary Certification of Levy 2016-Payable 2017

### BOARD ACTION

Required X  
Information  
Scheduled Report

### BACKGROUND/RATIONALE

This is an annual requirement of statute and MN Department of Education. The terminology is important so the term “Maximum” is used instead of a dollar amount. The term Maximum is used because there will be, most likely, a number of corrections in the formula as well as adjusted numbers prior to the Final Certification of the levy in December.

If the word Maximum is not used and a dollar amount is used, that amount would be the amount of the levy. By using the term Maximum, any adjustments upward will be permitted the increased levy amount at the final certification in December.

The document is not yet available from MDE

**PRESENTER(S)** Mrs. LeeAnn Boushek, Finance Director and Dr. Clark

**COMMITTEE** None

### SUPERINTENDENT RECOMMENDATION

Certify levy at “Maximum” for the preliminary certification.

# Levy 2016 Payable 2017

9/12/2016

From 9-9-16 Report (MDE)

Levy Description	Initial Levy	Adjustments	Pay 17 Proposed	Pay 16 Final	Difference
Miscellaneous/Abatement		(18.27)	(18.27)	0.67	(18.94)
Integration & Achievement	31,888.20	(5,355.56)	26,532.64	35,354.00	(8,821.36)
Career Technical Levy	52,333.05	(159.09)	52,173.96	55,924.30	(3,750.34)
Student Achievement	21,760.96		21,760.96	58,698.22	(36,937.26)
Referendum	733,419.31		733,419.31	731,489.46	1,929.85
/Local Optional/Equity Revenue (LOR)	257,309.88	(6,484.80)	250,825.08	243,271.17	7,553.91
Reemployment	5,000.00	(19,618.68)	(14,618.68)	15,199.22	(29,817.90)
Q Comp	69,957.16		69,957.16	-	69,957.16
Leases (KCC)	24,000.00	(7,141.00)	16,859.00	17,057.34	(198.34)
Facilities & Equip Bond Adjust.		(199,925.00)	(199,925.00)	(201,517.05)	1,592.05
<i>Unreserved Sub-Total</i>	<i>1,195,668.56</i>	<i>(238,684.13)</i>	<i>956,984.43</i>	<i>955,477.33</i>	<i>1,507.10</i>
Operating Capital	187,033.04	(15,106.25)	171,926.79	202,537.42	(30,610.63)
Safe Schools	29,656.80	2,136.60	31,793.40	31,295.70	497.70
Long Term Facility Maintenance (new)	240,549.60	-	240,549.60	169,667.20	70,882.40
Health & Safety		(26,016.12)	(26,016.12)	(2,303.93)	(23,712.19)
Deferred Maintenance		144.64	144.64	1,146.60	(1,001.96)
<b>Total General fund (01)</b>	<b>1,652,908.00</b>	<b>(277,543.53)</b>	<b>1,375,364.47</b>	<b>1,357,820.32</b>	<b>17,544.15</b>
Other		354.04	354.04	1.51	
Early Childhood Family Ed. (Under 5 Pop. 326)	45,612.80	564.56	46,177.36	43,686.05	2,491.31
Pool	64,244.58		64,244.58	47,535.34	16,709.24
Community Education (District Population 7006)	57,939.62		57,939.62	57,939.62	-
<b>Total Community Education (04)</b>	<b>167,797.00</b>	<b>918.60</b>	<b>168,715.60</b>	<b>149,162.52</b>	<b>19,553.08</b>
Abatement			-	11.70	(11.70)
2014 Alternative Facilities (2010-12 Project)	92,946.00		92,946.00	93,812.25	(866.25)
2010 Alternative Facilities (2010-12 Project) QZABS	625,748.00	(46,413.14)	579,334.86	604,155.30	(24,820.44)
2010 Capital Bonds (2010-12 Energy/Capital) QZABS	199,925.00		199,925.00	201,517.05	(1,592.05)
2009 OPEB Bonds	200,874.00		200,874.00	188,737.88	12,136.12
<b>Total Debt Redemption (07,47)</b>	<b>1,119,493.00</b>	<b>(46,413.14)</b>	<b>1,073,079.86</b>	<b>1,088,234.18</b>	<b>(15,142.62)</b>
<b>Grand Total Levy</b>	<b>2,940,198.00</b>	<b>(323,038.07)</b>	<b>2,617,159.93</b>	<b>2,595,217.02</b>	<b>21,942.91</b>
					-
Total General fund	1,652,908.00	(277,543.53)	1,375,364.47	1,357,820.32	17,544.15
Total Community Education	167,797.00	918.60	168,715.60	149,162.52	19,553.08
Total Debt Redemption	1,119,493.00	(46,413.14)	1,073,079.86	1,088,234.18	(15,154.32)
<b>Grand Total Levy (Increase)</b>	<b>2,940,198.00</b>	<b>(323,038.07)</b>	<b>2,617,159.93</b>	<b>2,595,217.02</b>	<b>21,942.91</b>
General Fund Percent			52.552%	52.320%	1.292%
Community Ed. Percent			6.447%	5.748%	13.109%
Debt Redemption Percent			41.002%	41.932%	-1.391%
<b>Total Percent Change</b>			<b>100.000%</b>	<b>100.000%</b>	<b>0.846%</b>
Q Comp Levy (Will not be levied on final levy in December)	69,957.16		69,957.16		
Grand Total Net of Q Comp	2,870,240.84	(323,038.07)	2,547,202.77	2,595,217.02	(48,014.25)
					-1.85%

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**Levy 2015 Payable 2016**

<b>Levy Description</b>	<b>Pay 15 Final</b>	<b>Pay 16 Proposed</b>	<b>\$ Difference</b>
Miscellaneous/Abatement	1.60	0.67	(0.93)
Integration & Achievement	31,231.41	35,354.00	4,122.59
Career Technical Levy	49,189.14	55,924.30	6,735.16
Student Achievement	56,326.68	58,698.22	2,371.54
Referendum	467,050.95	731,489.46	264,438.51
Local Optional/Equity Revenue (LOR)	267,958.73	243,271.17	(24,687.56)
Reemployment	20,031.20	15,199.22	(4,831.98)
Q Comp	-	-	-
Leases (KCC)	16,324.34	17,057.34	733.00
Facilities & Equip Bond Adjust.	(183,058.55)	(201,517.05)	(18,458.50)
<b>Unreserved Sub-Total</b>	<b>725,049.50</b>	<b>955,477.33</b>	<b>230,421.83</b>
Operating Capital	217,581.93	202,537.42	(15,044.51)
Safe Schools	30,636.00	31,295.70	659.70
Long Term Facility Maintenance (new)		169,667.20	169,667.20
Health & Safety	40,004.78	(2,303.93)	(42,308.71)
Deferred Maintenance	54,422.40	1,146.60	(53,275.80)
<b>Total General fund (01)</b>	<b>1,067,694.61</b>	<b>1,357,820.32</b>	<b>290,119.71</b>
Abatement	0.14	1.51	1.37
Early Childhood Family Ed. (Under 5 Pop. 316)	48,074.78	43,686.05	(4,388.73)
Pool	23,518.03	47,535.34	24,017.31
Community Education (District Population 7006)	57,939.62	57,939.62	-
<b>Total Community Education (04)</b>	<b>129,532.57</b>	<b>149,162.52</b>	<b>19,629.95</b>
Abatement	0.75	11.70	10.95
2014 Alternative Facilities (2010-12 Project)	94,402.88	93,812.25	(590.63)
2010 Alternative Facilities (2010-12 Project) QZABS	538,697.02	604,155.30	65,458.28
2010 Capital Bonds (2010-12 Energy/Capital) QZABS	183,058.55	201,517.05	18,458.50
2009 OPEB Bonds	191,357.42	188,737.88	(2,619.54)
<b>Total Debt Redemption (07,47)</b>	<b>1,007,516.62</b>	<b>1,088,234.18</b>	<b>80,717.56</b>
<b>Grand Total Levy</b>	<b>2,204,743.80</b>	<b>2,595,217.02</b>	<b>390,467.22</b>
Total General fund	1,067,694.61	1,357,820.32	290,125.71
Total Community Education	129,532.57	149,162.52	19,629.95
Total Debt Redemption	1,007,516.62	1,088,234.18	80,717.56
<b>Grand Total Levy (Increase)</b>	<b>2,204,743.80</b>	<b>2,595,217.02</b>	<b>390,473.22</b>
General Fund Percent	48.43%	52.32%	
Community Ed. Percent	5.88%	5.75%	
Debt Redemption Percent	45.70%	41.93%	
<b>Total Percentages</b>	<b>100.00%</b>	<b>100.00%</b>	

**Q Comp underlevy (Local portion not included in amounts above) 72,495.15**





# Yellow Medicine East, ISD 2190

## ISD 2190 – BOARD OF DIRECTORS' AGENDA ANALYSIS

**AGENDA ITEM:** 10.2.  
**MEETING DATE:** September 12, 2016  
**SUBJECT:** Transfer of Funds from General Fund to Food Service Fund for FY 16

### BOARD ACTION

Required x  
Information  
Scheduled Report

### BACKGROUND/RATIONALE

**PRESENTER(S)** Dr. Clark and LeeAnn Boushek

**COMMITTEE** None

### SUPERINTENDENT RECOMMENDATION

Recommend support as required by audit practices.



# Yellow Medicine East, ISD 2190

## ISD 2190 – BOARD OF DIRECTORS’ AGENDA ANALYSIS

**AGENDA ITEM:** 10.3.  
**MEETING DATE:** September 12, 2016  
**SUBJECT:** Change December 12, 2016 board meeting start time to 5:00 pm

### BOARD ACTION

Required X  
Information  
Scheduled Report

### BACKGROUND/RATIONALE

Review of school activities calendar indicates a conflict with this date schedule. The 6-12 Concert is scheduled for 7:00 pm on that same date. It is assumed that at least two board members will want to attend the concert on that date.

Therefore, a change of board meeting start time from 6:00 pm to 5:00 pm would allow the business of the board to be completed in time for that concert start.

This meeting shall contain the Truth and Taxation meeting with start time at 6:00 pm.

**PRESENTER(S)** Dr. Clark

**COMMITTEE** None

### SUPERINTENDENT RECOMMENDATION

Recommend Support of the change



# Yellow Medicine East, ISD 2190

## ISD 2190 – BOARD OF DIRECTORS' AGENDA ANALYSIS

**AGENDA ITEM:** 10.4.  
**MEETING DATE:** September 12, 2016  
**SUBJECT:** Set Truth and Taxation Meeting

**BOARD ACTION**

Required x  
Information  
Scheduled Report

**BACKGROUND/RATIONALE**

The Truth and Taxation is a mandated meeting with the restriction of no earlier than 6:00 pm start. We have a meeting on that date.

**PRESENTER(S)** Dr. Clark

**COMMITTEE** None

**SUPERINTENDENT RECOMMENDATION**

Recommend support of this public notice



# Yellow Medicine East, ISD 2190

## ISD 2190 – BOARD OF DIRECTORS’ AGENDA ANALYSIS

**AGENDA ITEM:** 10.5.  
**MEETING DATE:** September 12, 2016  
**SUBJECT:** Worlds’ Best Work Force Committee Meeting

### BOARD ACTION

Required  
Information x  
Scheduled Report

### BACKGROUND/RATIONALE

The board does not require action on this item, as it is a matter of committee work. This notice is for public address of a meeting where board members, maybe a quorum, will be present. The notice provides the intention of the meeting and announces there is no business of the board of education taking place at this meeting.

**PRESENTER(S)** Dr. Clark

**COMMITTEE** Full Board of Education

### SUPERINTENDENT RECOMMENDATION



## Employees may Exercise Special Enrollment Rights in 2017

As you may know, Blue Cross Blue Shield of Minnesota (BCBS) will cease offering most health plans in the individual market next year. They will still offer coverage under an HMO plan for individuals, “Blue Plus of Minnesota.” But that coverage does not provide access to the same, statewide network of physicians. As a result, employees and their spouses and dependents whose individual coverage is cancelled may wish to enroll in your group health plan as of January 1, 2017.

The plan year for school districts in the SWWC School Insurance Pool is from July 1, 2016 to June 30, 2017. But if you have an employee whose coverage under an individual policy is cancelled, they may have “special enrollment rights” under the Health Insurance Portability and Accountability Act of 1996 (HIPAA). HIPAA provides that an employee who declines an offer of coverage may enter the plan mid-year if, at the time they declined coverage, (a) they had other health insurance, and (b) the other coverage is terminated.

Employees who request to enroll in your group health plan effective January 1, 2017, or who wish add spouses and dependents who lose coverage, have 30 days from the loss of coverage to request enrollment in your plan. Because BCBS will stop offering individual health plans on January 1, 2017, you should accommodate requests made from January 1, 2017 through January 30, 2017. You should ask for a copy of the BCBS coverage termination letter for your records. Only those individuals who have experienced a qualifying event (coverage termination) are entitled to a special enrollment period. You should request a copy of the cancellation letter, or other documentation of the special enrollment event, for your file. You may be required to provide a copy of the same if requested by the plan administrator (BCBS) or the SWWC Service Cooperative.

You do not have to permit employees to enroll mid-year unless they would otherwise have been eligible for coverage. The amount they will have to contribute should be the same as with other similarly-situated employees.

Please feel free to contact me at 507-537-2295 or [doug.deragisch@swsc.org](mailto:doug.deragisch@swsc.org) if you have any questions.

Thanks,



Doug Deragisch, Senior Director of Risk Management  
SWWC Service Cooperative