

Yellow Medicine East ISD 2190 School Board Meeting Agenda



Monday, December 11, 2017 at 5:00 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.

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 - November 13, 2017 4
 2. Approval of Payment for Claims 6
 3. Approval of Finance Report 22
 4. Approval of Enrollment Report 23
 5. Accept Hoops Club Donation - Video Camera & Streaming Computer for Online Streaming of School Events
 2. Personnel Items 24
 1. Employment - Bert Raney Paraprofessional - Desirae Gonzalez
 2. Employment - Long-Term Substitute High School Instructor - Shelly Gaffaney
 3. Employment - Bert Raney Paraprofessional - Jennifer Luepke
 4. Employment - Dakota Language Apprentice - Charles Thode
 5. Resignation - School Readiness Paraprofessional - Beth Pullan 25
 6. Employment - School Readiness Paraprofessional - Julie Jaenisch
 7. Resignation - Varsity Head Football Coach - Mike Gaffaney 26
 8. Termination of Employment - Coty Milhouson - Assistant Wrestling Coach (Will be contracted through RCW)

9. Leave of Absence Request - High School Instructor - Robyn Aslesen	27
7. Reports	
1. District - Dr. Rick Clark, Superintendent	
2. Bert Raney Elementary - Lisa Hansen, Principal	28
3. YME Middle/HighSchool - Ryan Luft, Principal	29
8. Written Reports Submitted	
1. MRVED Superintendents' Council Meeting Minutes - October 25, 2017	30
2. MVCC Board Meeting Minutes - November 13, 2017	34
3. Region 3A Updates, Minutes & Revised Tentative Calendar - December 6, 2017	35
9. Old Business	
1. Issue Contract to Studio E Architects, LLC, Glenwood, MN and Advertise for Bids	39
2. Consideration of Contract with Verizon Wireless for Installation of Mini-Tower on School Grounds	54
3. Discussion of Work Session for Process of Selecting the Next Superintendent	70
10. New Business	
1. Direct the Administration to Make Recommendations on the Reduction of Programs and Positions due to Declining Enrollment	71
2. MREA Election - Board of Directors	73
11. Correspondence	
12. Upcoming Events	
1. Policy Committee Meeting - December 12, 2017 - 6:00 pm - Board Room	
2. Early Dismissal - Staff Development - December 13, 2017 - 2:30 pm	
3. Finance Committee Meeting - December 19, 2017 - 5:30 pm - Board Room	
4. Early Dismissal - Christmas Break - December 22, 2017 - 1:00 pm	
5. No School - Christmas Break - December 25, 2017 - January 2, 2018	
6. Classes Resume - January 3, 2018	
7. School Board Meeting - January 8, 2018 - 6:00 pm - Board Room	
8. Early Dismissal - Staff Development - January 10, 2018 - 2:30 pm	
9. No School - Staff Development - MRVED Melt - January 15, 2018	
10. End of 2nd Quarter - January 19, 2018	
11. No School - Staff Development - January 22, 2018	
13. Truth In Taxation Hearing to begin at 6:00 pm	
1. Budget Information - Fiscal Year 2017 and Fiscal Year 2018	75
2. Action - Resolution to approve Levy Certification	

14. Recess Regular Meeting for Closed Session to Discuss Negotiation Strategy
15. Adjourn the Meeting

**YELLOW MEDICINE EAST ISD #2190
REGULAR SCHOOL BOARD MEETING MINUTES
MONDAY, NOVEMBER 13, 2017 – 6:00 PM
YME BOARD ROOM**

Chair Dawn Odegard called the meeting to order.

Roll Call of Board Members Present: Susan Bones, Jeremy Corner, Amanda Lecy, Dawn Odegard, Sharon Rupp, Sonja Pederson, Dr. Rick Clark

Members Excused: Steve Rupp

Staff/Public Present: Deb Beckler, Roberta Bjerkeset, Jedd Blue, Lee Ann Boushek, Tamara Isfeld, Tim Knapper, Sheila Koepke, Zach Koepke, Denise Streich

Motion by Sharon Rupp, second by Amanda Lecy, and carried unanimously, to approve the agenda for the meeting after an update to the Upcoming Events.

Dr. Rick Clark read the YME Mission Statement.

The opportunity to address the Board received no response.

The 2016-2017 audit report was presented by Barry Evenstad & Tanya Duscher of Hoffman & Brobst, PLLP.

Motion by Sharon Rupp, second by Susan Bones, and carried unanimously by roll call vote, to approve the FY17 audit report, as presented.

Motion by Sonja Pederson, second by Amanda Lecy, and carried to approve the consent agenda items as follows:

- approval of the October 9, 2017 regular meeting minutes.
- approval of the October 30, 2017 World's Best Workforce public meeting information.
- payment of bills in the amount of \$495,224.35 with checks numbered 19798-19955; and wire transfers in the amount of \$189,778.75 numbered 201700064-201700071.
- finance report, as submitted.
- enrollment report, as submitted.
- employment - Senior Advocate – Chris Jensen.
- employment - Hispanic Liaison – Erica Galvan.
- employment – Assistant Wrestling Coach – Justin Tongen.
- volunteer coach recognition – Dance – Sami Halvorson.
- volunteer coach recognition –Dance – Kaily Viergutz.
- leave of absence request – MS/HS Science - Leanne Carmany.
- leave of absence request – Outside Maintenance – Todd Reishus.
- resignation – Bert Raney Elementary Paraprofessional – Katie Lavin.
- separation of employment – Dakota Language Apprentice – Deanna Chase.

Tammy Isfeld and Jedd Blue shared information on the YME art program. A PowerPoint presentation highlighted many wonderful projects the students are working on within the district. Ms. Isfeld also mentioned future projects that are being planned.

YME MS/HS Principal Ryan Luft submitted a written report.

Superintendent, Dr. Rick Clark, reviewed his written report.

Bert Raney Elementary Principal Lisa Hansen submitted a written report.

Submitted written reports included: MRVED Superintendents' Council meeting minutes – September 27, 2017; Food Service Committee meeting minutes – October 4, 2017; Policy Committee meeting minutes – October 10, 2017; 1:1

Technology Committee meeting minutes – October 17, 2017; MREA Article – State Aid Buying Power Erodes for MN Schools; External Vulnerability Scanning Proposal

Old Business:

Motion by Jeremy Corner, second by Sonja Pederson, and carried to designate Susan Bones as the Indian Education Representative for the district.

Discussion was held regarding the superintendent search format. A work session will be scheduled to determine candidate criteria and interview questions.

Board negotiators will meet with Dr. Clark to discuss a contract extension for the 2018-2019 school year.

Motion by Sonja Pederson, second by Susan Bones, and carried, with Jeremy Corner opposed, to change the notification limit in the Food Service Collections Policy from \$10.00 to \$25.00 per family.

Discussion regarding the consideration of accepting a property donation was held. It was determined that the property would not serve the needs of the district. No action was taken.

Motion by Sharon Rupp, second by Susan Bones, and carried to amend the 2017-2018 budget to include the installation of a handicapped opener on the MS/HS library door, not to exceed \$6,500.00, including electrical.

Motion by Jeremy Corner, second by Sharon Rupp, and carried to amend the 17-18 budget to include funds for a school newspaper for the remainder of the 17-18 school year (\$1,225) and the November edition (\$230) for a total of 6 editions.

Correspondence included an American Education Week declaration.

Upcoming Events:

Early Dismissal – Staff Development – November 15, 2017 – 2:30 pm

Finance Committee Meeting – November 21, 2017- 6:00 pm – Board Room

No School – Thanksgiving Break – November 23 & 24, 2017

Early Dismissal – Staff Development – November 29, 2017 – 2:30 pm

Buildings & Grounds Committee Meeting – December 5, 2017 – 6:00 pm – Board Room

Board Meeting – December 11, 2017 – 5:00 pm– Board Room

Truth in Taxation Hearing – December 11, 2017 – 6:00 pm – Board Room

Policy Committee Meeting – December 12, 2017 – 6:00 pm – Board Room

Early Dismissal – Staff Development – December 13, 2017 – 2:30 pm

Early Dismissal – Christmas Break – December 22, 2017 – 1:00 pm

No School – Christmas Break – December 25, 2017 - January 2, 2018

Classes Resume – January 3, 2018

The meeting was adjourned by Chair Odegard.

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
19973	A&B BUSINESS SOLUTIONS	12/11/2017	456181	copier lease	0	1,492.50	2,541.00
1 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		286.85	
01 E	350 211 290 302 580			SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/CAPITAL LEAS		555.65	
			456181-	COPIER MAINT.	0	847.35	
01 E	005 020 290 000 350			SUPERINTENDENT'S OFFICE/DISTRICT WIDE/REPAIRS AND MAINT		127.00	
01 E	100 203 290 000 350			ELEMENTARY GENERAL ED./DISTRICT WIDE/REPAIRS AND MAINT		254.00	
01 E	300 211 290 000 350			SECONDARY EDUCATION GENERAL/DISTRICT WIDE/REPAIRS AND M		286.85	
01 E	350 211 290 000 350			SECONDARY EDUCATION GENERAL/DISTRICT WIDE/REPAIRS AND M		179.50	
			458258	staples	0	201.15	
01 E	300 211 000 000 430			SECONDARY EDUCATION GENERAL/DISTRICT WIDE/SUPPLIES/DIST		201.15	
19974	ACT	12/11/2017	31990281		0	250.00	718.00
01 E	300 710 000 000 461			COUNSELING/GUIDANCE/DISTRICT WIDE/STANDARDZED TESTS/DIS		250.00	
			31995808	pre act packages	0	468.00	
01 E	005 790 000 313 430			OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		468.00	
19975	ADVOCATE TRIBUNE	12/11/2017	104035-01	ads	0	557.95	768.65
01 E	005 010 000 000 380			BOARD OF EDUCATION/DISTRICT WIDE/PRINTING/ADVERTISING/D		557.95	
			119178-01	dcl-preschool	0	72.10	
04 E	500 505 000 321 380			COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PRINTIN		72.10	
			154858-01	MUSICAL	0	138.60	
01 E	300 298 236 000 401			EXTRACURRICULAR ACTIVITIES/DISTRICT WIDE/GENERAL SUPPLI		138.60	
19976	ALMICH'S MARKET	12/11/2017	1		0	1,736.71	1,771.76
01 E	300 260 000 000 430			NATURAL SCIENCES/DISTRICT WIDE/SUPPLIES/DISTRICT WIDE		32.23	
02 E	005 770 000 701 490			FOOD SERVICES/SCHOOL LUNCH/FOOD/DISTRICT WIDE		60.30	
01 L	230 92			GENERAL FUND/DEFERRED REVENUE/WELLNESS \$		47.01	
09 L	230 27			TRUST FUND/DEFERRED REVENUE/SR. CITIZENS GEN ACTIVITY		27.83	
04 E	500 582 000 344 490			LEARNING READINESS/LEARNING READINESS/FOOD/DISTRICT WID		362.20	
01 E	350 250 000 000 430			FAMILY CONSUMER SCIENCE/DISTRICT WIDE/SUPPLIES/DISTRICT		120.71	
01 E	300 331 000 830 490			FAMILY LIFE SCIENCE (VOC)/VOCATIONAL PROGRAMS/FOOD/DIST		1,086.43	
			10		0	35.05	
01 E	300 301 501 830 433			AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		35.05	
19977	AMERICAN WELDING AND GAS, INC.	12/11/2017	1		0	938.58	938.58
01 E	300 301 501 830 433			AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		938.58	
19978	Vendor Continued Void	12/11/2017					0.00
19979	Vendor Continued Void	12/11/2017					0.00
19980	BENNETT & BENNETT INC.	12/11/2017	1	REG ROUTES	0	56,077.14	76,481.09
01 E	005 760 000 720 360			PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		56,077.14	
			10	SACRED RUN	0	2,800.00	
01 E	005 760 000 723 360			PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		2,800.00	
			11	BAND RENT	0	30.00	
01 E	300 258 233 000 370			MUSIC/DISTRICT WIDE/RENTALS AND LEASES/INSTRUMENTAL MUS		30.00	
			15062	CC	0	184.22	
01 E	300 292 226 733 360			BOYS/GIRLS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/TRAN		184.22	
			15063	VB	0	184.57	
01 E	300 296 209 733 360			GIRLS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/TRANSP		184.57	
			15069	CAREER DAY	0	176.15	
01 E	300 211 000 733 360			SECONDARY EDUCATION GENERAL/TRANSPORTATION/NON-AUTHORIZ		176.15	
			15070	ART CLASS	0	584.06	
01 E	005 760 000 714 360			PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION		584.06	
			15072	VETERAN'S DAY	0	253.11	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 300 211 000 733 360				SECONDARY EDUCATION GENERAL/TRANSPORTATION/NON-AUTHORIZ		253.11	
			15075	BROOKINGS	0	344.17	
01 E 300 211 000 733 360				SECONDARY EDUCATION GENERAL/TRANSPORTATION/NON-AUTHORIZ		344.17	
			15076-	DAKOTA LANGUAGE	0	1,086.38	
01 E 005 790 000 320 366				OTHER PUPIL SUPPORT SERVICES/SUCCESS GRANT (INDIAN ED.)		1,086.38	
			15077	GBB	0	166.61	
01 E 300 296 213 733 360				GIRLS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/TRANSPORT		166.61	
			2	FUEL	0	1,028.63	
01 E 005 760 000 720 360				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		1,028.63	
			20	YOUTH FRONTIERS	0	155.54	
01 E 005 760 000 714 360				PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION		155.54	
			3	CLKFD SHUTTLE	0	1,388.80	
01 E 005 760 000 720 360				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		1,388.80	
			4	OUT OF DISTRICT	0	3,427.00	
01 E 005 760 000 713 360				PUPIL TRANSPORTATION/OPEN ENROLLMENT/TRANSPORTATION CON		3,427.00	
			5	SPECIAL NEEDS	0	4,772.53	
01 E 005 760 000 723 360				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		4,772.53	
			6	GF MIDDAY PS/RSL	0	214.88	
01 E 005 760 000 723 360				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		214.88	
			8	BELVIEW RUN	0	2,800.00	
01 E 005 760 000 723 360				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		2,800.00	
			9	GRANITE RUN	0	807.30	
01 E 005 760 000 723 360				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		807.30	
9981 BENSON LAUNDRY		12/11/2017	1		0	47.12	47.12
02 E 005 770 000 701 382				FOOD SERVICES/SCHOOL LUNCH/LAUNDRY AND DRY CLEANING/DIS		47.12	
19982 BILL'S ELECTRIC		12/11/2017	1	ELEM BREAK ROOM	0	265.00	2,373.68
01 E 005 865 000 370 305				LONG TERM FACILITY MAINT./ELECTRICAL LTFM/PROFESSIONAL		265.00	
			2	ELEM BLDG/ROOF	0	2,108.68	
01 E 005 865 000 370 305				LONG TERM FACILITY MAINT./ELECTRICAL LTFM/PROFESSIONAL		2,108.68	
19983 BORCH'S INC.		12/11/2017	LETTER J	LETTER JACKET	0	321.00	321.00
04 E 500 505 000 321 450				RESALE			
				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		321.00	
19984 CARL'S BAKERY		12/11/2017	19379		0	26.00	26.00
04 E 500 590 157 321 401				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU		26.00	
19985 CENEX CREDIT CARD		12/11/2017	1		0	467.03	467.03
01 E 005 810 193 000 442				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/GAS & OIL/CAR		467.03	
19986 CHANHASSEN DINNER THEATRES		12/11/2017	1		0	330.00	330.00
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		330.00	
19987 CHIPPEWA COUNTY AUDITOR		12/11/2017	1	TAX NOTICES pay	0	226.98	226.98
01 E 005 010 000 000 401				18			
				BOARD OF EDUCATION/DISTRICT WIDE/GENERAL SUPPLIES/DISTR		226.98	
19988 Vendor Continued Void		12/11/2017					0.00
19989 CITY OF GRANITE FALLS		12/11/2017	1	WATER-SEWER	0	755.65	12,232.67
01 E 005 810 183 000 330				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/UTILITY SERVIC		755.65	
			2	BR ELECTRICITY	0	2,650.12	
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/UTILITY SERVIC		2,650.12	
			3	HS WATER-SEWER	0	869.30	
01 E 005 810 183 000 330				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/UTILITY SERVIC		869.30	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1 E 005 810 184 000 330			4	HS ELECTRICITY OPERATIONS AND MAINTENANCE/DISTRICT WIDE/UTILITY SERVIC	0	7,590.34 7,590.34	
01 E 005 810 184 000 330			5	TRACK OPERATIONS AND MAINTENANCE/DISTRICT WIDE/UTILITY SERVIC	0	13.13 13.13	
01 E 300 361 000 000 330			6	CARPENTRY VOCATIONAL WEIDAUER/DISTRICT WIDE/UTILITY SERVICES/DIST	0	12.79 12.79	
01 E 005 810 191 000 330			7	OM OPERATIONS AND MAINTENANCE/DISTRICT WIDE/UTILITY SERVIC	0	341.34 341.34	
19990 FREDERICK W CLARK 01 E 005 020 000 000 320		12/11/2017	1	CELL PHONE SUPERINTENDENT'S OFFICE/DISTRICT WIDE/COMMUNICATIONAL S	0	120.00 120.00	120.00
19991 CLIMATE AIR, INC. 01 E 005 810 000 000 350		12/11/2017	41427	boiler repair OPERATIONS AND MAINTENANCE/DISTRICT WIDE/REPAIRS AND MA	0	2,115.39 2,115.39	2,115.39
19992 CONTINENTAL CLAY CO 01 E 300 790 154 000 401		12/11/2017	121136	ART-KIWANIS-POTTER S WHEEL OTHER PUPIL SUPPORT SERVICES/DISTRICT WIDE/GENERAL SUPP	0	1,252.50 1,252.50	1,252.50
19993 SKYLER CORNER 04 E 500 505 000 321 305		12/11/2017	1	dance explosion COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PROFESS	0	431.97 431.97	431.97
19994 COUNTRYSIDE PUBLIC HEALTH 01 L 230 21		12/11/2017	1	CHLORINE TEST STRIPS GENERAL FUND/DEFERRED REVENUE/CONCESSIONS	0	6.50 6.50	6.50
19995 DAVE'S ELECTRIC CO 01 E 005 810 000 000 350		12/11/2017	143532	GYM HEATER MOTOR OPERATIONS AND MAINTENANCE/DISTRICT WIDE/REPAIRS AND MA	0	291.69 291.69	291.69
19996 DEAN FOODS NORTH CENTRAL, INC. 02 E 005 770 000 701 495 2 E 005 770 000 705 495 2 E 005 770 104 707 401 02 E 005 770 000 703 495		12/11/2017	1	FOOD SERVICES/SCHOOL LUNCH/MILK/DISTRICT WIDE FOOD SERVICES/BREAKFAST/MILK/DISTRICT WIDE FOOD SERVICES/ALA CARTE/OTHER/GENERAL SUPPLIES/FOOD ORD FOOD SERVICES/SPECIAL MILK/MILK/DISTRICT WIDE	0	2,290.21 1,328.46 613.70 239.05 109.00	2,290.21
19997 DIRTY DOG PRODUCTIONS 01 E 300 296 228 000 401		12/11/2017	4206	danceline GIRLS ATHLETICS/DISTRICT WIDE/GENERAL SUPPLIES/DANCELIN	0	838.63 838.63	838.63
19998 DISCOUNT SCHOOL SUPPLY 01 E 100 201 000 000 433		12/11/2017	W29957390101	KINDERGARTEN/DISTRICT WIDE/INDIVIDUAL INST SUPPLIES/DIS	0	49.05 49.05	49.05
19999 EAU CLAIRE ACADEMY 01 E 998 408 000 740 392 01 E 998 408 000 740 392		12/11/2017	1 385313	TUITION SPEC. ED EMOTION/BEHAVIORAL DISORDER/STATE FUNDED SPECIAL ED/OUT tuition-november EMOTION/BEHAVIORAL DISORDER/STATE FUNDED SPECIAL ED/OUT	0	2,062.88 2,062.88 2,449.67 2,449.67	4,512.55
20000 TIM EPEMA 01 E 300 294 221 000 401		12/11/2017	1	WRESTLING BOYS ATHLETICS/DISTRICT WIDE/GENERAL SUPPLIES/WRESTLING	0	175.00 175.00	175.00
20001 F & M STATE BANK 01 E 005 110 000 000 899		12/11/2017	300116	SAFETY DEPOSIT BOX ACCOUNTING OFFICE/DISTRICT WIDE/MISCELLANEOUS EXPENSE/D	0	25.00 25.00	25.00
20002 FRAN DEBAERE 01 E 005 810 000 000 350 01 E 005 760 000 720 350		12/11/2017	1276 1342	VOICEMAIL OPERATIONS AND MAINTENANCE/DISTRICT WIDE/REPAIRS AND MA BUS RADIO PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/REPAIRS	0	292.50 292.50 809.44 809.44	1,101.94
20003 GREG FRANK 04 E 500 505 000 321 305		12/11/2017	1	NOV TKD COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PROFESS	0	238.00 238.00	238.00
20004 GRAND AFFAIR 01 L 230 33		12/11/2017	4207-41	PLANTER GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU	0	60.00 60.00	60.00
0005 GRAND FORKS PUBLIC SCHOOLS		12/11/2017	13112	RED RIVER	0	376.57	376.57

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				BEHAVIORAL HEALTH SYSTEM 11/14-11/21			
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL/DISTRICT WIDE/TUITION TO OT		376.57	
20006 GRANITE FALLS AUTO PARTS		12/11/2017	1		0	21.33	21.33
01 E 005 810 193 000 401				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/GENERAL SUPPLI		7.98	
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		13.35	
20007 GRANITE FALLS OFFICIALS ASSOC.		12/11/2017	NOV	JH BOYS BB	0	600.00	600.00
01 E 350 294 213 000 401				BOYS ATHLETICS/DISTRICT WIDE/GENERAL SUPPLIES/BASKETBAL		600.00	
20008 GRAPHIC EDGE		12/11/2017	1	dance explosion	0	288.07	288.07
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		288.07	
20009 GREAT PLAINS NATURAL GAS CO		12/11/2017	1	BRE	0	1,876.92	6,757.23
01 E 005 810 000 000 440				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/FUEL FOR BUILD		1,876.92	
			2	HIGH SCHOOL	0	4,800.51	
01 E 005 810 000 000 440				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/FUEL FOR BUILD		4,800.51	
			3	MAINTENANCE	0	79.80	
01 E 005 810 191 000 440				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/FUEL FOR BUILD		79.80	
20010 HANSEN, LISA		12/11/2017	1	CELL PHONE	0	120.00	259.21
01 E 100 050 000 000 320				PRINCIPAL'S OFFICE/DISTRICT WIDE/COMMUNICATIONAL SERVIC		120.00	
			10	snacks	0	5.10	
01 E 100 203 362 000 899				ELEMENTARY GENERAL ED./DISTRICT WIDE/MISCELLANEOUS EXPE		5.10	
			22	student prizes	0	13.89	
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		13.89	
			33	misc.	0	34.12	
1 E 100 050 000 000 899				PRINCIPAL'S OFFICE/DISTRICT WIDE/MISCELLANEOUS EXPENSE/		34.12	
			44	carle canvas	0	42.59	
01 E 005 790 162 000 530				OTHER PUPIL SUPPORT SERVICES/DISTRICT WIDE/EQUIPMENT PU		42.59	
			55	misc.	0	43.51	
01 E 100 050 000 000 899				PRINCIPAL'S OFFICE/DISTRICT WIDE/MISCELLANEOUS EXPENSE/		43.51	
20011 SCOTT HANSEN		12/11/2017	1	INTEGRATION meals	0	72.00	72.00
01 E 005 790 000 313 430				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		72.00	
20012 HENDERSON, ROBIN		12/11/2017	1		0	165.30	165.30
01 E 005 605 000 313 366				GENERAL INSTRUCTIONAL SUPPORT/ACHIEVEMENT & INTEGRATION		165.30	
20013 HILLYARD/HUTCHINSON		12/11/2017	1002798146		0	1,323.24	1,323.24
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/CUST/REPAIR SU		1,323.24	
20014 INK SPOT		12/11/2017	1	envelopes	0	142.50	142.50
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED./DISTRICT WIDE/SUPPLIES/DISTRICT		142.50	
20015 INNOVATIVE OFFICE SOLUTIONS LL		12/11/2017	1		0	217.10	756.80
01 E 300 211 000 000 433				SECONDARY EDUCATION GENERAL/DISTRICT WIDE/INDIVIDUAL IN		217.10	
			1818690		0	70.00	
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED./DISTRICT WIDE/SUPPLIES/DISTRICT		70.00	
			1826974		0	85.22	
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED./DISTRICT WIDE/SUPPLIES/DISTRICT		85.22	
			1841913		0	73.56	
02 E 005 770 000 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/DISTRICT WI		73.56	
			1841973		0	139.16	
02 E 005 770 000 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/DISTRICT WI		139.16	
			1843401		0	171.76	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED./DISTRICT WIDE/SUPPLIES/DISTRICT		171.76	
20016	ISCORP	12/11/2017	1	SKYWARD FINANCE	0	195.50	195.50
01 E 005 110 000 000 350				ACCOUNTING OFFICE/DISTRICT WIDE/REPAIRS AND MAINTENANCE		195.50	
20017	TAMARA ISFELD	12/11/2017	1	wellness painting grant	0	500.00	500.00
01 L 230 92				GENERAL FUND/DEFERRED REVENUE/WELLNESS \$		500.00	
20018	JEFFREY IVERSON	12/11/2017	1	MUSICAL SUPPLIES	0	64.14	244.37
01 E 300 298 236 000 401				EXTRACURRICULAR ACTIVITIES/DISTRICT WIDE/GENERAL SUPPLI		64.14	
			2	STAFF DEV. ACDA CONF.	0	180.23	
01 E 300 640 000 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		180.23	
20019	JMC COMPUTER SERVICE INC	12/11/2017	50843	message center ms/hs	0	595.50	1,191.00
01 E 300 211 000 000 405				SECONDARY EDUCATION GENERAL/DISTRICT WIDE/SOFTWARE ETC/		595.50	
			50844	message center elem.	0	595.50	
01 E 100 203 000 000 405				ELEMENTARY GENERAL ED./DISTRICT WIDE/SOFTWARE ETC/DISTR		595.50	
20020	PEPPER OF MINNEAPOLIS	12/11/2017	11018944	MUSIC/DISTRICT WIDE/SUPPLIES/INSTRUMENTAL MUSIC	0	129.99	129.99
01 E 300 258 233 000 430						129.99	
20021	KNAPPER, TIMOTHY	12/11/2017	1	BOYS/GIRLS ATHLETICS/DISTRICT WIDE/TRAVEL-SCHOOL BUSINE	0	86.84	178.24
01 E 300 292 000 000 366						86.84	
			44	COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/TRAVEL-	0	91.40	
04 E 500 505 000 321 366						91.40	
20022	TIMOTHY J. KNUTSON	12/11/2017	1	shoes per contract	0	64.99	64.99
01 E 005 810 126 000 401				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/GENERAL SUPPLI		64.99	
20023	LEARNING A-Z	12/11/2017	1	ELEMENTARY GENERAL ED./DISTRICT WIDE/INSTRUCTIONAL TECH	0	98.95	98.95
01 E 100 203 000 000 406						98.95	
20024	AMANDA LECY	12/11/2017	1	MILEAGE	0	26.10	26.10
01 E 005 010 000 000 366				BOARD OF EDUCATION/DISTRICT WIDE/TRAVEL-SCHOOL BUSINESS		26.10	
20025	LECY, BENJAMIN	12/11/2017	1	OPERATIONS AND MAINTENANCE/DISTRICT WIDE/GAS & OIL/DIST	0	55.88	55.88
01 E 005 810 000 000 442						55.88	
20026	JENNA LUEPKE	12/11/2017	1	SHOES PER CONTRACT	0	72.24	72.24
02 E 005 770 126 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/DRESS PER C		72.24	
20027	RYAN C LUFT	12/11/2017	1	CELL PHONE	0	120.00	346.77
01 E 300 050 000 000 320				PRINCIPAL'S OFFICE/DISTRICT WIDE/COMMUNICATIONAL SERVIC		120.00	
			10	PRINCIPAL'S OFFICE/DISTRICT WIDE/DUES & MEMBERSHIPS/DIS	0	60.00	
01 E 300 050 000 000 820						60.00	
			11	STAFF DEVELOPEMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE	0	166.77	
01 E 300 640 000 316 367						166.77	
20028	MATBOSS LLC	12/11/2017	3008	WRESTLING SOFTWARE	0	549.00	549.00
01 E 300 294 221 000 401				BOYS ATHLETICS/DISTRICT WIDE/GENERAL SUPPLIES/WRESTLING		549.00	
20029	MCEA	12/11/2017	17-18	DUES	0	528.00	528.00
04 E 500 505 000 321 820				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/DUES &		528.00	
20030	MN DEPARTMENT OF LABOR & IND.	12/11/2017	87215	house	0	1,333.50	1,333.50
01 R 300 361 000 000 619				VOCATIONAL WEIDAUER/DISTRICT WIDE/HOUSE EXPENSES-CONTRA		1,333.50	
20031	MINNESOTA ELEVATOR TOTAL ELEVA	12/11/2017	729935	INSPECTION	0	352.28	352.28

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01 E 005 865 000 347 305				LONG TERM FACILITY MAINT./PHYSICAL HAZARD CONTROL/PROFE		352.28	
20032 MN RIVER VALLEY EDUCATION DIST		12/11/2017	1	COMM ED	0	125.00	13,901.43
01 E 005 105 129 310 391				ADMINISTRATIVE SUPPORT/COOPERATIVE/MN SCH DIST - REIMBU		125.00	
			2	BOARD	0	5.56	
01 E 005 105 129 310 391				ADMINISTRATIVE SUPPORT/COOPERATIVE/MN SCH DIST - REIMBU		5.56	
			3	PROF DEV	0	5,301.50	
01 E 005 640 129 316 391				STAFF DEVELOPMENT/STAFF DEVELOPMENT/MN SCH DIST - REIMB		5,301.50	
			4	MRVED	0	2,206.59	
01 E 005 105 129 310 391				ADMINISTRATIVE SUPPORT/COOPERATIVE/MN SCH DIST - REIMBU		2,206.59	
			5		0	2,854.43	
01 E 610 211 129 310 370				SECONDARY EDUCATION GENERAL/COOPERATIVE/RENTALS AND LEA		2,854.43	
			6	TECH FIBER LEASE	0	3,408.35	
01 E 005 630 129 310 391				TECHNOLOGY INSTRUCTIONAL/COOPERATIVE/MN SCH DIST - REIM		3,408.35	
20033 MUSIC STREET		12/11/2017	1		0	10.84	17.79
01 E 300 258 233 000 430				MUSIC/DISTRICT WIDE/SUPPLIES/INSTRUMENTAL MUSIC		10.84	
			2		0	6.95	
01 E 300 258 233 000 450				MUSIC/DISTRICT WIDE/MATERIALS PURCH FOR RESALE/INSTRUME		6.95	
20034 MVCC		12/11/2017	17-18	spec ed contract	0	154,983.35	154,983.35
01 E 200 420 978 740 396				SPECIAL EDUCATIONAL GENERAL/STATE FUNDED SPECIAL ED/DUE		154,983.35	
20035 NDR CABLES & NETWORKS		12/11/2017	12176		0	442.84	442.84
01 E 005 630 199 000 401				TECHNOLOGY INSTRUCTIONAL/DISTRICT WIDE/GENERAL SUPPLIES		442.84	
20036 OLSON SANITATION INC.		12/11/2017	2097		0	877.50	877.50
01 E 005 810 000 000 330				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/UTILITY SERVIC		877.50	
0037 PAAPE COMPANIES INC.		12/11/2017	5468	BOILER REPAIR	0	95.00	95.00
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/REPAIRS AND MA		95.00	
20038 PAN-O-GOLD BAKING CO.		12/11/2017	1		0	454.92	461.18
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/DISTRICT WIDE		454.92	
			2		0	6.26	
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/DISTRICT WIDE		6.26	
20039 PAN-O-GOLD BAKING CO.		12/11/2017	10		0	77.50	77.50
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/DISTRICT WIDE		77.50	
20040 PAR PIPING & FABRICATION INC		12/11/2017	9598	WELDING	0	151.10	151.10
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		151.10	
20041 PARAGON		12/11/2017	1	to void	0	1.00	1.00
01 E 005 790 000 313 430				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		1.00	
20042 PIONEER VALLEY BOOKS		12/11/2017	11		0	628.32	628.32
01 E 100 203 000 302 460				ELEMENTARY GENERAL ED./CAPITAL OUTLAY/BOOKS/WORKBOOKS/D		628.32	
20043 PIONEER ATHLETICS		12/11/2017	1	to void	0	1.00	1.00
01 E 005 790 000 313 430				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		1.00	
20044 KELLY POCHARDT		12/11/2017	1	fy17 check lost - reissued	0	150.00	150.00
01 E 005 790 000 313 430				Integration		150.00	
				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		150.00	
20045 REALLY GOOD STUFF		12/11/2017	6281211		0	14.94	14.94
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED./DISTRICT WIDE/SUPPLIES/DISTRICT		14.94	
20046 REINHART INST FOODS		12/11/2017	1		0	12,589.36	12,589.36
02 E 005 770 000 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/DISTRICT WI		1,069.26	
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/DISTRICT WIDE		7,059.20	

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72 E	005 770 000 705 490			FOOD SERVICES/BREAKFAST/FOOD/DISTRICT WIDE		3,102.52	
2 E	005 770 104 707 490			FOOD SERVICES/ALA CARTE/OTHER/FOOD/FOOD ORDERED ONLY/CA		1,124.89	
J2 E	005 770 000 702 490			FOOD SERVICES/AFTER SCHOOL SNACKS/FOOD/DISTRICT WIDE		233.49	
20047	TODD REISHUS	12/11/2017	1	SHOES PER CONTRACT	0	109.99	109.99
01 E	005 810 126 000 401			OPERATIONS AND MAINTENANCE/DISTRICT WIDE/GENERAL SUPPLI		109.99	
20048	AL RESZEL	12/11/2017	1	targeted services	0	80.95	231.12
01 E	350 211 379 000 430			SECONDARY EDUCATION GENERAL/DISTRICT WIDE/SUPPLIES/TARG		80.95	
			2	TS SUPPLIES	0	150.17	
01 E	350 211 379 000 430			SECONDARY EDUCATION GENERAL/DISTRICT WIDE/SUPPLIES/TARG		150.17	
20049	RITWAY BUSINESS FORMS	12/11/2017	17-33426	activity checks - 7854 to 8103	0	100.74	100.74
01 E	005 110 000 000 401			ACCOUNTING OFFICE/DISTRICT WIDE/GENERAL SUPPLIES/DISTRI		100.74	
20050	RTS	12/11/2017	1		0	145.91	145.91
01 E	005 810 000 000 320			OPERATIONS AND MAINTENANCE/DISTRICT WIDE/COMMUNICATIONA		145.91	
20051	SAWMILL	12/11/2017	1	WRESTLING ROOM	0	82.99	5,155.21
01 E	005 865 000 379 401			LONG TERM FACILITY MAINT./INTERIOR SURFACES LTFM/GENERA		82.99	
			10	WRESTLING ROOM	0	2,040.51	
01 E	005 865 000 379 401			LONG TERM FACILITY MAINT./INTERIOR SURFACES LTFM/GENERA		2,040.51	
			11	AG	0	337.93	
01 E	300 301 501 830 433			AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		337.93	
			12	IT	0	21.40	
01 E	300 255 000 000 430			INDUSTRIAL EDUCATION/DISTRICT WIDE/SUPPLIES/DISTRICT WI		21.40	
			2	ART- SMAC MURAL	0	331.50	
01 E	300 790 154 000 401			OTHER PUPIL SUPPORT SERVICES/DISTRICT WIDE/GENERAL SUPP		331.50	
			4	HOUSE	0	2,340.88	
01 R	300 361 000 000 619			VOCATIONAL WEIDAUER/DISTRICT WIDE/HOUSE EXPENSES-CONTRA		2,340.88	
20052	SOINE CONSTRUCTION	12/11/2017	1054	LIFT & OPERATOR	0	250.00	250.00
01 R	300 361 000 000 619			VOCATIONAL WEIDAUER/DISTRICT WIDE/HOUSE EXPENSES-CONTRA		250.00	
20053	EMILEE SPEH	12/11/2017	1	dance explosion	0	431.97	431.97
04 E	500 505 000 321 305			COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PROFESS		431.97	
20054	STAAB, FRANCIS	12/11/2017	1	CELL PHONE	0	120.00	120.00
01 E	005 810 810 000 320			OPERATIONS AND MAINTENANCE/DISTRICT WIDE/COMMUNICATIONA		120.00	
20055	CASSANDRA SUTER	12/11/2017	1	nurse supplies	0	58.64	58.64
01 E	200 720 000 000 401			HEALTH SERVICES/NURSE/DISTRICT WIDE/GENERAL SUPPLIES/DI		58.64	
20056	SW/WC SERVICE COOP - MARSHALL	12/11/2017	55707	young artist	0	192.00	10,632.10
01 E	100 218 000 388 369			GIFTED & TALENTED/TAG (06)/PARTICIPATION FEES/DISTRICT		192.00	
			55832	tech support	0	6,132.10	
01 E	005 630 000 000 305			TECHNOLOGY INSTRUCTIONAL/DISTRICT WIDE/PROFESSIONAL FEE		6,132.10	
			55832-	tech support	0	681.35	
01 E	005 108 000 000 305			TECHNOLOGY ADMINISTRATIVE/DISTRICT WIDE/PROFESSIONAL FE		681.35	
			55866	medical careers	0	2,700.00	
01 E	300 200 000 000 394			PSEO/ONLINE/DISTRICT WIDE/PAYMENTS TO OTHER AGENCIES/DI		2,700.00	
			55876	dell laptop	0	926.65	
04 E	500 582 000 344 555			LEARNING READINESS/LEARNING READINESS/TECHNOLOGY EQUIPM		926.65	
20057	TAYLOR PUBLISHING	12/11/2017	17-18	initial yearbook deposit	0	1,110.00	1,110.00
01 L	230 88			GENERAL FUND/DEFERRED REVENUE/YEARBOOK-HIGH SCHOOL		1,110.00	

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0058	TOSTENSEN SEPTIC	12/11/2017	3142	C/C	0	295.00	295.00
1 E 300 292 000 000 899				BOYS/GIRLS ATHLETICS/DISTRICT WIDE/MISCELLANEOUS EXPENS		295.00	
20059	Vendor Continued Void	12/11/2017					0.00
20060	TRUE VALUE-GF/MONTE	12/11/2017	1	4081 account	0	51.81	797.02
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		51.81	
			2	ag on reg. account	0	87.47	
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		87.47	
			3	iM	0	137.49	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/CUST/REPAIR SU		137.49	
			4	om	0	161.55	
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/CUST/REPAIR SU		161.55	
			5	KITCHEN	0	13.99	
02 E 005 770 000 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/DISTRICT WI		13.99	
			6	musical	0	29.98	
01 E 300 298 236 000 401				EXTRACURRICULAR ACTIVITIES/DISTRICT WIDE/GENERAL SUPPLI		29.98	
			8	art (SW ARTS COUNCIL)	0	238.01	
01 E 300 790 154 000 401				OTHER PUPIL SUPPORT SERVICES/DISTRICT WIDE/GENERAL SUPP		238.01	
			9	AUTO	0	76.72	
01 E 005 810 193 000 401				OPERATIONS AND MAINTENANCE/DISTRICT WIDE/GENERAL SUPPLI		76.72	
20061	Vendor Continued Void	12/11/2017					0.00
20062	Vendor Continued Void	12/11/2017					0.00
20063	Vendor Continued Void	12/11/2017					0.00
20064	Vendor Continued Void	12/11/2017					0.00
0065	VISA	12/11/2017	10	amazon	0	24.99	7,192.80
1 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		24.99	
			12	trophy	0	67.34	
01 E 300 296 209 000 899				GIRLS ATHLETICS/DISTRICT WIDE/MISCELLANEOUS EXPENSE/VOL		67.34	
			14		0	28.58	
01 E 005 020 000 000 329				SUPERINTENDENT'S OFFICE/DISTRICT WIDE/POSTAGE AND EXPRE		28.58	
			15	AMAZON	0	53.55	
01 E 100 620 000 000 470				EDUCATIONAL MEDIA/LIBRARY/DISTRICT WIDE/LIBRARY BOOKS/D		53.55	
			18	amazon	0	15.27	
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED./DISTRICT WIDE/SUPPLIES/DISTRICT		15.27	
			2	AMAZON	0	1,817.23	
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		1,817.23	
			20	mmea	0	125.00	
01 E 100 640 000 316 366				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-SCHOOL BUSIN		125.00	
			21	lakeshore	0	47.49	
01 E 100 203 000 000 433				ELEMENTARY GENERAL ED./DISTRICT WIDE/INDIVIDUAL INST SU		47.49	
			22	otc brands	0	22.97	
01 E 100 201 000 000 430				KINDERGARTEN/DISTRICT WIDE/SUPPLIES/DISTRICT WIDE		22.97	
			23	amazon	0	28.98	
01 E 100 203 000 000 433				ELEMENTARY GENERAL ED./DISTRICT WIDE/INDIVIDUAL INST SU		28.98	
			27	tpt	0	11.50	
01 E 100 216 667 401 433				TITLE I - PART A/TITLE I/INDIVIDUAL INST SUPPLIES/CURRE		11.50	
			28	hotel	0	2,072.28	
01 E 005 790 000 320 366				OTHER PUPIL SUPPORT SERVICES/SUCCESS GRANT (INDIAN ED.)		2,072.28	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1 E 005 640 000 316 366			3	craguns STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-SCHOOL BUSIN	0	-130.72	-130.72
01 E 100 408 000 619 366			35	pesi EMOTION/BEHAVIORAL DISORDER/FED 94142 SPEC ED/TRAVEL-SC	0	659.28	659.28
01 E 100 620 000 000 489			36	amazon EDUCATIONAL MEDIA/LIBRARY/DISTRICT WIDE/PERIODICAL/NEWS	0	20.90	20.90
01 E 005 020 000 000 329			37	ups SUPERINTENDENT'S OFFICE/DISTRICT WIDE/POSTAGE AND EXPRE	0	20.42	20.42
01 E 100 203 000 000 460			39	AMAZON ELEMENTARY GENERAL ED./DISTRICT WIDE/BOOKS/WORKBOOKS/DI	0	18.68	18.68
01 E 300 294 211 000 899			4	trophy BOYS ATHLETICS/DISTRICT WIDE/MISCELLANEOUS EXPENSE/FOOT	0	112.50	112.50
01 E 300 255 000 000 430			42	jpw INDUSTRIAL EDUCATION/DISTRICT WIDE/SUPPLIES/DISTRICT WI	0	44.38	44.38
01 E 100 216 667 401 405			43	survey monkey TITLE I - PART A/TITLE I/SOFTWARE ETC/CURRENT SCHL IMPR	0	35.00	35.00
01 E 300 298 236 000 401			44	ups EXTRACURRICULAR ACTIVITIES/DISTRICT WIDE/GENERAL SUPPLI	0	54.24	54.24
01 E 100 203 000 302 460			49	AMAZON ELEMENTARY GENERAL ED./CAPITAL OUTLAY/BOOKS/WORKBOOKS/D	0	599.70	599.70
01 E 100 201 000 000 430			52	AMAZON KINDERGARTEN/DISTRICT WIDE/SUPPLIES/DISTRICT WIDE	0	6.59	6.59
01 E 300 298 236 000 401			53	bmi EXTRACURRICULAR ACTIVITIES/DISTRICT WIDE/GENERAL SUPPLI	0	391.39	391.39
01 E 100 203 000 000 430			55	AMAZON ELEMENTARY GENERAL ED./DISTRICT WIDE/SUPPLIES/DISTRICT	0	44.97	44.97
01 E 100 203 000 000 405			550		0	72.52	72.52
01 E 100 203 000 000 405			550	ELEMENTARY GENERAL ED./DISTRICT WIDE/SOFTWARE ETC/DISTR	0	72.52	72.52
01 L 230 44			56	amazon GENERAL FUND/DEFERRED REVENUE/MS/HS KIWANIS	0	173.66	173.66
01 L 230 33			6	walmart GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU	0	23.35	23.35
01 E 300 292 000 000 899			60	AMAZON BOYS/GIRLS ATHLETICS/DISTRICT WIDE/MISCELLANEOUS EXPENS	0	152.98	152.98
01 E 300 294 227 000 401			7	baseball savings BOYS ATHLETICS/DISTRICT WIDE/GENERAL SUPPLIES/UNIFORMS	0	347.42	347.42
04 E 500 582 000 344 305			8	pesi LEARNING READINESS/LEARNING READINESS/PROFESSIONAL FEES	0	106.94	106.94
01 E 100 050 000 000 899			9	AMAZON PRINCIPAL'S OFFICE/DISTRICT WIDE/MISCELLANEOUS EXPENSE/	0	123.42	123.42
20066 WEIDAUER, BARRY		12/11/2017	1	HOUSE- NAILGUN	0	82.98	82.98
01 R 300 361 000 000 619				VOCATIONAL WEIDAUER/DISTRICT WIDE/HOUSE EXPENSES-CONTRA		82.98	
20067 WILLMAR FORKLIFT INC.		12/11/2017	51538	AERIAL WORK	0	7,229.56	7,229.56
01 E 005 810 000 302 530				PLATFORM OPERATIONS AND MAINTENANCE/CAPITAL OUTLAY/EQUIPMENT PUR		7,229.56	
20068 XCEL ENERGY		12/11/2017	1		0	18.89	18.89
04 E 500 560 000 321 330				RECREATION-SWIM POOL/COMMUNITY EDUCATION/UTILITY SERVIC		18.89	

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0069	YME SCHOOL ACTIVITY ACCOUNT	12/11/2017	1	ART CLUB - KIWANIS	0	500.00	1,350.00
01 R	005 000 000 000 099			DISTRICT WIDE/DISTRICT WIDE/MISCELLANEOUS LOCAL REVENUE		500.00	
			2	HORT CLUB- KIWANIS	0	500.00	
01 R	005 000 000 000 099			DISTRICT WIDE/DISTRICT WIDE/MISCELLANEOUS LOCAL REVENUE		500.00	
			3	CHOIR - KIWANIS	0	250.00	
01 R	005 000 000 000 099			DISTRICT WIDE/DISTRICT WIDE/MISCELLANEOUS LOCAL REVENUE		250.00	
			4	LAKEVIEW DANCE	0	100.00	
01 R	005 000 000 000 099			DISTRICT WIDE/DISTRICT WIDE/MISCELLANEOUS LOCAL REVENUE		100.00	
	20070 Vendor Continued Void	12/11/2017					0.00
	20071 Vendor Continued Void	12/11/2017					0.00
	20072 YME SCHOOLS-ADM	12/11/2017	1	INTEREST-citizens	0	-0.45	3,492.12
01 R	005 000 000 000 092			DISTRICT WIDE/DISTRICT WIDE/INVESTMENT EARNINGS/DISTRIC		-0.45	
			2	INTEREST (GFB)	0	-0.46	
01 R	005 000 000 000 092			DISTRICT WIDE/DISTRICT WIDE/INVESTMENT EARNINGS/DISTRIC		-0.46	
			7233	DAYTRIPPERS (REFUND REC.)	0	1,510.50	
04 R	500 000 000 321 050			DISTRICT WIDE/COMMUNITY EDUCATION/FEES FROM PATRONS/DIS		1,510.50	
			7267	SUE HOLEIN	0	65.00	
04 R	500 000 000 321 050			DISTRICT WIDE/COMMUNITY EDUCATION/FEES FROM PATRONS/DIS		65.00	
			7293	Sue Holien	0	60.00	
04 R	500 000 000 321 050			DISTRICT WIDE/COMMUNITY EDUCATION/FEES FROM PATRONS/DIS		60.00	
			7294	rocori hs	0	200.00	
01 E	300 296 228 000 369			GIRLS ATHLETICS/DISTRICT WIDE/PARTICIPATION FEES/DANCEL		200.00	
			7295	maccray dance team	0	200.00	
01 E	300 296 228 000 369			GIRLS ATHLETICS/DISTRICT WIDE/PARTICIPATION FEES/DANCEL		200.00	
			7296	lqpv	0	150.00	
01 E	300 296 228 000 369			GIRLS ATHLETICS/DISTRICT WIDE/PARTICIPATION FEES/DANCEL		150.00	
			7297	willmar high school	0	280.00	
01 E	300 296 228 000 369			GIRLS ATHLETICS/DISTRICT WIDE/PARTICIPATION FEES/DANCEL		280.00	
			7298	isd129	0	175.00	
01 E	300 292 000 316 367			BOYS/GIRLS ATHLETICS/STAFF DEVELOPMENT/TRAVEL-PROFESS D		175.00	
			7299	casey's	0	52.53	
01 L	230 33			GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		52.53	
			7300	mark herman	0	125.00	
01 E	300 296 213 000 305			GIRLS ATHLETICS/DISTRICT WIDE/PROFESSIONAL FEES/BASKETB		125.00	
			7301	rob hansen	0	125.00	
01 E	300 296 213 000 305			GIRLS ATHLETICS/DISTRICT WIDE/PROFESSIONAL FEES/BASKETB		125.00	
			7302	bbe hs	0	50.00	
01 E	350 294 221 000 369			BOYS ATHLETICS/DISTRICT WIDE/PARTICIPATION FEES/WRESTLI		50.00	
			7303	bbe hs	0	200.00	
01 E	300 294 221 000 369			BOYS ATHLETICS/DISTRICT WIDE/PARTICIPATION FEES/WRESTLI		200.00	
			7304	willmar hs	0	50.00	
01 E	350 294 221 000 369			BOYS ATHLETICS/DISTRICT WIDE/PARTICIPATION FEES/WRESTLI		50.00	
			7305	dave madsen	0	83.33	
1 E	300 294 213 000 305			BOYS ATHLETICS/DISTRICT WIDE/PROFESSIONAL FEES/BASKETBA		83.33	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1 E 300 294 213 000 305			7306	bob wesely BOYS ATHLETICS/DISTRICT WIDE/PROFESSIONAL FEES/BASKETBA	0	83.33	83.33
01 E 300 294 213 000 305			7307	kyle hicks BOYS ATHLETICS/DISTRICT WIDE/PROFESSIONAL FEES/BASKETBA	0	83.34	83.34
20073 YME-FOOD SERVICE 04 E 500 582 000 344 490		12/11/2017	1	SCHOOL READINESS LEARNING READINESS/LEARNING READINESS/FOOD/DISTRICT WID	0	47.19	1,607.28 47.19
01 E 350 790 149 000 899			2	2nd chance breakfast OTHER PUPIL SUPPORT SERVICES/DISTRICT WIDE/MISCELLANEOU	0	610.24	610.24
01 L 230 33			3	BIRTHDAY TREATS GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU	0	12.10	12.10
01 E 100 203 362 000 899			4	ELEM SNACKS ELEMENTARY GENERAL ED./DISTRICT WIDE/MISCELLANEOUS EXPE	0	937.75	937.75
						101 Computer	Check(s) For a Total of 354,182.69

	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
	101	Computer	Checks For a Total of	354,184.69
Total For	101	Manual, Wire Tran, ACH & Computer	Checks	354,184.69
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	354,184.69

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	3,841.26	5,356.45	323,278.65	332,476.36
02	FOOD SERVICE	0.00	0.00	15,824.62	15,824.62
04	COMMUNITY SERVICE	0.00	1,635.50	4,220.38	5,855.88
09	TRUST FUND	27.83	0.00	0.00	27.83

CHECK NUMBER	VENDOR	CHECK DATE	AMOUNT
19956	LIFETOUCH	11/15/2017	1,452.00
19957	LUFT, RYAN	11/15/2017	299.06
	LUFT, RYAN	11/16/2017	-299.06
19958	PLYMOUTH GREEN MILL	11/15/2017	779.45
19959	PLYMOUTH PLAYHOUSE	11/15/2017	795.00
19960	LUFT, RYAN	11/16/2017	228.02
19961	AMERICAN FAMILY LIFE ASSURANCE	11/27/2017	595.09
19962	AMERITAS LIFE INSURANCE CORP.	11/27/2017	549.24
19963	CENTURY LINK	11/27/2017	788.00
19964	DELTA DENTAL	11/27/2017	5,999.65
19965	HIRE IMAGE LLC	11/27/2017	35.00
19967	MADISON NATIONAL LIFE	11/27/2017	1,946.41
19968	MSEA	11/27/2017	1,290.73
19969	154200 NCPERS MN	11/27/2017	64.00
19970	SCHULTE, TREVOR	11/27/2017	400.00
19971	SELECT ACCOUNT	11/27/2017	5,937.49
19972	EDUCATION MINNESOTA YME	11/27/2017	3,289.00
19973	A&B BUSINESS SOLUTIONS	12/11/2017	2,541.00
19974	ACT	12/11/2017	718.00
19975	ADVOCATE TRIBUNE	12/11/2017	768.65
19976	ALMICH'S MARKET	12/11/2017	1,771.76
19977	AMERICAN WELDING AND GAS, INC.	12/11/2017	938.58
19980	BENNETT & BENNETT INC.	12/11/2017	76,481.09
19981	BENSON LAUNDRY	12/11/2017	47.12
19982	BILL'S ELECTRIC	12/11/2017	2,373.68
19983	BORCH'S INC.	12/11/2017	321.00
19984	CARL'S BAKERY	12/11/2017	26.00
19985	CENEX CREDIT CARD	12/11/2017	467.03
19986	CHANHASSEN DINNER THEATRES	12/11/2017	330.00
19987	CHIPPEWA COUNTY AUDITOR	12/11/2017	226.98
19989	CITY OF GRANITE FALLS	12/11/2017	12,232.67
19990	CLARK, FREDERICK	12/11/2017	120.00
19991	CLIMATE AIR, INC.	12/11/2017	2,115.39
19992	CONTINENTAL CLAY CO	12/11/2017	1,252.50
19993	CORNER, SKYLER	12/11/2017	431.97
19994	COUNTRYSIDE PUBLIC HEALTH	12/11/2017	6.50
19995	DAVE'S ELECTRIC CO	12/11/2017	291.69
19996	DEAN FOODS NORTH CENTRAL, INC.	12/11/2017	2,290.21
19997	DIRTY DOG PRODUCTIONS	12/11/2017	838.63
19998	DISCOUNT SCHOOL SUPPLY	12/11/2017	49.05
19999	EAU CLAIRE ACADEMY	12/11/2017	4,512.55
20000	EPEMA, TIM	12/11/2017	175.00
20001	F & M STATE BANK	12/11/2017	25.00
20002	FRAN DEBAERE	12/11/2017	1,101.94
20003	FRANK, GREG	12/11/2017	238.00
20004	GRAND AFFAIR	12/11/2017	60.00
20005	GRAND FORKS PUBLIC SCHOOLS	12/11/2017	376.57
20006	GRANITE FALLS AUTO PARTS	12/11/2017	21.33
20007	GRANITE FALLS OFFICIALS ASSOC.	12/11/2017	600.00
20008	GRAPHIC EDGE	12/11/2017	288.07
20009	GREAT PLAINS NATURAL GAS CO	12/11/2017	6,757.23
20010	HANSEN, LISA	12/11/2017	259.21
20011	HANSEN, SCOTT	12/11/2017	72.00
20012	HENDERSON, ROBIN	12/11/2017	165.30
20013	HILLYARD/HUTCHINSON	12/11/2017	1,323.24
20014	INK SPOT	12/11/2017	142.50

CHECK NUMBER	CHECK VENDOR	CHECK DATE	AMOUNT
20015	INNOVATIVE OFFICE SOLUTIONS LLC	12/11/2017	756.80
20016	ISCORP	12/11/2017	195.50
20017	TAMARA ISFELD	12/11/2017	500.00
20018	IVERSON, JEFFREY	12/11/2017	244.37
20019	JMC COMPUTER SERVICE INC	12/11/2017	1,191.00
20020	PEPPER OF MINNEAPOLIS	12/11/2017	129.99
20021	KNAPPER, TIMOTHY	12/11/2017	178.24
20022	KNUTSON, TIMOTHY J.	12/11/2017	64.99
20023	LEARNING A-Z	12/11/2017	98.95
20024	LECY, AMANDA	12/11/2017	26.10
20025	LECY, BENJAMIN	12/11/2017	55.88
20026	LUEPKE, JENNA	12/11/2017	72.24
20027	LUFT, RYAN	12/11/2017	346.77
20028	MATBOSS LLC	12/11/2017	549.00
20029	MCEA	12/11/2017	528.00
20030	MN DEPARTMENT OF LABOR & IND.	12/11/2017	1,333.50
20031	MINNESOTA ELEVATOR TOTAL ELEVATOR SOLUTIONS	12/11/2017	352.28
20032	MN RIVER VALLEY EDUCATION DIST	12/11/2017	13,901.43
20033	MUSIC STREET	12/11/2017	17.79
20034	MVCC	12/11/2017	154,983.35
20035	NDR CABLES & NETWORKS	12/11/2017	442.84
20036	OLSON SANITATION INC.	12/11/2017	877.50
20037	PAAPE COMPANIES INC.	12/11/2017	95.00
20038	PAN-O-GOLD BAKING CO.	12/11/2017	461.18
20039	PAN-O-GOLD BAKING CO.	12/11/2017	77.50
20040	PAR PIPING & FABRICATION INC	12/11/2017	151.10
20041	PARAGON	12/11/2017	1.00
	PARAGON	12/11/2017	-1.00
20042	PIONEER VALLEY BOOKS	12/11/2017	628.32
20043	PIONEER ATHLETICS	12/11/2017	1.00
	PIONEER ATHLETICS	12/11/2017	-1.00
20044	POCHARDT, KELLY	12/11/2017	150.00
20045	REALLY GOOD STUFF	12/11/2017	14.94
20046	REINHART INST FOODS	12/11/2017	12,589.36
20047	REISHUS, TODD	12/11/2017	109.99
20048	RESZEL, AL	12/11/2017	231.12
20049	RITEWAY BUSINESS FORMS	12/11/2017	100.74
20050	RTS	12/11/2017	145.91
20051	SAWMILL	12/11/2017	5,155.21
20052	SOINE CONSTRUCTION	12/11/2017	250.00
20053	SPEH, EMILEE	12/11/2017	431.97
20054	STAAB, FRANCIS	12/11/2017	120.00
20055	SUTER, CASSANDRA	12/11/2017	58.64
20056	SW/WC SERVICE COOP - MARSHALL	12/11/2017	10,632.10
20057	TAYLOR PUBLISHING	12/11/2017	1,110.00
20058	TOSTENSEN SEPTIC	12/11/2017	295.00
20060	TRUE VALUE-GF/MONTE	12/11/2017	797.02
20065	VISA	12/11/2017	7,192.80
20066	WEIDAUER, BARRY	12/11/2017	82.98
20067	WILLMAR FORKLIFT INC.	12/11/2017	7,229.56
20068	XCEL ENERGY	12/11/2017	18.89
20069	YME SCHOOL ACTIVITY ACCOUNT	12/11/2017	1,350.00
20072	YME SCHOOLS-ADM	12/11/2017	3,492.12
20073	YME-FOOD SERVICE	12/11/2017	1,607.28
201700075	FEDERAL TAX WITHHOLDING	11/22/2017	97,369.15
201700076	MN TEACHERS RETIREMENT ASSOC.	11/22/2017	39,590.60

CHECK		CHECK	
NUMBER	VENDOR	DATE	AMOUNT
201700077	PUBLIC EMPLOYEES RETIREMENT	11/22/2017	19,467.72
201700078	STATE TAX WITHHOLDING	11/22/2017	14,698.79
201700079	SW/WC SVC. COOP - HEALTH INS.	11/22/2017	41,142.34
201700080	VOYA INSTITUTIONAL TRUST	11/22/2017	16,991.40
201700081	SW/WC SVC. COOP - HEALTH INS.	11/21/2017	7,079.50
201700082	SW/WC SVC. COOP - HEALTH INS.	11/21/2017	14,717.66
201700083	SW/WC SVC. COOP - HEALTH INS.	11/21/2017	512.00
		Totals for BNK02	629,900.93
		Totals for checks	629,900.93

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND	248,432.36	5,356.45	324,878.84	578,667.65
02	FOOD SERVICE	8,416.45	0.00	15,824.62	24,241.07
04	COMMUNITY SERVICE	9,995.83	1,635.50	5,794.83	17,426.16
09	TRUST FUND	27.83	0.00	0.00	27.83
25	REVOCABLE TRUST (FY10)	0.00	0.00	9,538.22	9,538.22
***	Fund Summary Totals ***	266,872.47	6,991.95	356,036.51	629,900.93

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

Yellow Medicine East #2190

**Board Report
December 11, 2017**

Ending
12/7/2017

2017-18 By Fund	Original 2017-18	Year to Date Expenditures	Budget Balance	Percent Expended	For Comparison
					2016-17 YTD Expended
General	10,114,437	3,868,395	6,246,042	38.25%	36.16%
Food Service	448,378	141,198	307,181	31.49%	33.94%
Community Service	431,010	118,103	312,907	27.40%	34.18%
Debt Red.	1,191,813	192,951	998,862	16.19%	17.33%
OPEB Trust	225,729	50,268	175,461	22.27%	20.58%
OPEB Debt Service	192,308	31,104	161,204	16.17%	17.53%
Total	12,603,675	4,402,018	8,201,657	34.93%	33.51%

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

Salaries % expended to date (approximately)

Contracted July-June	Supt/Finance/Maint/Comm Ed	41.67%
Contracted August-July	Principals/Fd Svc Director	33.33%
Contracted Sept-August	Teachers/Nurse	25.00%
12 Month Non-certified	Administrative Assistants	41.67%
12 Month Non-certified	Custodians	37.00%
9 Month non-Certified	Assistants/Cooks	25.00%

Liquid Asset Fund

Month End Cash Invested 11/30/2017 \$3,416,731.79 General Closing Market Value

Electronic Fund Transfers/ACH Transfers/LAF Checks

			From	To
11/6&11/7	\$ 364.74	rSchool Fees	LAF	rSchool
11/14/2017	\$ 150,000.00	Board Accounts Payable	LAF	Citizen's Alliance Bai
11/16/2017	\$ 100,000.00	Board Accounts Payable	LAF	Citizen's Alliance Bai
11/22/2017	\$ 5,000.00	Payroll (F&M Bank)	LAF	F&M Bank
11/22/2017	\$ 287,666.92	Payroll (Direct Deposit)	LAF	Granite Falls Bank
11/20/2017	\$ 200,000.00	Board Accounts Payable	LAF	Citizen's Alliance Bai
	\$ -	Sales Tax	LAF	Mn. Dept. of Revenu
	\$ -	PERA Trust (OPEB)	OPEB Trust	LAF

Trust Fund (PERA) OPEB \$550,837.77 Ending **11/30/2017**

YELLOW MEDICINE EAST ENROLLMENT REPORT 2017-2018

	SEPTEMBER			OCTOBER			NOVEMBER			DECEMBER			JANUARY		
	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR
Kindergarten	48			46			47			47					
First Grade	43			43			43			43					
Second Grade	57			58			59			58					
Third Grade	53			53			54			53					
Fourth Grade	65			64			65			65					
Fifth Grade	51			52			53			53					
	317			316			321			319				0	
Sixth Grade		52			54			54			54				
Seventh Grade		69			65			63			63				
Eighth Grade		64			63			62			62				
Ninth Grade		56			59			60			60				
Tenth Grade		48			49			48			46				
Eleventh Grade		58			57			53			51				
Twelfth Grade		68			63			62			62				
		415			410			402			398				0
K-12 TOTAL		732			726			723			717				0

	FEBRUARY			MARCH			APRIL			MAY			END OF 2016-17		
	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR
Kindergarten															44
First Grade															59
Second Grade															55
Third Grade															66
Fourth Grade															55
Fifth Grade															53
		0			0			0			0				332
Sixth Grade															62
Seventh Grade															60
Eighth Grade															56
Ninth Grade															47
Tenth Grade															54
Eleventh Grade															65
Twelfth Grade															48
		0			0			0			0				392
K-12 TOTAL			0			0			0			0			724

(Updated 12/18/2017)



Yellow Medicine East, ISD 2190

ISD 2190 – BOARD OF DIRECTORS' AGENDA ANALYSIS

AGENDA ITEM: 6.0
MEETING DATE: December 11, 2017
SUBJECT: Consent agenda items

BOARD ACTION

Required X
Information
Scheduled Report

BACKGROUND/RATIONALE

Item 6.2.4 – This position has remained vacant this year. A qualified candidate was interviewed and offered the position, contingent on board approval and background check. Mr. Charles Thode is highly qualified and will be employed with Title VII federal grant funds.

Item 6.2.8 requires some explanation. Mr. Coty Milhauson will be terminated from employment with YME, wrestling coach, and will be employed by and through Renville County West School District for the same position. This request was made through proper channels.

PRESENTER (S)

COMMITTEE

SUPERINTENDENT RECOMMENDATION

Recommended for support. Any questions should be addressed before the vote on the consent agenda.

November 13, 2017

Mr. Tim Knapper
450 9th Avenue
Granite Falls, MN 56241

Mr. Knapper:

It is with much sadness that I am informing you of my resignation from the paraprofessional position in Early Childhood Education at YME. I have greatly enjoyed the years that I have worked here and I wanted to thank you for the opportunity to work at YME. If possible, I am also willing to assist any new staff into my current role. This resignation will be effective November 24, 2017.

Sincerely,

Beth Pullan

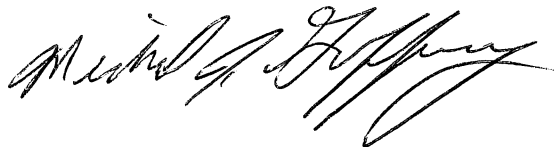
Mr. Tim Knapper & School Board Members:

Please consider this letter my official resignation from the Varsity Head Football coaching position at Yellow Medicine East High School.

I have enjoyed my years 33 years of coaching football at Granite Falls, Granite Falls-Clarkfield, Granite Falls-Clarkfield-Echo, and Yellow Medicine East.

If I can be of any assistance in the future of the program, I would be more than willing to help out in any way needed.

Michael Gaffaney

A handwritten signature in cursive script, appearing to read "Michael Gaffaney", written over a horizontal line.

11-22-17

Date: 12/8/2017

Dear Dr. Clark, Mr. Luft, and YME Board Members:

I am writing to inform you of my intentions to utilize leave under the Family and Medical Leave Act. I would like to use any available sick leave for whatever contract days I can upon the birth of my child. These leaves will be taken in accordance with the Master Contract Agreement.

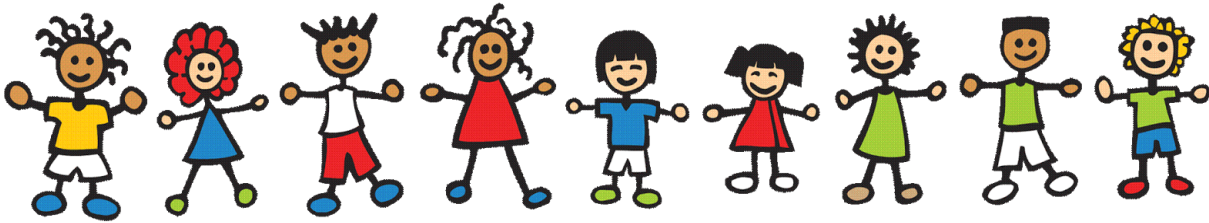
My due date is April 15th. My intention is to work up until the actual date of delivery with my sick leave to begin on that day. I intend to take 33 days as my leave, which concludes the 2017-2018 school year, and return in the fall of 2018 for teacher workshops to resume my position as a full time Social Studies teacher at YME for the 2018-2019 school year.

Please let me know if you need additional information. Thank you.

Sincerely,



Robyn Aslesen



Bert Raney Elementary Board Report

December 2017

Mrs. Hansen, Elementary Principal

BRE - Current Enrollment

	8/16	5/17	8/17	9/17	10/17	11/17	12/17					
K	44	44	47	48	46	47	47					
1st	56	59	43	43	44	43	43					
2nd	51	55	58	57	59	59	58					
3rd	66	66	53	53	53	54	53					
4th	54	56	67	65	63	65	65					
5th	55	53	53	51	52	53	53					
Total	326	333	321	317	317	321	319					

BRE Happenings

Parent-Teacher Fall Conferences

BRE held fall conferences on 11/9 and 11/16 from 3:40-7:30PM. Approximately 88.5% of BRE students were represented at conferences.

Swimming @ KCC

Under the direction of Mrs. Grey, K-5 classes will swim two (50 minute) class periods at the KCC before the Christmas break. It is being enjoyed by all and particularly enjoyable to witness students who are experiencing the KCC for the very first time.

4th Grade Veteran's Luncheon

BRE 4th graders will be traveling to the Granite Falls Legion on Friday, December 15th for lunch, which is hosted by the Granite Falls Veterans Services. 4th graders are encouraged to invite a veteran from their family to join them for lunch. The students will perform two songs for our veterans, will enjoy a hamburger, chips and Christmas cookies, and will have time to visit following the meal.

Twitter Challenge

BRE certified staff members were invited to participate in a Twitter challenge during the months of October and November. Numerous staff members participated in the challenge which included two after school sessions with Brandon Raymo, MRVED, and being active on Twitter with other educators and educational organizations.

K-12 Technology Scope and Sequence

K-12 staff members met on Friday, December 8th to begin the process for updating our K-12 Technology Scope and Sequence. Brandon Raymo, from MRVED was on hand to help with the process and the group made great strides with the update. They will reconvene after the first of the year and hope to have it completed in March.

Holiday Events

Students and staff will enjoy a variety of holiday events at BRE during the week of 12/18. Events include: holiday stories, wearing your favorite holiday gear, crazy holiday tunes, and of course the famous BRE Variety Show which will be held on Friday, December 22nd at 8:30AM.

BRE Goals for 2017-18:

SMART Goal: The percentage of students in grades 1-5 at grade level on the Star Reading assessment, will increase 5% from spring 2017 to spring 2018.

SMART Goal: The percentage of students in grades 1-5 at grade level on the Star Math assessment, will increase 3% from spring 2017 to spring 2018.

Additional Goal:

By May of 2018, Bert Raney Elementary staff will have access to resources and training relative to the integration of technology in the areas of math and reading, 3 or more times during the 2017-18 school year.

YME Middle/High School Board Report

December 2017 ~ 2018

Goals for the MS/HS for 2017/2018

- SMART Goal: The percentage of students in grades 6-10 at grade level on the Star Reading assessment, will increase 5% from spring 2017 to spring 2018.
- SMART Goal: The percentage of students in grades 6-10 at grade level on the Star Math assessment, will increase 3% from spring 2017 to spring 2018.

Areas of Focus

- Best Practice Instruction: Effective use of technology in your classroom or subject area
 - “By the start of the 2018-19, all K-12 YME students will have access to appropriate technology.”
 - “By the start of the 2018-19, all 6-12 YME students will have a 1-to-1 device for all coursework.”
- Reading and Writing Strategies: Reading and writing strategies used across the curriculum/content area
- SMART Goal ~ 100 percent of staff will complete one curriculum map for one class by the end of the school year

1. **Student Led Conferences** ~ were held from 5:00 pm to 8:00 pm on November 16th and 20th. We had over 70% of our families attending this session. Our goal this year is 80 percent attendance by parents and students. I believe this is a move in the right direction for our students and families to be more involved in our student’s learning. We had very positive feedback from the parents that attended. We will be looking at scheduling our Winter/Spring conferences during the month of February.
2. **November 12th ~ 14th ~ MREA Conference** ~ On November 13th, 2017 the YME Science and Agricultural Research Greenhouse Facility was recognized as a Profile of Excellence Award recipient through the Minnesota Rural Education Association. Attending the conference was reassuring to the our staff who were in attendance that we are on the right path with our students. Many districts are just beginning to discuss partnerships with their local businesses, higher education, etc. Much of what other schools are talking about is what we have been doing with our students for the past five years here at The HIVE.
3. **District Technology Team** ~ We have been working hard this past month looking at developing a 1-to-1 Device Handbook for our district. Our goal for the 2018 ~ 2019 school year is for all students to have access to technology during the school day. We are still meeting to discuss how this will look for the students in BRE and the MS/HS. More details to come!
4. **MELT and District Staff Development** ~ On January 15th, our staff will be heading to Lac qui Parle Valley High School for our annual MRVED MELT staff development day. Registration will begin soon. Early indicators show that staff will have over 30 different sessions offered to them every hour throughout the day. This is truly a great day learning for our staff. On January 22nd, 2018 we have a full day of staff development scheduled. We are working on narrowing down what we will be working on during this time.

Minnesota River Valley Education District

MINUTES

Superintendents' Council
October 25, 2017
MRVED Conference Room

Members Present: Luther Heller, Dan Deitte, Dennis Laumeier, Chris Fenske, Rick Clark, Shane Tappe, Michelle Mortensen, Jeff Taylor, Greg Schmidt

Members Absent:

Other:

Staff: Karen Jacobson, Brandon Raymo

Item 1: Call to Order at 9:27 a.m.

Item 2: Additions/Deletions/Modifications to Agenda

- Level 4 SPED Program
- Wisconsin Licensing
 - Michelle/Rick/All

Item 3: Approval of Meeting Minutes from September 27, 2017

- M/S/P
 - Luther/Dennis/All

Item 4: Getting Smart MRVED Style

- The group discussed chapter 5 of Shifting the Monkey by Todd Whitaker.
 - Read chapter 6 for next meeting.

Item 5: Innovative Programming

- FLY PD:
 - Update on 2017-18
 - Common dates for 17-18, August (floating), October 18, January 15 (MELT), March 29 (George Couros).
 - October 18 - Recap of the Day
 - Solution Tree training for PLC leaders
 - Solution Tree currently has the evaluations for the training. Brandon will report on the evals next month.
 - Kayla Delzer/Breakout Sessions
 - Kayla Delzer was a hit with the elementary teachers and

Minnesota River Valley Education District

MINUTES

- some of the high school group.
- Breakout sessions had mixed results.
 - Curriculum was the focus.
- Format of the Day
 - It appears this format worked much better than the previous year.
- MELT - January 15, 2018
 - Will be held at LQPV.
 - Brandon mentioned that MELT planning is coming along very well. He shared a short list of the sessions he currently has booked.
- March 29, 2018
 - George Couros will be speaking.
 - Held in Dawson.
 - Thoughts on Afternoon
 - Possibly look at doing cross-district PLC's in afternoon.
 - Substitute Teacher Training for 4 year degree people
 - If anyone is interested in hosting a training in his or her community, let Brandon or Karen know.
 - Benson will host the next training.
- 2019 Keynote Ideas
 - Karen is in the process of contacting a couple of the keynotes we decided on last meeting.
 - How do we get follow through?
- Innovation Research Zone
 - Luther and Dennis talked about trying to apply for this.
- Jack Baldermann will be at RCW on August 15, 2018.
 - Let Michelle know if you would like to participate with her staff.
- Other

Item 6: Online Learning Program

- All courses have started. We are at about 70 kids enrolled.
- Thinking ahead to 2018-19
 - It may be too soon to add College/PSEO/AP courses.
 - We are getting a survey together to find out what is currently being offered.
 - District to District? Multi-district? Format?
 - MRVED's role?

Minnesota River Valley Education District

MINUTES

- We have completed the evaluation and recertification process, we are waiting to hear back from MDE.

Item 7: **Reports from Recent Conferences/Activities**

- MASA Fall Conference
- Others

Item 8: **MRVED**

- Succession Planning for Mary
 - Mary has given March 30, 2018 as her retirement date. The position was posted this week.
 - Karen will send the ad to schools to help spread the word.

Item 9: **E-rate/Telecom Aid**

- Things are moving along as expected.
- Karen and Mary will be attending the E-rate conference on Nov 2.
- Remember to forward all e-rate information from USAC/EPC to Mary.
- RUS grant
 - We received a score of 182. The anticipated minimum score needed for funding is 174.5. It appears we will be funded, but it is not official yet.
- Pete Royer joined the meeting to talk about conducting a security audit for our network and potentially, districts.
 - Motion to move forward with the security audit for \$726 per district. (Note: Minnesota is not a member on this.)
 - Greg/Michelle/Passed with 1 no vote

Item 10: **Grants**

- Title III Grant
 - New grant is written and has been approved. With carryover, we should have around \$81,000 for professional development and supplemental resources for ELs in our 11 district.

Item 11: **ALC Updates**

- Current seat based enrollment is at 48 students.

Item 12: **Other**

- Level 4 SPED
 - Steering Committee was formed and will meet soon to start the brainstorming process.

Minnesota River Valley Education District

MINUTES

- Wisconsin Licensure
 - Wisconsin has changed all teacher licenses to lifetime licenses

Item 13: Next meeting is scheduled for Wednesday, November 22, 2017 at the MRVED.

Meeting adjourned at 11:30 p.m.

**MINNESOTA VALLEY COOPERATIVE CENTER
REGULAR BOARD MEETING
MONDAY, NOVEMBER 13, 2017
TIME 5:15 P.M.**

MINUTES

The meeting was called to order with the following members present: Alex, Rupp, Fagen, Odegard, Lecy.

Motion by Alex, second by Fagen and carried to approve the minutes of the August 14, 2017 regular Board meeting.

Motion by Lecy, second by Rupp and carried to approve monthly bills for payment for 08/15/17 – 11/13/17 in the amount of \$515,270.61 with checks numbered 19526 through 19619, and payroll wire transfers 201700011 through 201700016, 201700019 through 201700020, 201700023, 201700025 through 201700034, 201700044 through 201700058.

Motion by Rupp, second by Alex to approve the 2016-17 audit for Minnesota Valley Cooperative Center as prepared by Hoffman & Brobst.

Motion by Alex, second by Fagen to approve an additional 15 minutes per day to Donna Kosak's (MVCC paraprofessional) current assignment.

Motion by Fagen, second by Rupp to approve the MVCC Seniority List for the 2017-2018 school year.

Motion by Alex, second by Rupp to approve a purchase of service agreement with Granite Falls Health for Occupational Therapy services for the 2017-2018 school year.

Motion by Fagen, second by Lecy to approve opening Board account #013979 at Granite Bank for payroll direct deposit, with Cindy Loe, Tara Miller, and LeeAnn Boushek as authorized signers.

Motion by Fagen, second by Alex to authorize Tara Miller, Cindy Loe, and Katie Roiger as authorized signers on MVCC Money Market Savings account #261702, and to remove Terry Peterson.



Region 3A

UPDATES DECEMBER

Make sure other administrators and coaches/directors are kept informed. Make sure you run off the information and share the information with others.

WHAT'S NEW ON THE MSHSL WEBSITE

- 2017-2018 Speech Policy
- 2017-2018 Music Policy
- 2017-2018 Winter Athletic Policies (Includes Dance Team, Gymnastics, 3AA & 3A Team & Individual Wrestling, 3AA & 3A Girls Basketball, 3AA & 3A Boys Basketball)

COMMITTEE MEMBER

Melissa Sagedahl, BOLD softball coach and school board member, was appointed as the Girls' Sports Representative on the Region 3A Committee. Her term will expire on July 31, 2019.

2018 TRACK SUB SECTIONS (May 24, 2018)



Region 3A will remain at 3 Sub Sections

EAST AT REDWOOD FALLS: Cedar Mtn/Springfield/Comfrey, Heron Lake/Okabena, Jackson County Central, Mt Lake Area, Redwood Valley, Tracy-Milroy-Balaton, Wabasso, WWG/RRC, & Windom Area

SOUTHWEST AT LUVERNE: Adrian, Ellsworth, Fulda, HBC, Luverne, Murray County Central, Pipestone Area, RTR, & SWC/Edgerton

NORTHWEST AT MONTEVIDEO: BOLD/BLHS, Canby/Minneota, Central MN Christian, Community Christian, Hendricks, LQPV/DB, Lakeview, MACCRAY/RCW, Montevideo, & YME



TRIPLE 'A' DEADLINE: JANUARY 5, 2018

If you need information or an application form, you can find it on the MSHSL website. This application needs to be TYPED. SEND ELECTRONICALLY VIA E-MAIL TO BOB GREY. (bgrey@montevideoschools.org)

LATE NOMINATIONS WILL NOT BE ACCEPTED.



ONE ACT PLAY SUB SECTIONS Saturday, January 27, 2018

Sub Section 9 at Redwood Falls: BOLD, Lakeview, Red Rock Central, Redwood Valley, Tracy/Milroy/Balaton, Wabasso, WWG

Sub Section 10 at Pipestone: Canby, Edgerton, Luverne, Pipestone Area, RTR, Southwest Minnesota Christian

Sub Section 11 at Montevideo: Central Minnesota Christian, Dawson-Boyd, MACCRAY, Montevideo, Renville County West, YME

Sub Section 12 at Morris: Benson, Chokio-Alberta, Hancock, KMS, LQPV, Morris Area

NOTE: If your school is not going to be competing this year, please contact your Sub Region Coordinator immediately. **SUB SECTIONS ARE SUBJECT TO CHANGE.**

2018-2019 TENTATIVE FALL & WINTER TOURNAMENT DATES

Volleyball: 3AA – Oct 25, 30, Nov 1 & 3

3A - Oct 22 (Pigtails), 26, 30, Nov 1 & 3

Cross Country: Oct 25 at Luverne High School

Football: Tuesday, October 23, Saturday,

October 27, Thursday, November 1

(9 MAN - Section 2 & 3 & Friday, November 2 (Sections 3A, 5A, & 3AA)

Dance Team: Feb 9 at Montevideo

Gymnastics: Feb 16 at Redwood Valley HS

3AA & 3A Team Wrestling: Feb 14 & 16

3AA & 3A Individual Wrestling: Feb 22 & 23

Girls Basketball: 3AA – Feb 21 (Pigtail) 23, 28, March 5 & 8

3A – Feb 21 (Pigtails), 23, 26, March 1 & 8

Boys Basketball: Feb 28 (Pigtails), 2, 7, 9 & 14

I just received information from the MSHSL that the girls' tournament will be before the boys' tournament in 2019. The tentative dates above are correct.



Minnesota State High School League Region III-A

Jim Lasley, Executive Secretary
215 Aspenwood • Redwood Falls, MN 56283 • 507-637-8058

MINUTES OF THE REGION 3A COMMITTEE MEETING

WEDNESDAY, DECEMBER 6, 2017

Wooden Nickel - Marshall

Members present were: William Rogotzke, Bruce Olson, Keith Buckridge, Ryan Johnson, Tim Knapper, Dan Bettin, Tony Smith, Darrin Balken, Melissa Sagedahl, Clay Anderson, Paul Berggren. Also present were Jim Lasley, John Weir, Steve Wiertzema, Bill Tauer, & Bob Grey.

The meeting was called to order at 10:06 AM by Dan Bettin, Region 3A Chairman.

A motion was made by Bruce Olson, seconded by William Rogotzke, to approve the agenda as presented. Motion carried.

A motion was made by Ryan Johnson, seconded by Tony Smith, to approve the resignation of Ryan Giles as a Region 3A committee member. (Term to expire July 31, 2019) Motion carried.

A motion was made by Tim Knapper, seconded by Bruce Olson, to approve the appointment of Melissa Sagedahl, girls softball coach and school board member from BOLD, as the Girls' Sports Representative to the Region 3A Committee. Motion carried.

A motion was made by William Rogotzke, seconded by Paul Berggren, to approve the minutes of the September 20, 2017 region committee meeting as presented. Motion carried.

FINANCES

A motion was made by Tim Knapper, seconded by Ryan Johnson, to approve the payment of bills as presented. Motion carried.

A motion was made by William Rogotzke, seconded by Clay Anderson, to approve the Region 3A financial report as presented. Motion carried.

A motion was made by Paul Berggren, seconded by Clay Anderson, to approve the 2017-2018 fall sports financial reports (Cross Country, Volleyball, & Football). Motion carried.

A motion was made by Tim Knapper, seconded by Keith Buckridge, to approve the purchase of software (officials contracts) from R School Today. Motion carried.

TRIPLE A COMMITTEE

A motion was made by Darrin Balken, seconded by Keith Buckridge, for the following to serve on the Triple A Committee for the 2017-2018 school year: Dan Bettin, chairman, Lisa Letcher, Bruce Olson, Ryan Johnson, and Melissa Sagedahl. Motion carried.

ACTIVITIES

A motion was made by Bruce Olson, seconded by Darrin Balken, to approve the request from Mountain Lake High School to participate in the Sub Section 9 Large Group and Solo & Ensemble Music Contests. Motion carried.

A motion was made by Keith Buckridge, seconded by Melissa Sagedahl, to approve the policies for the following winter activities: Dance Team, Gymnastics, Team & Individual Wrestling, Girls Basketball, Boys Basketball, Speech, & Music. Motion carried.

ACTIVITY ADVISORY COMMITTEE REPORTS

The region committee heard/read reports from the following committees: Speech (Lisa Letcher), Wrestling (Bruce Olson), Track (Jim Lasley), Cross Country, Golf (Clay Anderson), Softball (Keith Buckridge), Baseball (Tim Knapper), & Volleyball (Jim Lasley).

A motion was made by Clay Anderson, seconded by Tony Smith, to have Luverne host the 2018 Section 3A Cross Country Meet at the high school. Motion carried.

The committee had a lengthy discussion on softball and baseball formats. After the chairman called for a motion, there was no motion. The baseball and softball formats will remain as is.

PROPOSED REPRESENTATIVE ASSEMBLY AMENDMENTS

The region committee voted in favor of the amendment to Bylaw 208 1-4 (Non School Competition & Training). They voted against the other 3 amendments.

DISCUSSION: Discussion was held on the following with no action taken:

- Section Football Finals at SMSU
- Section 3A Girls Basketball Conflict with State Gymnastic Meet.

ANNOUNCEMENTS

The next Region 3A Committee Meeting will be held at the Wooden Nickel on Wednesday, February 7, 2018 starting at 10:15 AM. Triple A Committee will meet at 9:00 AM.

A motion was made by Keith Buckridge, seconded by Darin Balken, to adjourn the meeting at 12:05 PM. Motion carried.

Jim Lasley

Region 3A Executive Secretary

2018-2019 SECTION III-A **TENTATIVE** CALENDAR 12-07-2017

ACTIVITY	PROJECTED DATE	SITE	STATE CONTEST
Cross Country	October 25	Luverne High School	November 3
Volleyball <ul style="list-style-type: none"> • 3A • 3AA 	Oct. 22, 26, 30 Nov. 1, 3 Oct. 25, 30 Nov. 1, 3		Nov. 8-10
Football	Oct. 23, 27 Nov. 1 (9 Man) Nov. 2 (3A, 5A, 3AA)	Finals at SMSU	Nov. 8-10, 15-17, 23-24
One Act Play	February 2	Redwood Valley	February 7-8
Dance Team	February 9	Montevideo	February 15-16
Girls Gymnastics	February 16	Redwood Valley	February 22-23
Wrestling (Team) <ul style="list-style-type: none"> • Class 3AA • Class 3A 	February 14 & 16 February 14 & 16	Final 4 (Worthington) Final 4 (Tracy)	February 28
Wrestling (Individual)	February 22-23 3A 3AA	Windom New Ulm	March 1-2
Girls Basketball <ul style="list-style-type: none"> • Class 3A • Class 3AA 	Feb. 21, 23, 26 March 1, 8 Feb. 21, 23, 28, March 5, 8		March 12-16
Boys Basketball <ul style="list-style-type: none"> • Class 3A • Class 3AA 	Feb. 28, March 2, 7, 9, 14 March 2, 7, 9, 14		March 20-23
Speech	April 6	SMSU	April 12-13
Visual Arts	April 24	Olivia	
Music – Large Group			
Music – Solo Ensemble			
Golf - Girls & Boys	1 st Day: May 22 or 23 2 nd Day: May 29 or 30		June 12-13
Boys Tennis	May 20, 21, 23, 28		June 4-7
Softball	May 21, 25, 28, 30		June 6-7
Track – Girls & Boys	Sub-Sections: May 23 Section 3A: May 30	Luverne	June 7-8
Baseball	May 25, 28, 30 June 1, 4, 6		June 13-14



Yellow Medicine East, ISD 2190

ISD 2190 – BOARD OF DIRECTORS’ AGENDA ANALYSIS

AGENDA ITEM: 9.2
MEETING DATE: December 11, 2017
SUBJECT: Issue Contract for eStudio engineering and advertise for guardrail bids

BOARD ACTION
Required X
Information
Scheduled Report

BACKGROUND/RATIONALE

These two steps are the final steps in the planning and implementation of the Building and Grounds Committee recommendation to replace the gym guardrails with an esthetically visual and and safer system than what currently exists.

PRESENTER (S)

Dr. Clark

COMMITTEE

Building and Grounds/Finance

SUPERINTENDENT RECOMMENDATION

Recommend support for this action and accompanied budget adjustments

AIA[®] Document B104[™] – 2017

Standard Abbreviated Form of Agreement Between Owner and Architect

AGREEMENT made as of the twenty first day of November in the year two thousand seventeen

(In words, indicate day, month and year.)

BETWEEN the Architect's client identified as the Owner:

(Name, legal status, address and other information)

Yellow Medicine East, ISD 2190
450 9th Avenue
Granite Falls, MN 56241
Telephone Number: 320-564-4081

and the Architect:

(Name, legal status, address and other information)

Studio E Architects, Limited Liability Company
19 East Minnesota Avenue
Glenwood, MN 56334
Telephone Number: 320.634.9939

for the following Project:

(Name, location and detailed description)

YELLOW MEDICINE EAST
Granite Falls, MN
Guard Rail Replacement

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Init.

TABLE OF ARTICLES

- 1 INITIAL INFORMATION
- 2 ARCHITECT'S RESPONSIBILITIES
- 3 SCOPE OF ARCHITECT'S BASIC SERVICES
- 4 SUPPLEMENTAL AND ADDITIONAL SERVICES
- 5 OWNER'S RESPONSIBILITIES
- 6 COST OF THE WORK
- 7 COPYRIGHTS AND LICENSES
- 8 CLAIMS AND DISPUTES
- 9 TERMINATION OR SUSPENSION
- 10 MISCELLANEOUS PROVISIONS
- 11 COMPENSATION
- 12 SPECIAL TERMS AND CONDITIONS
- 13 SCOPE OF THE AGREEMENT

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth below:

(State below details of the Project's site and program, Owner's contractors and consultants, Architect's consultants, Owner's budget for the Cost of the Work, and other information relevant to the Project)

This project consists of replacement of approximately 97'-0" of steel guard rail with a steel and glass guard rail system located on the north side mezzanine level of the existing 1981 gymnasium. Architect will engage Joe Nicholson, structural engineer from Design Tree Engineering for review of connection detail to existing tube steel edge. Owner's construction budget limit is \$99,500.00. Owner will remove and dispose of the existing guard rail and will coordinate with selected contractor prior to installation of new system.

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the schedule, the Architect's services and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

§ 1.3 The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form. The parties will use AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

§ 1.3.1 Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, and the requisite AIA Document G202™–2013, Project Building Information Modeling Protocol Form, shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

Init.

ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide the professional services set forth in this Agreement consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.2 The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 11.8:

(Identify types and limits of insurance coverage, and other insurance requirements applicable to the Agreement, if any.)

.1 General Liability

\$1,000,000 each occurrence

.2 Automobile Liability

n/a

.3 Workers' Compensation

500,000 statutory limit

.4 Professional Liability

\$1,000,000 per claim
\$1,000,000 aggregate

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in this Article 3 and include usual and customary structuralengineering services. Services not set forth in this Article 3 are Supplemental or Additional Services.

§ 3.1.1 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on (1) the accuracy and completeness of the services and information furnished by the Owner and (2) the Owner's approvals. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

§ 3.1.2 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

§ 3.1.3 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

§ 3.2 Design Phase Services

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

Init.

§ 3.2.2 The Architect shall discuss with the Owner the Owner's program, schedule, budget for the Cost of the Work, Project site, and alternative approaches to design and construction of the Project. The Architect shall reach an understanding with the Owner regarding the Project requirements.

§ 3.2.3 The Architect shall consider the relative value of alternative materials, building systems and equipment, together with other considerations based on program, aesthetics, and any sustainable objectives, in developing a design for the Project that is consistent with the Owner's schedule and budget for the Cost of the Work.

§ 3.2.4 Based on the Project requirements, the Architect shall prepare Design Documents for the Owner's approval consisting of drawings and other documents appropriate for the Project and the Architect shall prepare and submit to the Owner an Opinion of Probable Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.5 The Architect shall submit the Design Documents to the Owner, and request the Owner's approval.

§ 3.3 Construction Documents Phase Services

§ 3.3.1 Based on the Owner's approval of the Design Documents, the Architect shall prepare for the Owner's approval Construction Documents consisting of Drawings and Specifications setting forth in detail the requirements for the construction of the Work. The Owner and Architect acknowledge that in order to construct the Work the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.4.4.

§ 3.3.2 The Architect shall incorporate the design requirements of governmental authorities having jurisdiction over the Project into the Construction Documents.

§ 3.3.3 The Architect shall submit the Construction Documents to the Owner, update the Opinion of Probable Cost of the Work and advise the Owner of any adjustments to the Opinion of Probable Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

§ 3.3.4 The Architect, following the Owner's approval of the Construction Documents and of the latest Opinion of Probable Cost of the Work, shall assist the Owner in obtaining bids or proposals and awarding and preparing contracts for construction.

§ 3.4 Construction Phase Services

§ 3.4.1 General

§ 3.4.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A104™–2017, Standard Abbreviated Form of Agreement Between Owner and Contractor. If the Owner and Contractor modify AIA Document A104–2017, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement.

§ 3.4.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 3.4.1.3 Subject to Section 4.2, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

§ 3.4.2 Evaluations of the Work

§ 3.4.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.2.2, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not

Init.

be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work.

§ 3.4.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents and has the authority to require inspection or testing of the Work.

§ 3.4.2.3 The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 3.4.2.4 When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith.

§ 3.4.2.5 The Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

§ 3.4.3 Certificates for Payment to Contractor

§ 3.4.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.4.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified.

§ 3.4.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 3.4.4 Submittals

§ 3.4.4.1 The Architect shall review and approve, or take other appropriate action, upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or any construction means, methods, techniques, sequences or procedures.

§ 3.4.4.2 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Architect. The review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

§ 3.4.4.3 The Architect shall review and respond to written requests for interpretation about the Contract Documents. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness.

Init.

§ 3.4.5 Changes in the Work

The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 4.2.3, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 3.4.6 Project Completion

The Architect shall conduct one walk through to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion; forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and received from the Contractor; and issue a final Certificate for Payment based upon the walk through indicating that, to the best of the Architect's knowledge, information, and belief, the Work complies with the requirements of the Contract Documents.

ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES

§ 4.1 Supplemental Services are not included in Basic Services but may be required for the Project. The Architect shall provide the Supplemental Services indicated below, and the Owner shall compensate the Architect as provided in Section 11.2. Supplemental Services may include programming, site evaluation and planning, environmental studies, civil engineering, landscape design, telecommunications/data, security, measured drawings of existing conditions, coordination of separate contractors or independent consultants, detailed cost estimates, on-site project representation beyond requirements of Section 4.2.2, value analysis, interior architectural design, tenant related services, preparation of record drawings, commissioning, sustainable project services, and any other services not otherwise included in this Agreement.

(Identify below the Supplemental Services that the Architect is required to provide and insert a description of each Supplemental Service, if not further described in an exhibit attached to this document.)

§ 4.2 The Architect may provide Additional Services after execution of this Agreement without invalidating the Agreement. Upon recognizing the need to perform Additional Services, the Architect shall notify the Owner. The Architect shall not provide the Additional Services until the Architect receives the Owner's written authorization. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.2 shall entitle the Architect to compensation pursuant to Section 11.3. If written authorization is not received, the Architect is not entitled to compensation for said services.

§ 4.2.1 The Architect shall provide services necessitated by a change in the Initial Information, changes in previous instructions or approvals given by the Owner, or a material change in the Project including size; quality; complexity; the Owner's schedule or budget for Cost of the Work; or procurement or delivery method as an Additional Service.

§ 4.2.2 The Architect has included in Basic Services one (1.00) visits to the site by the Architect during construction. The Architect shall conduct site visits in excess of that amount as an Additional Service.

§ 4.2.3 The Architect shall, as an Additional Service, provide services made necessary by a Contractor's proposed change in the Work. The Architect shall prepare revisions to the Architect's Instruments of Service necessitated by Change Orders and Construction Change Directives as an Additional Service.

§ 4.2.4 If the services covered by this Agreement have not been completed within twelve (12.00) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program which shall set forth the Owner's objectives, schedule, constraints and criteria, including space requirements and relationships, flexibility, expandability, special equipment, systems and site requirements.

§ 5.2 The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project; a written legal description of the site; and services of geotechnical engineers or other consultants, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project.

§ 5.4 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 5.5 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests; tests for air and water pollution; and tests for hazardous materials.

§ 5.6 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests. Owner's obligation to provide legal services does not require Owner to furnish said services in conjunction with the alleged negligent or wrongful acts of Architect.

§ 5.7 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service. Failure of the Owner to provide such notice does not relieve Architect from his/her obligations hereunder.

§ 5.8 The Owner shall endeavor to communicate with the Contractor through the Architect about matters arising out of or relating to the Contract Documents.

§ 5.9 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

§ 5.10 Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of, or enforce lien rights.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner. The Cost of the Work does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, and the preliminary Opinion of Probable Cost of the Work and updated Opinions of Probable Cost of the Work prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any Opinion of Probable Cost of the Work, or evaluation, prepared or agreed to by the Architect.

§ 6.3 In preparing Opinion of Probable Cost of Work, the Architect shall be permitted to include contingencies for design, bidding and price escalation; to determine what materials, equipment, component systems and types of construction are to be included in the Contract Documents; to recommend reasonable adjustments in the program and scope of the Project; and to include design alternates as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget. The Architect's Opinion of Probable Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requires a detailed Opinion of Probable Cost of the Work, the Architect shall provide such an Opinion of Probable Cost, if identified as the Architect's responsibility in Section 4.1, as a Supplemental Service.

§ 6.4 If, through no fault of the Architect, construction procurement activities have not commenced within 90 days after the Architect submits the Construction Documents to the Owner the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's current budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. If the Owner requires the Architect to modify the Construction Documents because the lowest bona fide bid or negotiated proposal exceeds the Owner's budget for the Cost of the Work due to market conditions the Architect could not reasonably anticipate, the Owner shall compensate the Architect for the modifications as an Additional Service pursuant to Section 11.3. In any event, the Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement, including prompt payment of all sums when due pursuant to Article 9 and Article 11. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 1.3, solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

§ 7.5 Except as otherwise stated in Section 7.3, the provisions of this Article 7 shall survive the termination of this Agreement.

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 General

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other, for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A104-2017, Standard Abbreviated Form of Agreement Between Owner and Contractor. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.6

§ 8.2 Mediation

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 Mediation, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.3 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

(Check the appropriate box.)

| *(Paragraph Deleted)*

| [X] Litigation in a court of competent jurisdiction

Init.

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

(Paragraphs Deleted)

ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, Reimbursable Expenses incurred, and all costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.

§ 9.7 In addition to any amounts paid under Section 9.6, if the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall pay to the Architect the following fees:

(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)

.1 Termination Fee:

.2 Licensing Fee if the Owner intends to continue using the Architect's Instruments of Service:

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

Init.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A104–2017, Standard Abbreviated Form of Agreement Between Owner and Contractor.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

§ 10.4 If the Owner requests the Architect to execute certificates or consents, the proposed language of such certificates or consents shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

§ 10.6 The Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. However, the Architect's materials shall not include information the Owner has identified in writing as confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

§ 10.8 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

- .1 Stipulated Sum
(Insert amount)

\$8,500 flat fee: 55% documentation | 10% obtaining quotes | 35% construction administration. One site visit included for verification and one site visit included for final walk through. Additional site visits \$650.00 per trip.

(Paragraph Deleted)

(Paragraphs Deleted)

Init.

§ 11.2 For Supplemental Services identified in Section 4.1, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

Hourly per Exhibit A

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.2, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation.)

Hourly per Exhibit A

§ 11.4 Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus percent (10.00%), or as follows:

(Paragraph Deleted)

(Table Deleted)

§ 11.6 When compensation identified in Section 11.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner's budget for the Cost of the Work.

§ 11.6.1 When compensation is on a percentage basis and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.7 The hourly billing rates for services of the Architect and the Architect's consultants, if any, are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices.

(If applicable, attach an exhibit of hourly billing rates or insert them below.)

Exhibit A

(Table Deleted)

§ 11.8 Compensation for Reimbursable Expenses

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic, Supplemental, and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;
- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .5 Postage, handling, and delivery;
- .6 Expense of overtime work requiring higher than regular rates if authorized in advance by the Owner;

Init.

- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- .8 Expense of professional liability insurance dedicated exclusively to this Project or the expense of additional insurance coverage or limits requested by the Owner in excess of that normally maintained by the Architect and the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses; and
- .11 Other similar Project-related expenditures.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus ten percent (10 %) of the expenses incurred.

§ 11.9 Payments to the Architect

§ 11.9.1 Initial Payment

An initial payment of Zero Dollars (\$ 0) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

§ 11.9.2 Progress Payments

§ 11.9.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid Thirty (30) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.

(Insert rate of monthly or annual interest agreed upon.)

the rate provided in Minn. Stat. §549.09

§ 11.9.2.2 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.9.2.3 Records of Reimbursable Expenses, expenses pertaining to Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:

(Include other terms and conditions applicable to this Agreement.)

ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents identified below:

.1 AIA Document B104™–2017, Standard Abbreviated Form of Agreement Between Owner and Architect

.2 AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:

(Insert the date of the E203–2013 incorporated into this agreement.)

.3 Exhibits:

(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits identified in Section 4.1.)

Init.

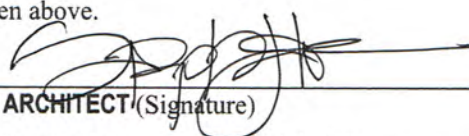
Exhibit A Studio E Architects Fee Schedule and Reimbursable Expenses

(Paragraph Deleted)

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

Dr. Rick Clark, Superintendent
(Printed name and title)



ARCHITECT (Signature)

Stephanie Howe, Principal-in-Charge
(Printed name, title, and license number, if required)

Init.



Yellow Medicine East, ISD 2190

ISD 2190 – BOARD OF DIRECTORS' AGENDA ANALYSIS

AGENDA ITEM: 9.1
MEETING DATE: December 11, 2017
SUBJECT: Consideration of Contract with Verizon Wireless for installation of Mini-Tower on School Grounds.

BOARD ACTION

Required X
Information
Scheduled Report

BACKGROUND/RATIONALE

This project has been ongoing and has now met the final contingency of an opt-out clause for the school. The opt-out is now permissible after the second five year renewal.

PRESENTER (S)

Dr. Clark

COMMITTEE

Full Board of Education

SUPERINTENDENT RECOMMENDATION

Recommend support of accepting contract, drawings and work orders.

LEASE AGREEMENT

This Lease Agreement (the "**Agreement**") made this ____ day of _____, 20__ between Independent School District 2190, a Minnesota public corporation, with its principal offices located at 450 9th Avenue, Granite Falls, Minnesota 56241, hereinafter designated **LESSOR** and Alltel Communications, LLC d/b/a Verizon Wireless with its principal offices at One Verizon Way, Mail Stop 4AW100, Basking Ridge, New Jersey 07920 (telephone number 866-862-4404), hereinafter designated **LESSEE**. LESSOR and LESSEE are at times collectively referred to hereinafter as the "**Parties**" or individually as the "**Party**."

WITNESSETH

In consideration of the mutual covenants contained herein and intending to be legally bound hereby, the Parties hereto agree as follows:

1. **PREMISES.** LESSOR hereby leases to LESSEE certain space on LESSOR's utility pole (the "**Pole**") and/or surrounding real and/or personal property, which is located within the boundaries of certain real property that is owned, leased or otherwise controlled by LESSOR at 450 9th Avenue, in the City of Granite Falls, County of Yellow Medicine, State of Minnesota (LESSOR's Pole, personal property and surrounding real property are hereinafter sometimes collectively referred to as the "**Property**"), for the installation, operation and maintenance of communications equipment; together with the non-exclusive right of ingress and egress from a public right-of-way, seven (7) days a week, twenty four (24) hours a day, over the Property and to and from the Premises (as hereinafter defined) for the purpose of installation, operation and maintenance of LESSEE's communications facility. The Property is legally described on Exhibit A attached hereto and made a part hereof. The space leased by LESSOR to LESSEE depicted on Exhibit B is hereinafter collectively referred to as the "**Premises**". In addition, the Premises may include, without limitation, certain space on the ground (the "**Equipment Space**") on the Property, and space on the Pole sufficient for the installation, operation and maintenance of antennas and other equipment (the "**Antenna Space**") as depicted on Exhibit B. Notwithstanding anything to the contrary herein, the Premises shall include such additional space necessary for the installation, operation and maintenance of wires, cables, conduits, and pipes (the "**Cabling Space**") running between and among the various portions of the Premises and to all necessary electrical and telephone utility, cable, and fiber sources located within the Property. In the event there are not sufficient electric and telephone, cable or fiber utility sources located on the Property, LESSOR agrees to grant LESSEE or the local utility provider the right to install such utilities on, over and/or under the Property necessary for LESSEE to operate its communications facility, provided the location of such utilities shall be as reasonably designated by LESSOR.

2. **CONDITION OF PROPERTY.** LESSOR shall deliver the Premises to LESSEE in a condition ready for LESSEE's construction of its improvements and clean and free of debris. LESSOR represents and warrants to LESSEE that as of the Effective Date and continuing throughout the Term (as hereinafter defined): (a) the Property is in compliance with all Laws (as defined in Paragraph 24 below); and (b) the Property is free of all lead-based paint, asbestos or other hazardous substances, as such term may be defined under any applicable federal, state or local law. If a breach of the representations and warranties contained in this Paragraph 2 is discovered at any time during the Term, LESSOR shall,

promptly after receipt of written notice from LESSEE setting forth a description of such non-compliance, rectify same at LESSOR's expense.

3. TERM; RENTAL.

This Agreement shall be effective as of the date of execution by both Parties (the "**Effective Date**"), provided, however, the initial term shall be for five (5) years and shall commence on the first day of the month following the day that LESSEE commences installation of the equipment on the Premises (the "**Commencement Date**") at which time rental payments shall commence and be due at a total annual rental of One Hundred Fifty Dollars (\$150.00) to be paid in advance annually on the Commencement Date and on each anniversary of it in advance, to LESSOR or to such other person, firm or place as LESSOR may, from time to time, designate in writing at least thirty (30) days in advance of any rental payment date by notice given in accordance with Paragraph 18 below. LESSOR and LESSEE agree that they shall acknowledge in writing the Commencement Date. LESSOR and LESSEE acknowledge and agree that initial rental payment shall not actually be sent by LESSEE until sixty (60) days after LESSEE's receipt of written acknowledgement confirming the Commencement Date.

Upon agreement of the Parties, LESSEE may pay rent by electronic funds transfer and in such event, LESSOR agrees to provide to LESSEE bank routing information for such purpose upon request of LESSEE.

LESSOR hereby agrees to provide to LESSEE certain documentation (the "**Rental Documentation**") including without limitation: (i) documentation evidencing LESSOR's good and sufficient title to and/or interest in the Property and right to receive rental payments and other benefits hereunder; (ii) a completed Internal Revenue Service Form W-9, or equivalent for any party to whom rental payments are to be made pursuant to this Agreement; and (iii) other documentation requested by LESSEE and within fifteen (15) days of obtaining an interest in the Property or this Agreement, any assignee(s), transferee(s) or other successor(s) in interest of LESSOR shall provide to LESSEE such Rental Documentation. All documentation shall be acceptable to LESSEE in LESSEE's reasonable discretion. Delivery of Rental Documentation to LESSEE shall be a prerequisite for the payment of any rent by LESSEE and notwithstanding anything to the contrary herein, LESSEE shall have no obligation to make any rental payments until Rental Documentation has been supplied to LESSEE as provided herein.

Within thirty (30) days of a written request from LESSEE, LESSOR or any assignee(s) or transferee(s) of LESSOR agrees to provide updated Rental Documentation. Delivery of Rental Documentation to LESSEE shall be a prerequisite for the payment of any rent by LESSEE to such party and notwithstanding anything to the contrary herein, LESSEE shall have no obligation to make any rental payments until Rental Documentation has been supplied to LESSEE as provided herein.

4. ELECTRICAL. LESSOR shall, at all times during the Term, provide electrical service and telephone service access within the Premises. In consideration for electrical service, \$1,500.00 per year shall be added to the annual rent due under this Agreement.

LESSEE shall be permitted at any time during the Term, to install, maintain and/or provide access to and use of, as necessary (during any power interruption at the Premises), a temporary power source, and all related equipment and appurtenances within the Premises, or elsewhere on the Property in such locations as reasonably approved by LESSOR. LESSEE shall have the right to install conduits connecting the temporary power source and related appurtenances to the Premises.

5. EXTENSIONS. This Agreement shall automatically be extended for four (4) additional five (5) year terms unless LESSEE terminates it at the end of the then current term by giving LESSOR written notice of the intent to terminate at least three (3) months prior to the end of the then current term. LESSOR may terminate this Agreement at the end of the second and third extension terms by giving LESSEE written notice of the intent to terminate at least twelve (12) months prior to the end of the then current term. The initial term and all extensions shall be collectively referred to herein as the "Term".

6. USE; GOVERNMENTAL APPROVALS. LESSEE shall use the Premises for the purpose of constructing, maintaining, repairing and operating a communications facility and uses incidental thereto. LESSEE shall have the right to replace, repair, add or otherwise modify its utilities, equipment, antennas and/or conduits or any portion thereof and the frequencies over which the equipment operates, whether the equipment, antennas, conduits or frequencies are specified or not on any exhibit attached hereto, during the Term. It is understood and agreed that LESSEE's ability to use the Premises is contingent upon its obtaining after the execution date of this Agreement all of the certificates, permits and other approvals (collectively the "**Governmental Approvals**") that may be required by any Federal, State or Local authorities which will permit LESSEE use of the Premises as set forth above. LESSOR shall cooperate with LESSEE in its effort to obtain such approvals and shall take no action which would adversely affect the status of the Property with respect to the proposed use thereof by LESSEE. In the event that (i) any of such applications for such Governmental Approvals should be finally rejected; (ii) any Governmental Approval issued to LESSEE is canceled, expires, lapses, or is otherwise withdrawn or terminated by governmental authority; and (iii) LESSEE determines that such Governmental Approvals may not be obtained in a timely manner, LESSEE shall have the right to terminate this Agreement. Notice of LESSEE's exercise of its right to terminate shall be given to LESSOR in accordance with the notice provisions set forth in Paragraph 18 and shall be effective upon the mailing of such notice by LESSEE, or upon such later date as designated by LESSEE. All rentals paid to said termination date shall be retained by LESSOR. Upon such termination, this Agreement shall be of no further force or effect except to the extent of the representations, warranties and indemnities made by each Party to the other hereunder. Otherwise, the LESSEE shall have no further obligations for the payment of rent to LESSOR.

7. INDEMNIFICATION. Subject to Paragraph 8, below, each Party shall indemnify and hold the other harmless against any claim of liability or loss from personal injury or property damage resulting from or arising out of the negligence or willful misconduct of the indemnifying Party, its employees, contractors or agents, except to the extent such claims or damages may be due to or caused by the negligence or willful misconduct of the other Party, or its employees, contractors or agents.

8. INSURANCE.

a. The Parties hereby waive and release any and all rights of action for negligence against the other which may hereafter arise on account of damage to the Premises or to the Property, resulting from any fire, or other casualty of the kind covered by standard fire insurance policies with extended coverage, regardless of whether or not, or in what amounts, such insurance is now or hereafter carried by the Parties, or either of them. These waivers and releases shall apply between the Parties and they shall also apply to any claims under or through either Party as a result of any asserted right of subrogation. All such policies of insurance obtained by either Party concerning the Premises or the Property shall waive the insurer's right of subrogation against the other Party.

b. LESSOR and LESSEE each agree that at its own cost and expense, each will maintain commercial general liability insurance with limits not less than \$1,000,000 for injury to or death of one or more persons in any one occurrence and \$500,000 for damage or destruction to property in any one occurrence. LESSOR and LESSEE each agree that it will include the other Party as an additional insured.

9. LIMITATION OF LIABILITY. Except for indemnification pursuant to Paragraphs 7 and 22, neither Party shall be liable to the other, or any of their respective agents, representatives, employees for any lost revenue, lost profits, loss of technology, rights or services, incidental, punitive, indirect, special or consequential damages, loss of data, or interruption or loss of use of service, even if advised of the possibility of such damages, whether under theory of contract, tort (including negligence), strict liability or otherwise.

10. ANNUAL TERMINATION. Notwithstanding anything to the contrary contained herein, provided LESSEE is not in default hereunder beyond applicable notice and cure periods, LESSEE shall have the right to terminate this Agreement upon the annual anniversary of the Commencement Date provided that three (3) months prior notice is given to LESSOR.

11. INTERFERENCE. LESSEE agrees to install equipment of the type and frequency which will not cause harmful interference which is measurable in accordance with then existing industry standards to any equipment of LESSOR or other lessees of the Property which existed on the Property prior to the date this Agreement is executed by the Parties. In the event any after-installed LESSEE's equipment causes such interference, and after LESSOR has notified LESSEE in writing of such interference, LESSEE will take all commercially reasonable steps necessary to correct and eliminate the interference, including but not limited to, at LESSEE's option, powering down such equipment and later powering up such equipment for intermittent testing. In no event will LESSOR be entitled to terminate this Agreement or relocate the equipment as long as LESSEE is making a good faith effort to remedy the interference issue. LESSOR agrees that LESSOR and/or any other tenants of the Property who currently have or in the future take possession of the Property will be permitted to install only such equipment that is of the type and frequency which will not cause harmful interference which is measurable in accordance with then existing industry standards to the then existing equipment of LESSEE. The Parties acknowledge that there will not be an adequate remedy at law for noncompliance with the provisions of this Paragraph and therefore, either Party shall have the right to equitable remedies, such as, without limitation, injunctive relief and specific performance.

12. REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLE; RELOCATION OF EXISTING LIGHT FIXTURES. LESSEE, at its sole cost, shall remove and replace only the Existing Light Pole in the location shown on Exhibit B (hereinafter the "Existing Light Pole") for the attachment of LESSEE's communications equipment (the "Replacement Light Pole"). Any and all lighting fixtures and related appurtenances shall be removed from the Existing Light Pole and relocated on the Replacement Light Pole so that the relocated light fixtures are fully operative, but without further liability of any kind resulting from, or related to, this light fixture relocation. Following the removal of the Existing Light Pole, LESSEE shall dispose of the same at LESSEE's sole cost and expense. The manner in which the Existing Light Pole are removed and disposed shall be determined by LESSEE in its sole discretion. Upon completion of construction, LESSEE shall convey all Replacement Light Pole to LESSOR "WHERE IS", "AS IS", and without further consideration to or from LESSOR pursuant to a Quit Claim Bill of Sale in the form attached as Exhibit C. LESSOR will thereafter be solely responsible for any and all costs relating the

operation, maintenance, repair and disposal of all Replacement Light Pole, including, without limitation, utility service charges.

13. REMOVAL AT END OF TERM. LESSEE shall, upon expiration of the Term, or within ninety (90) days after any earlier termination of the Agreement, remove its equipment, conduits, fixtures and all personal property and restore the Premises to its original condition, reasonable wear and tear and casualty damage excepted. LESSOR agrees and acknowledges that all of the equipment, conduits, fixtures and personal property of LESSEE shall remain the personal property of LESSEE and LESSEE shall have the right to remove the same at any time during the Term, whether or not said items are considered fixtures and attachments to real property under applicable laws. If such time for removal causes LESSEE to remain on the Premises after termination of this Agreement, LESSEE shall pay rent at the then existing monthly rate or on the existing monthly pro-rata basis if based upon a longer payment term, until such time as the removal of the building, antenna structure, fixtures and all personal property are completed.

14. RIGHT OF FIRST REFUSAL (COMMUNICATIONS EASEMENT). If LESSOR elects, during the Term to grant to a third party by easement or other legal instrument an interest in and to that portion of the Property occupied by LESSEE, or a larger portion thereof, for the purpose of operating and maintaining communications facilities or the management thereof, with or without an assignment of this Agreement to such third party, LESSEE shall have the right of first refusal to meet any bona fide offer of transfer on the same terms and conditions of such offer. If LESSEE fails to meet such bona fide offer within thirty (30) days after written notice thereof from LESSOR, LESSOR may grant the easement or interest in the Property or portion thereof to such third person in accordance with the terms and conditions of such third party offer.

15. RIGHTS UPON SALE. Should LESSOR, at any time during the Term decide (i) to sell or transfer all or any part of the Property thereon to a purchaser other than LESSEE, or (ii) to grant to a third party by easement or other legal instrument an interest in and to that portion of the Property occupied by LESSEE, or a larger portion thereof, for the purpose of operating and maintaining communications facilities or the management thereof, such sale or grant of an easement or interest therein shall be under and subject to this Agreement and any such purchaser or transferee shall recognize LESSEE's rights hereunder under the terms of this Agreement. In the event that LESSOR completes any such sale, transfer, or grant described in this paragraph without executing an assignment of this Agreement whereby the third party agrees in writing to assume all obligations of LESSOR under this Agreement, then LESSOR shall not be released from its obligations to LESSEE under this Agreement, and LESSEE shall have the right to look to LESSOR and the third party for the full performance of this Agreement.

16. QUIET ENJOYMENT AND REPRESENTATIONS. LESSOR covenants that LESSEE, on paying the rent and performing the covenants herein, shall peaceably and quietly have, hold and enjoy the Premises. LESSOR represents and warrants to LESSEE as of the execution date of this Agreement, and covenants during the Term that LESSOR is seized of good and sufficient title and interest to the Property and has full authority to enter into and execute this Agreement. LESSOR further covenants during the Term that there are no liens, judgments or impediments of title on the Property, or affecting LESSOR's title to the same and that there are no covenants, easements or restrictions which prevent or adversely affect the use or occupancy of the Premises by LESSEE as set forth above.

17. ASSIGNMENT. This Agreement may be sold, assigned or transferred by the LESSEE without any approval or consent of the LESSOR to the LESSEE's principal, affiliates, subsidiaries of its principal or to any entity which acquires all or substantially all of LESSEE's assets in the market defined by the Federal Communications Commission in which the Property is located by reason of a merger, acquisition or other business reorganization. As to other parties, this Agreement may not be sold, assigned or transferred without the written consent of the LESSOR, which such consent will not be unreasonably withheld, delayed or conditioned. No change of stock ownership, partnership interest or control of LESSEE or transfer upon partnership or corporate dissolution of LESSEE shall constitute an assignment hereunder.

18. NOTICES. All notices hereunder must be in writing and shall be deemed validly given if sent by certified mail, return receipt requested or by commercial courier, provided the courier's regular business is delivery service and provided further that it guarantees delivery to the addressee by the end of the next business day following the courier's receipt from the sender, addressed as follows (or any other address that the Party to be notified may have designated to the sender by like notice):

LESSOR: Dr. Rick Clark
Independent School District 2190
450 9th Avenue
Granite Falls, Minnesota 56241

LESSEE: Alltel Communications, LLC
d/b/a Verizon Wireless
180 Washington Valley Road
Bedminster, New Jersey 07921
Attention: Network Real Estate

Notice shall be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to the foregoing.

19. RECORDING. LESSOR agrees to execute a Memorandum of this Agreement which LESSEE may record with the appropriate recording officer. The date set forth in the Memorandum of Lease is for recording purposes only and bears no reference to commencement of either the Term or rent payments.

20. DEFAULT. In the event there is a breach by a Party with respect to any of the provisions of this Agreement or its obligations under it, the non-breaching Party shall give the breaching Party written notice of such breach. After receipt of such written notice, the breaching Party shall have thirty (30) days in which to cure any breach, provided the breaching Party shall have such extended period as may be required beyond the thirty (30) days if the breaching Party commences the cure within the thirty (30) day period and thereafter continuously and diligently pursues the cure to completion. The non-breaching Party may not maintain any action or effect any remedies for default against the breaching Party unless and until the breaching Party has failed to cure the breach within the time periods provided in this Paragraph. Notwithstanding the foregoing to the contrary, it shall be a default under this Agreement if LESSOR fails, within five (5) days after receipt of written notice of such breach, to perform an obligation required to be performed by LESSOR if the failure to perform such an obligation interferes with LESSEE's ability to conduct its business; provided, however, that if the nature of LESSOR's obligation is such that more than five (5) days after such notice is reasonably required for its performance, then it

shall not be a default under this Agreement if performance is commenced within such five (5) day period and thereafter diligently pursued to completion.

21. REMEDIES. In the event of a default by either Party with respect to a material provision of this Agreement, without limiting the non-defaulting Party in the exercise of any right or remedy which the non-defaulting Party may have by reason of such default, the non-defaulting Party may terminate the Agreement and/or pursue any remedy now or hereafter available to the non-defaulting Party under the Laws or judicial decisions of the state in which the Premises are located. Further, upon a default, the non-defaulting Party may at its option (but without obligation to do so), perform the defaulting Party's duty or obligation on the defaulting Party's behalf, including but not limited to the obtaining of reasonably required insurance policies. The costs and expenses of any such performance by the non-defaulting Party shall be due and payable by the defaulting Party upon invoice therefor. If LESSEE undertakes any such performance on LESSOR's behalf and LESSOR does not pay LESSEE the full undisputed amount within thirty (30) days of its receipt of an invoice setting forth the amount due, LESSEE may offset the full undisputed amount due against all fees due and owing to LESSOR under this Agreement until the full undisputed amount is fully reimbursed to LESSEE.

22. ENVIRONMENTAL.

a. LESSOR will be responsible for all obligations of compliance with any and all environmental and industrial hygiene laws, including any regulations, guidelines, standards, or policies of any governmental authorities regulating or imposing standards of liability or standards of conduct with regard to any environmental or industrial hygiene conditions or concerns as may now or at any time hereafter be in effect, that are or were in any way related to activity now conducted in, on, or in any way related to the Property, unless such conditions or concerns are caused by the specific activities of LESSEE in the Premises.

b. LESSOR shall hold LESSEE harmless and indemnify LESSEE from and assume all duties, responsibility and liability at LESSOR's sole cost and expense, for all duties, responsibilities, and liability (for payment of penalties, sanctions, forfeitures, losses, costs, or damages) and for responding to any action, notice, claim, order, summons, citation, directive, litigation, investigation or proceeding which is in any way related to: a) failure to comply with any environmental or industrial hygiene law, including without limitation any regulations, guidelines, standards, or policies of any governmental authorities regulating or imposing standards of liability or standards of conduct with regard to any environmental or industrial hygiene concerns or conditions as may now or at any time hereafter be in effect, unless such non-compliance results from conditions caused by LESSEE; and b) any environmental or industrial hygiene conditions arising out of or in any way related to the condition of the Property or activities conducted thereon, unless such environmental conditions are caused by LESSEE.

c. LESSEE shall hold LESSOR harmless and indemnify LESSOR from and assume all duties, responsibility and liability at LESSEE's sole cost and expense, for all duties, responsibilities, and liability (for payment of penalties, sanctions, forfeitures, losses, costs, or damages) and for responding to any action, notice, claim, order, summons, citation, directive, litigation, investigation or proceeding which is in any way related to: a) failure to comply with any environmental or industrial hygiene law, including without limitation any regulations, guidelines, standards, or policies of any governmental authorities regulating or imposing standards of liability or standards of conduct with regard to any environmental or industrial hygiene concerns or conditions as may now or at any time hereafter be in effect, to the extent that such non-compliance results from conditions caused by LESSEE; and b) any

environmental or industrial hygiene conditions arising out of or in any way related to the condition of the Property or activities conducted thereon, to the extent that such environmental conditions are caused by LESSEE.

23. CASUALTY. In the event of damage by fire or other casualty to the Premises that cannot reasonably be expected to be repaired within forty-five (45) days following same or, if the Property is damaged by fire or other casualty so that such damage may reasonably be expected to disrupt LESSEE's operations at the Premises for more than forty-five (45) days, then LESSEE may, at any time following such fire or other casualty, provided LESSOR has not completed the restoration required to permit LESSEE to resume its operation at the Premises, terminate this Agreement upon fifteen (15) days prior written notice to LESSOR. Any such notice of termination shall cause this Agreement to expire with the same force and effect as though the date set forth in such notice were the date originally set as the expiration date of this Agreement and the Parties shall make an appropriate adjustment, as of such termination date, with respect to payments due to the other under this Agreement. Notwithstanding the foregoing, the rent shall abate during the period of repair following such fire or other casualty in proportion to the degree to which LESSEE's use of the Premises is impaired.

24. APPLICABLE LAWS. During the Term, LESSOR shall maintain the Property and all structural elements of the Premises in compliance with all applicable laws, rules, regulations, ordinances, directives, covenants, easements, zoning and land use regulations, and restrictions of record, permits, building codes, and the requirements of any applicable fire insurance underwriter or rating bureau, now in effect or which may hereafter come into effect (including, without limitation, the Americans with Disabilities Act and laws regulating hazardous substances) (collectively "**Laws**"). LESSEE shall, in respect to the condition of the Premises and at LESSEE's sole cost and expense, comply with (a) all Laws relating solely to LESSEE's specific and unique nature of use of the Premises; and (b) all building codes requiring modifications to the Premises due to the improvements being made by LESSEE in the Premises. It shall be LESSOR's obligation to comply with all Laws in general, without regard to specific use (including, without limitation, modifications required to enable LESSEE to obtain all necessary building permits).

25. SIMILAR TERMS AND CONDITIONS. LESSOR represents and warrants that the rent, benefits and terms and conditions granted to LESSEE by LESSOR hereunder are now and shall be, during the Term, no less favorable than the rent, benefits and terms and conditions for substantially the same or similar tenancies or licenses granted by LESSOR to other parties. If at any time during the Term LESSOR shall offer more favorable rent, benefits or terms and conditions for substantially the same or similar tenancies or licenses as those granted hereunder, then LESSOR shall, within 30 days after the effective date of such offering, notify LESSEE of such fact and offer LESSEE the more favorable offering. If LESSEE chooses, the parties shall then enter into an amendment that shall be effective retroactively to the effective date of the more favorable offering, and shall provide the same rent, benefits or terms and conditions to LESSEE. LESSEE shall have the right to decline to accept the offering. LESSOR's compliance with this requirement shall be subject, at LESSEE's option, to independent verification.

26. MISCELLANEOUS. This Agreement contains all agreements, promises and understandings between the LESSOR and the LESSEE regarding this transaction, and no oral agreement, promises or understandings shall be binding upon either the LESSOR or the LESSEE in any dispute, controversy or proceeding. This Agreement may not be amended or varied except in a writing signed by all parties. This Agreement shall extend to and bind the heirs, personal representatives, successors and assigns hereto. The failure of either party to insist upon strict performance of any of the terms or

conditions of this Agreement or to exercise any of its rights hereunder shall not waive such rights and such party shall have the right to enforce such rights at any time. This Agreement and the performance thereof shall be governed interpreted, construed and regulated by the laws of the state in which the Premises is located without reference to its choice of law rules.

Remainder of page intentionally left blank.

IN WITNESS WHEREOF, the Parties hereto have set their hands and affixed their respective seals the day and year first above written.

LESSOR:

Independent School District 2190, a Minnesota public corporation

By: _____

Name: _____

Its: _____

Date: _____

LESSEE:

Alltel Communications, LLC d/b/a Verizon Wireless

By: _____

Name: _____

Its: _____

Date: _____

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

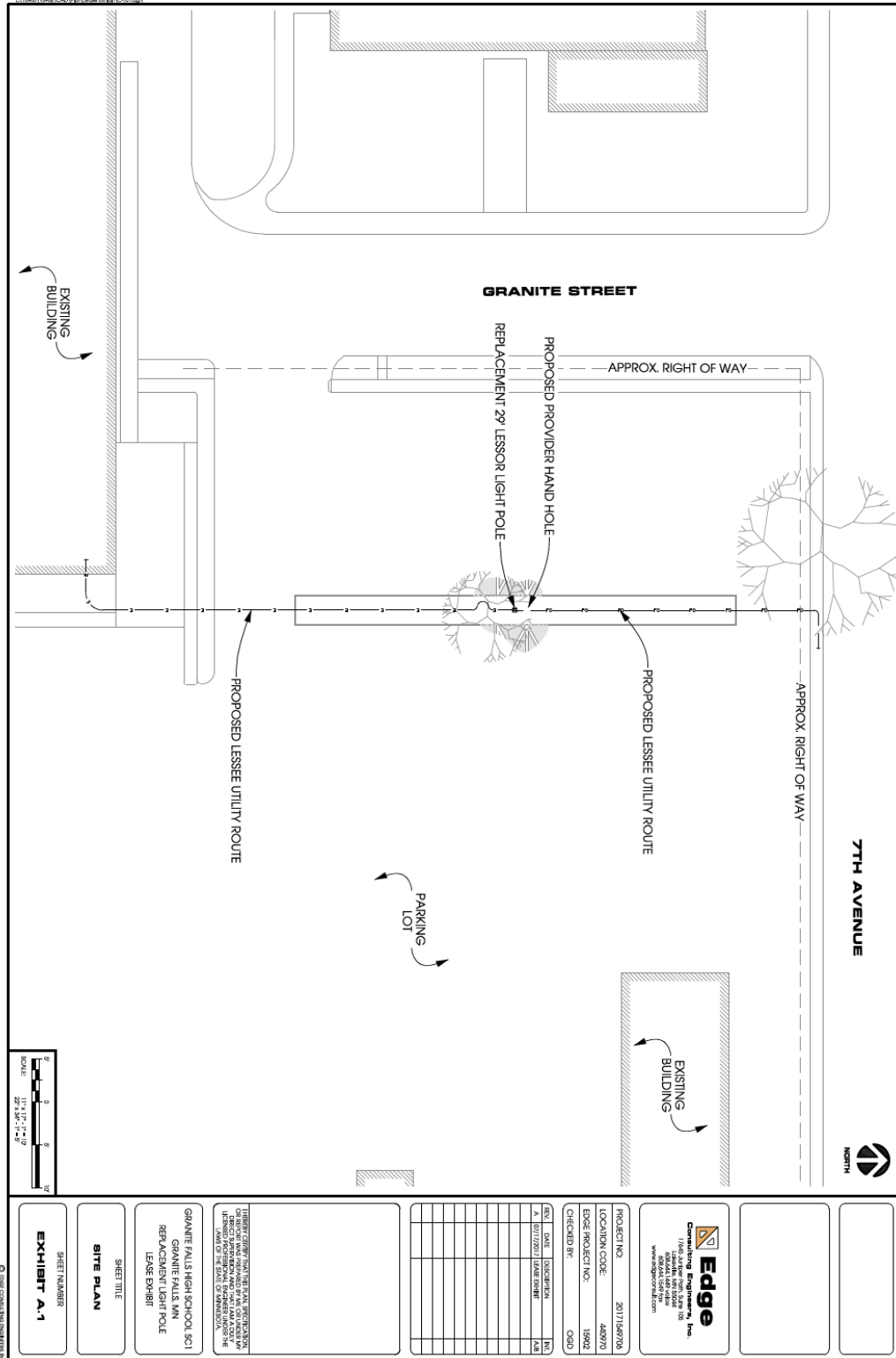
Parcel ID: 34-400-0100

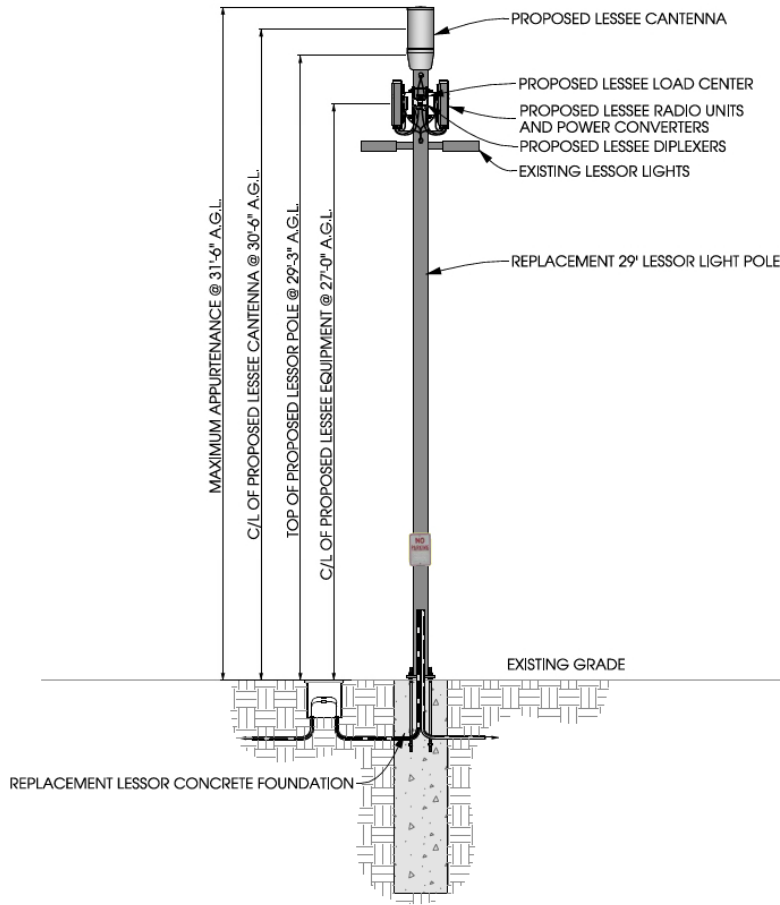
Address: 450 9th Avenue, Granite Falls, Minnesota 56241

County: Yellow Medicine

EXHIBIT B

**SITE PLAN OF EQUIPMENT SPACE,
ANTENNA SPACE AND CABLING SPACE**





A POLE ELEVATION
SCALE: NTS

EXHIBIT A.2	SITE ELEVATION	SHEET TITLE	GRANITE FALLS HIGH SCHOOL SC1	REPLACEMENT LIGHT POLE LEASE EXHIBIT	GRANITE FALLS HIGH SCHOOL SC1	REPLACEMENT LIGHT POLE LEASE EXHIBIT	REPLACEMENT LIGHT POLE LEASE EXHIBIT	REPLACEMENT LIGHT POLE LEASE EXHIBIT	REPLACEMENT LIGHT POLE LEASE EXHIBIT
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EDGE
Consulting Engineers, Inc.
10000 13th Avenue S.W.
Edmonton, Alberta T6A 1K3
Canada
www.edgeinc.ca

PROJECT NO.: 20171548706
LOCATION CODE: 446970
EDGE PROJECT NO.: 19602
CHECKED BY: OSB

REV.	DATE	DESCRIPTION	BY
A	10/17/2017	ISSUE EXHIBIT	AM

THESEY CERTIFY THAT THE PLANS SPECIFICATIONS OR RECORDS DRAWINGS AND ALL INFORMATION HEREON WERE PREPARED BY US OR UNDER OUR CLOSE PERSONAL SUPERVISION AND TO THE BEST OF OUR KNOWLEDGE AND BELIEF THEY COMPLY WITH ALL CITY AND STATE REQUIREMENTS AND REGULATIONS AND ALL APPLICABLE CODES AND ORDINANCES.

Exhibit C

QUIT CLAIM BILL OF SALE

FOR VALUABLE CONSIDERATION, Alltel Communications, LLC d/b/a Verizon Wireless, Seller, sells and conveys to Independent School District 2190, a Minnesota public corporation, Buyer, the following personal property: one (1) light pole and light fixtures affixed thereto (“Personal Property”), as depicted on Exhibit C-1 to this Quit Claim Bill of Sale, all of which are located at:

450 9th Avenue, Granite Falls, Minnesota 56241

SELLER MAKES NO WARRANTY, EXPRESS OR IMPLIED, AS TO THE CONDITION OF THE PERSONAL PROPERTY OR ITS MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE. BY ITS ACCEPTANCE OF THIS QUIT CLAIM BILL OF SALE, BUYER ACKNOWLEDGES THAT IT HAS FULLY INSPECTED THE PERSONAL PROPERTY AND BUYER ACCEPTS THE SAME “WHERE IS” AND IN ITS PRESENT USED AND “AS IS” CONDITION.

This Quit Claim Bill of Sale merely conveys to Buyer all right, title and interest, if any, of Seller in such Personal Property.

By its acceptance of the Personal Property, Buyer thereby assumes the full risk of any injuries, damages or loss related to the Personal Property except to the extent such liability is caused by Seller’s gross negligence or intentional or willful acts and except for third-party injuries, damages or losses occurring prior to the completion of installation of the Personal Property. Upon acceptance of the Personal Property, Buyer agrees to indemnify and hold Seller harmless and forever releases, relieves, discharges and covenants not to sue Seller for any and all, claims, liabilities, demands, costs and expenses (including attorneys' fees), actions, proceedings, causes of action of any kind, known or unknown, claimed or concealed, based on any theory whatsoever, including claims arising out of Seller’s negligence and except to the extent any claim is caused by Seller’s gross negligence or intentional or willful acts, which Buyer or any third party has, ever had, or ever claims to have ever had or may have against Seller, which are related to the Personal Property conveyed hereunder and except for third-party injuries, damages or losses occurring prior to the installation of the Personal Property.

This Quit Claim Bill of Sale contains the entire agreement and representations of the parties related to the sale of the Personal Property, may not be altered except by a written instrument signed by both parties, and shall be construed in accordance with the laws of Minnesota.

Alltel Communications, LLC d/b/a Verizon
Wireless

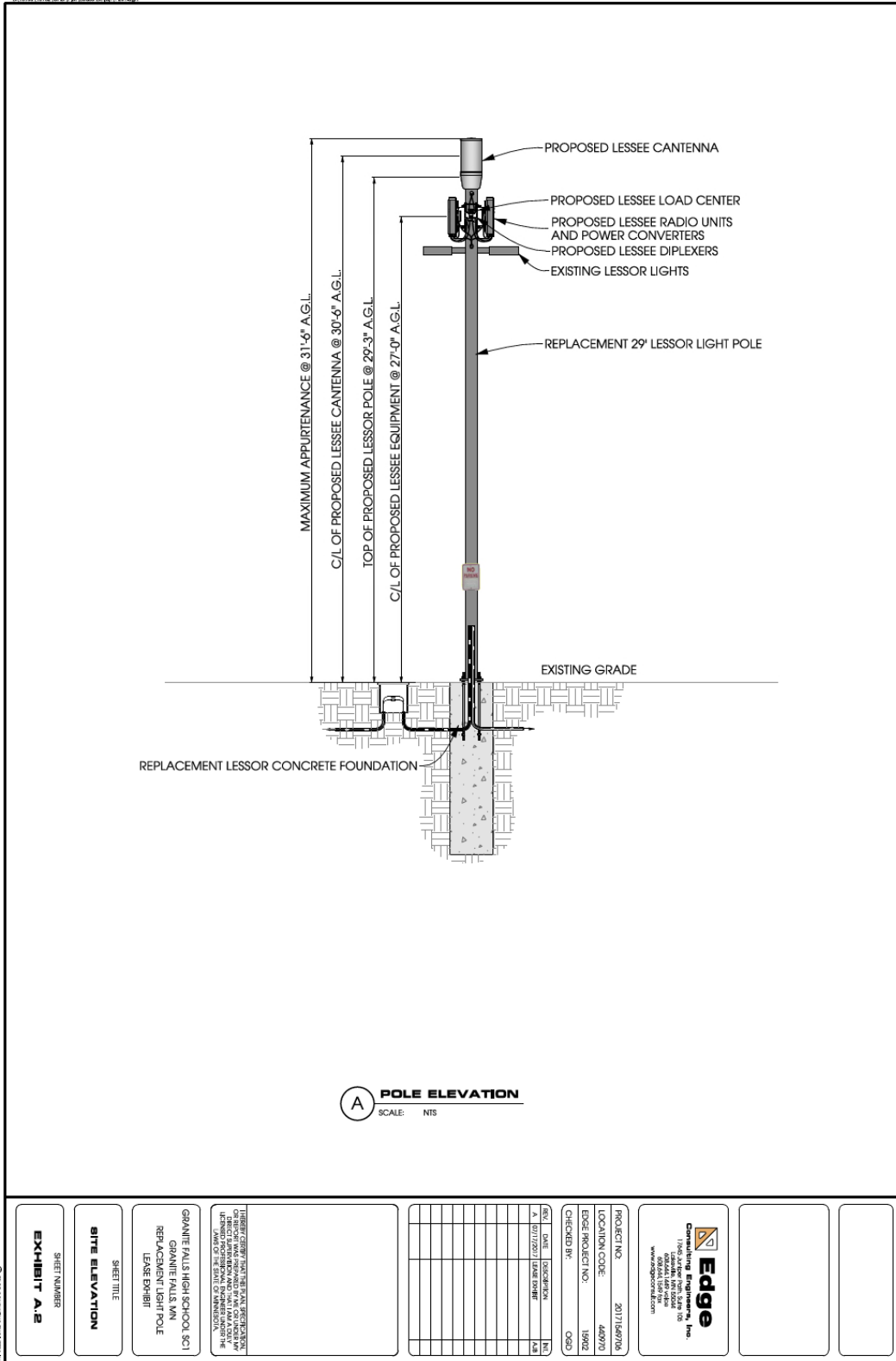
DATE: _____

By: [EXHIBIT ONLY – NOT FOR EXECUTION]

Name: _____

Its: _____

Exhibit C-1 Personal Property





Yellow Medicine East, ISD 2190

ISD 2190 – BOARD OF DIRECTORS' AGENDA ANALYSIS

AGENDA ITEM: 9.3
MEETING DATE: December 11, 2017
SUBJECT: Work Session for Selecting Superintendent

BOARD ACTION

Required
Information
Scheduled Report X

BACKGROUND/RATIONALE

Ongoing discussion of the selection process for the next superintendent. Determine a working session to develop a detailed work and responsibilities work sheet for selecting the next superintendent, July 1, 2019.

PRESENTER (S)

Dr. Clark

COMMITTEE

Board of Education

SUPERINTENDENT RECOMMENDATION

Set the fourth Monday of January, March or April for a special meeting to develop the search and selection process.



Yellow Medicine East, ISD 2190

ISD 2190 – BOARD OF DIRECTORS' AGENDA ANALYSIS

AGENDA ITEM: 10.1
MEETING DATE: December 11, 2017
SUBJECT: Recommendations for reductions of program(s) and/or personnel due to declining enrollment

BOARD ACTION

Required X
Information
Scheduled Report

BACKGROUND/RATIONALE

This action is regularly scheduled for December in order to meet statutory timelines for termination and Unrequested Leave of Absence (ULA) of personnel. The two factors that would trigger the termination or ULA are: a) declining enrollment and b) fiscal condition of the district.

The audit of Fiscal Year ending June 30, 2017 indicate the district is financially sound at this time. However, the fiscal condition of the district is directly affected by the number of students and the number of employees in the district.

It will take some time to determine if the number of students anticipated for the 2018-2019 school year, and thereafter, require the reduction of employees in order to maintain the fiscal health of Yellow Medicine East, ISD 2190.

This action allows for that time for consideration and recommendation(s).

PRESENTER (S)

Dr. Clark

COMMITTEE

Board of Education

SUPERINTENDENT RECOMMENDATION

Recommend support for the motion.

Member introduced the following resolution and moved its adoption:

**RESOLUTION DIRECTING THE ADMINISTRATION
TO MAKE RECOMMENDATIONS FOR REDUCTIONS
IN PROGRAMS AND POSITIONS AND REASONS THEREFORE.**

WHEREAS, there has been a reduction in student enrollment, and

WHEREAS, a determination must be made as to which teachers contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the School Board of Independent School District No. 2190, as follows:

That the school board hereby directs the Superintendent of Schools and the administration to consider the discontinuance of programs or positions and, as a result of a reduction in enrollment, make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon roll call vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

December 11, 2017



Voice For Greater Minnesota Education

November 22, 2017

Dear Administrator,

Enclosed is the Official Ballot/s for your MREA membership zone for the 2018 MREA Board of Directors.

There are one OR three ballots enclosed:

- If your organization is a “full membership” school district or service cooperative, you are receiving three ballots:
 - One ballot is for your Administrator group.
 - One ballot is for your School Board/Board of Directors.
 - One ballot is for your Teacher group.
 - Please distribute one ballot to each group above. Each group votes for one candidate per open position listed on the ballot.

- If your organization is an Associate or Individual member, you are receiving one ballot to vote for the open position in your zone.

All ballots must be postmarked by December 31, 2017. Ballots postmarked after this date will not be included in the election results. Ensure you have the correct mailing address on file for MREA and mail your completed ballot/s to:

**Minnesota Rural Education Association
P.O. Box 187
St. Cloud, MN 56302-0187**

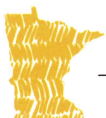
Thank you for your participation in this important representative process. If you have questions, please contact the MREA office.

Sincerely,

A handwritten signature in black ink that reads "Diane G. Vosen".

Diane Vosen
Administrative Coordinator

Enclosure: South Central Zone Ballot/s



Voice for Greater Minnesota Education

PO BOX 187 | ST. CLOUD, MN 56302 | (320) 762-6574 | MREAVOICE.ORG

BALLOT: SOUTH CENTRAL ZONE

2018 MREA Board of Directors

District/Org. # 2190 District/Org. Name Yellow Medicine East

Group Vote (check which): Administrator School Board Teacher

To vote for a candidate whose name appears on this ballot, mark an (X) in the square to the LEFT of the candidate's name. To vote for an individual whose name does not appear on the ballot, PRINT the individual's name and district/organization on the blank line.

District numbers and names must be completed above.

TEACHER REPRESENTATIVE -- VOTE FOR 1 (ONE) ONLY
4-year term 2018-2021

- Susan Knutson, Teacher, Eden Valley-Watkins Schools
- Write-in Candidate/Organization _____

CANDIDATE STATEMENT

Susan Knutson
Teacher, Eden Valley-Watkins Schools

It would be an honor to serve on the MREA Board of Directors as an advocate in creating a wide variety of opportunities for all students in rural Minnesota. I am currently a CIS Teacher and Licensed School Counselor. My 23 years of experience in public education include: working with special populations as an Emotional Behavioral Disorder Teacher and 504 Coordinator, serving as the CTE/Perkins Coordinator and Concurrent Enrollment Liaison, working as a Licensed School Counselor and running the EVW Alternative Learner Program. It's been a privilege to work on several leadership teams including QComp, ADSIS, Teacher Evaluation/PLC and the CTE Regional Advisory Committee. I would further appreciate the opportunity to serve as a leader with MREA, the organization that gives a voice to rural education in Minnesota.

Return completed ballot/s to: MREA, P.O. Box 187, St. Cloud, MN 56302-0187

Ballots MUST be postmarked by December 31, 2017.

Yellow Medicine East ISD #2190

Truth in Taxation

2017 Pay 2018 Levy

December 11, 2017

Yellow Medicine East Board room

6:00 p.m.

Tax Hearing Presentation

State law requires that schools present:

- Information on the current year budget and actual revenue and expenses for the prior year
- Information on the proposed property tax levy
- The percentage change over the prior year
- Specific purposes and reasons for any increases
- And, offer the public an opportunity to comment and ask questions

School Levy vs. Budget Cycle

- Unlike cities and counties, a school district does not set its budgets when setting the tax levy.
- **Property Tax Levy**
 - Final levy is set in December
 - Property taxes are levied on a calendar year basis
- **Budget**
 - Next years' preliminary budget is approved in June, six months after levy is set
 - School fiscal year is July 1 through June 30
 - Budget revisions will be completed later in the fiscal year

School Funding

School funding is highly regulated by the state

- **State sets** formulas which determine revenue; most school revenue is based on state specified amounts per pupil
- **State sets** tax policy for local schools
- **State sets** maximum authorized property tax levy (districts can levy less but not more than amount authorized by the state, unless approved by the voters)
- **State authorizes** school board permission to present referendums for operating and capital needs to voters

Tax Levy-Budget Relationship

- Tax levy is based on many state-determined formulas plus voter approved referendums
- Some changes in tax levies are revenue neutral, offset by reductions or increases in state aid
- An increase in school taxes does not correlate to an equal increase in the expenditure budget

Levy/Budget Cycle

For school districts the budget year begins:

July 1st and coincides with the school year. The budget year ends June 30th.

The 2018 tax levy provides revenue for the 2018-2019 school fiscal year. The preliminary budget will be adopted in June 2018.

Budget Information

- Because approval of the budget lags behind certification of the tax levy by six months, only the current 2017-18 school year budget information and prior year 2016-17 actual financial results will be presented at this hearing.

Budget Information

- All school district budgets are divided into separate funds, based on purposes of revenue, as required by law
- For our district there are 7 active funds:

- **General Fund**
- **Food Service Fund**
- **Community Service Fund**
- **Debt Service Fund**
- **Trust and Agency Fund**
- **OPEB Revocable Trust Fund**
- **OPEB Debt Service Fund**

Fund 1 General Fund (Levy and other Revenue)

Accounts for most daily operating costs.

INSTRUCTION / MAINTENANCE

- Classroom Instruction
- Extra-Curricular Activities
- Utilities, supplies, maintenance

TRANSPORTATION OPERATIONS

- Transportation of Students

CAPITAL EXPENDITURES

- Long Term Facility Maintenance (LTFM)
 - Includes Health & Safety, Deferred Maintenance, Accessibility
- Safe Schools
- Buildings
- Equipment Purchases

FUND 2 FOOD SERVICE (No Levy)

- Accounts for School Lunch & Breakfast Programs
- Snack programs, Ala Carte

FUND 4 COMMUNITY SERVICE (Levy and other)

- Accounts for the “Lifelong Learning” Programs.
- Levy is based on :*
 - a) Adult population of the District
(7,006 - 2010 Census)*
 - b) Early childhood levy is based on the number of
children 0-4 years old in the district on 9-1-17 (346)*
- Adult Continuing Education
- Early Childhood Family Education Classes
- School and Community Sponsored Recreation Programs
- Senior Citizen’s Programs

FUND 7 DEBT SERVICE FUND (Levy and other)

- Accounts for Principal and Interest Payments on long term debt (bonds for facilities).

FUND 9 AGENCY FUND (No Levy)

- Funds received, held and expended as directed by outside sources. This fund does not have revenue or expense budgets. Funds are accounted for in general ledger accounts. Usually donated funds.

FUND 25 OPEB Revocable Trust Fund (No Levy)

- Other Post Employment Benefits -Accounts for resources set aside and held in a revocable trust arrangement for post employment benefits for retirees. (Funded with bonds issued in 2009-10).

FUND 47 OPEB Debt Service Fund (Levy)

- Activity to record levy proceeds and the repayment of the OPEB bonds accounted for in this fund.

2016-17 Actual Revenues & Expenditures

FUND	FY 2017 BEGINNING FUND BALANCES	FY 2017 ACTUAL REVENUES AND TRANSFERS IN	FY 2017 ACTUAL EXPENDITURES AND TRANSFERS OUT	JUNE 30, 2017 AUDITED FUND BALANCES
General Fund/Restricted	322,861	1,120,864	1,155,632	288,093
General Fund/Other	2,279,473	8,780,744	8,430,040	2,630,177
Food Service Fund	10,674	430,415	431,636	9,453
Community Service Fund	119,369	508,478	471,099	156,748
Debt Service Fund	61,280	1,273,353	1,224,380	110,253
Trust Fund	0	0	0	0
* OPEB Revocable Trust Fund	696,997	86,986	235,873	548,110
OPEB Debt Service Fund	41,847	189,701	192,070	39,478
TOTAL - ALL FUNDS	3,532,501	12,390,541	12,140,730	3,782,312

2017-18 Projected Revenues & Expenditures

FUND	JUNE 30, 2017 AUDITED FUND BALANCES	FY 2018 BUDGET REVENUES AND TRANSFERS IN	FY 2018 BUDGET EXPENDITURES AND TRANSFERS OUT	JUNE 30, 2018 PROJECTED FUND BALANCES
General Fund/Restricted	288,093	933,204	1,158,962	62,335
General Fund/Other	2,630,177	8,641,046	8,955,475	2,315,748
Food Service Fund	9,453	448,378	448,378	9,453
Community Service Fund	156,748	467,904	431,010	193,642
Debt Service Fund	110,253	1,247,011	1,191,813	165,451
Trust Fund				
* OPEB Revocable Trust Fund	548,110	81,500	225,729	403,881
OPEB Debt Service Fund	39,478	201,774	192,308	48,944
TOTAL - ALL FUNDS	3,782,312	12,020,817	12,603,675	3,199,454

YME 2017-18 Budget by Revenue Source and Expenditure Category

Category	General	Food Service	Community Ed.	Debt Service	OPEB Trust	OPEB Debt Svc.	Totals	Percent
Local Taxes/Levy	\$1,331,408	0	\$163,616	\$878,461	0	\$194,684	\$2,568,169	21.36%
Misc. Local Rev./Transfer In	\$241,100	\$180,178	\$154,600	\$500	81,500	500	\$658,378	5.48%
State	\$7,673,466	\$24,000	\$85,363	32,800	0	6,590	\$7,822,219	65.07%
Federal	\$328,276	\$244,200	\$64,325	\$335,250	0		\$972,051	8.09%
TOTALS	\$9,574,250	\$448,378	\$467,904	\$1,247,011	\$81,500	\$201,774	\$12,020,817	100.00%

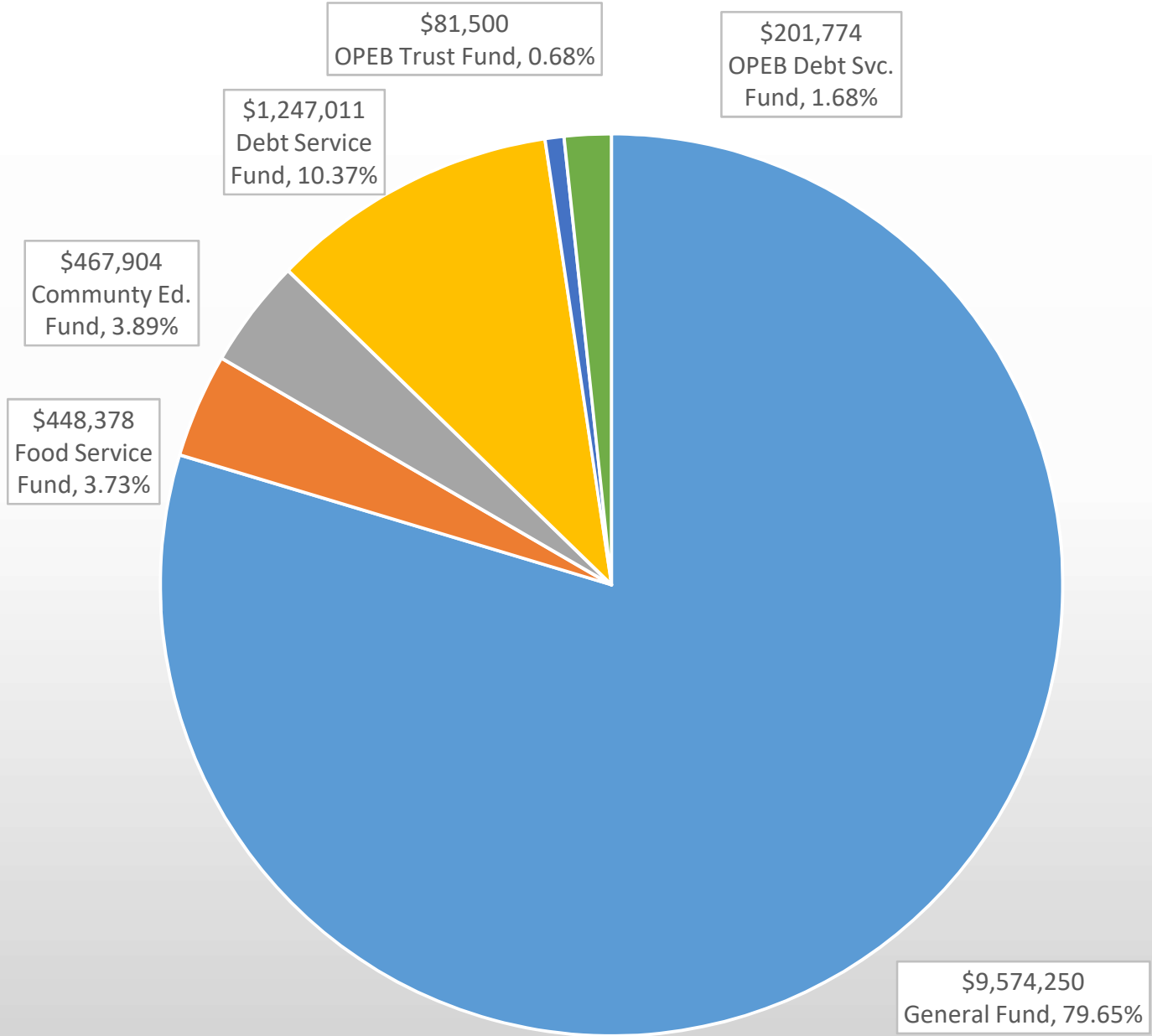
EXPENSES	General	Food Service	Community Ed.	Debt Service	OPEB Trust	OPEB Debt Svc.	Totals	Percent
**Salaries/ Benefits	\$7,372,382	\$200,528	\$254,148	0	\$225,729	0	\$8,052,787	63.89%
Purchased Services	\$1,628,900	\$3,600	\$125,130	0	0	0	\$1,757,630	13.95%
Supplies/Misc./Transfers	\$559,407	\$244,250	\$51,732	0	0	0	\$855,389	6.79%
Capital/Health & Safety/Defrd. Maint.	\$553,748	0	0	0	0	0	\$553,748	4.39%
Long Term Debt		0	0	\$1,191,813	0	\$192,308	\$1,384,121	10.98%
TOTALS	\$10,114,437	\$448,378	\$431,010	\$1,191,813	\$225,729	\$192,308	\$12,603,675	100.00%

BUDGET BALANCE	(\$540,187)	\$0	\$36,894	\$55,198	(\$144,229)	\$9,466	(\$582,858)
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** Includes payment to Minnesota Valley Cooperative Center for Special Education salaries & benefits contract with YME.

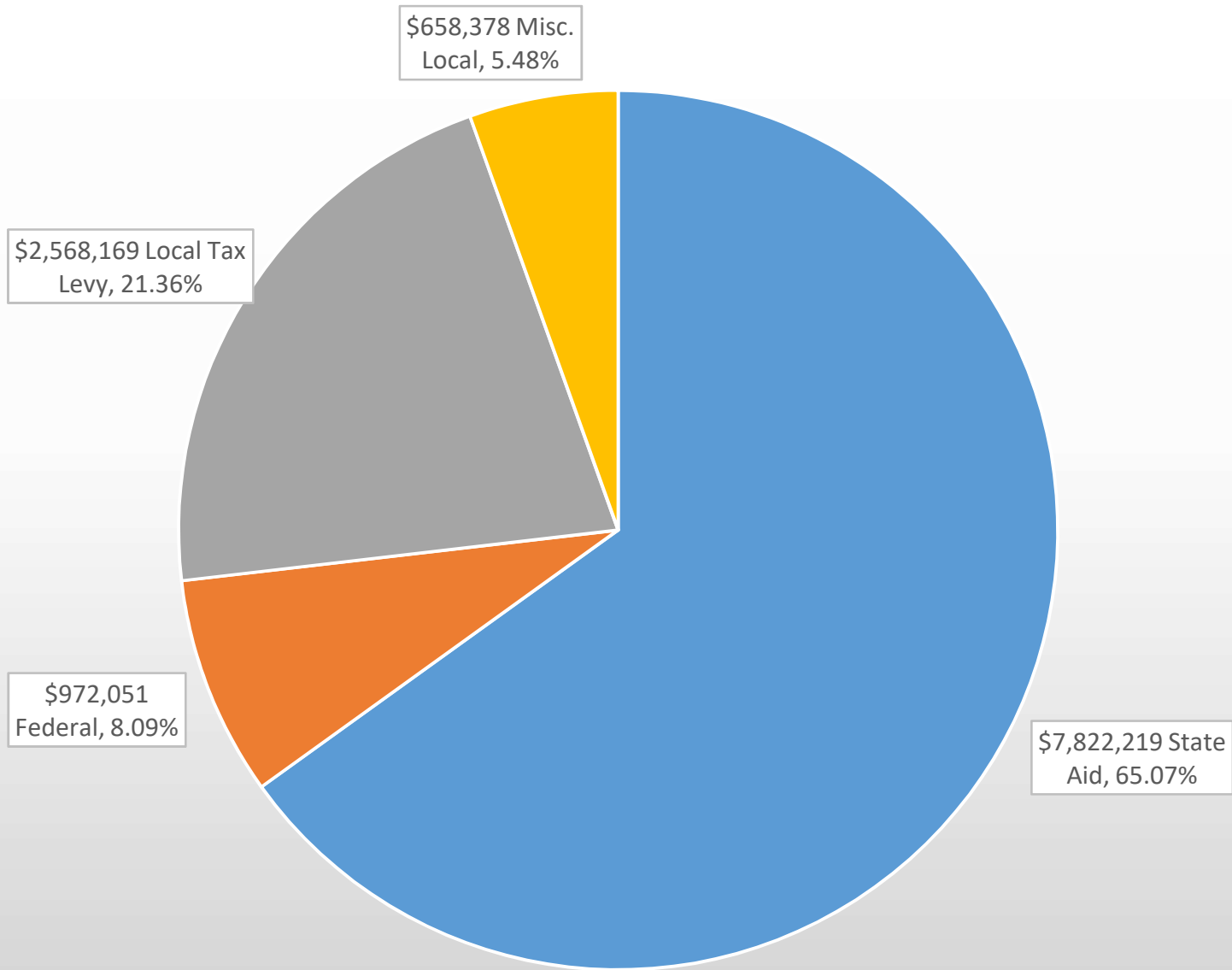
Revenue %	79.65%	3.73%	3.89%	10.37%	0.68%	1.68%	100.00%
Expense %	80.25%	3.56%	3.42%	9.46%	1.79%	1.53%	100.00%

2017-18 Revenue Budget by Fund \$12,020,817

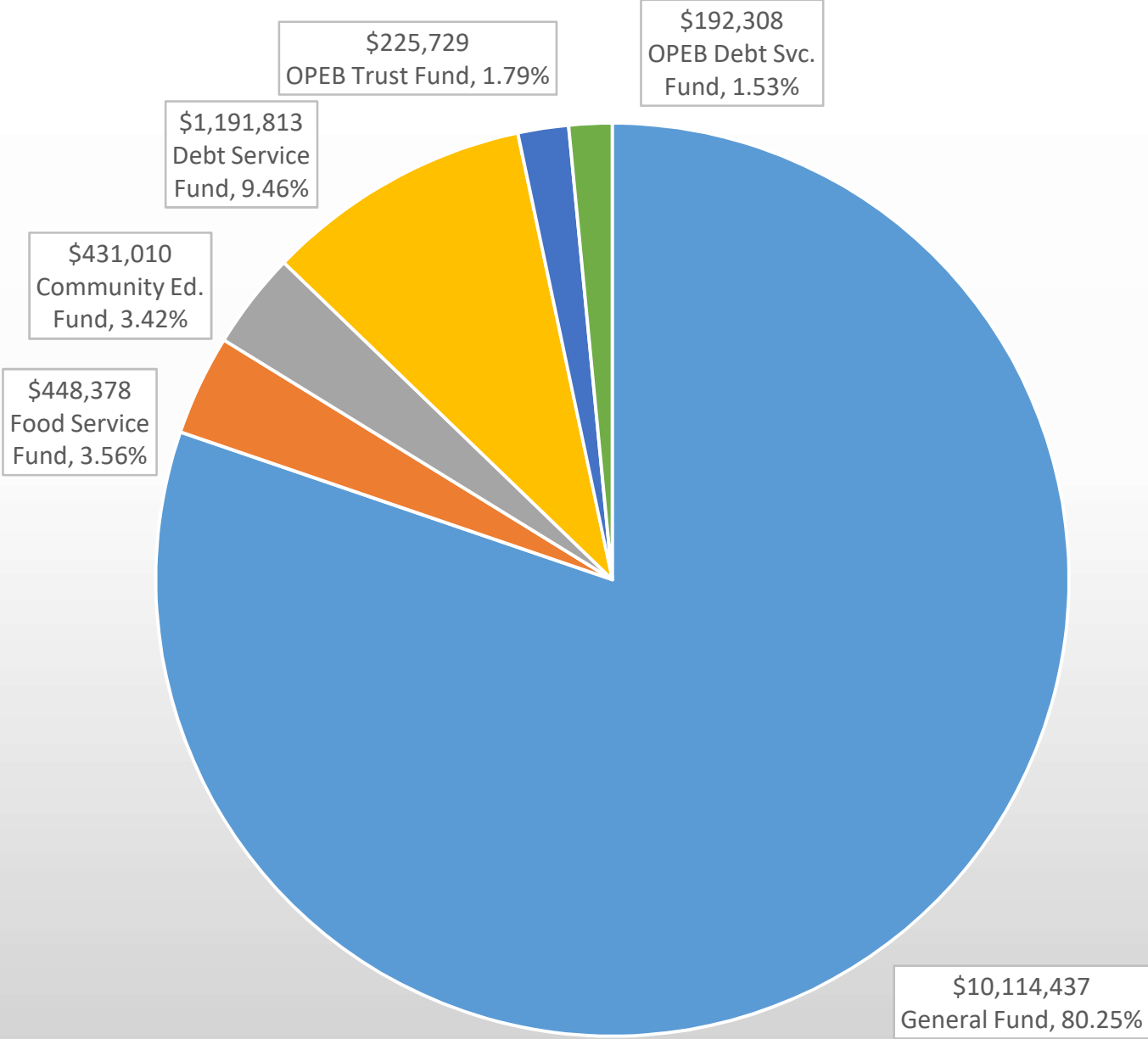


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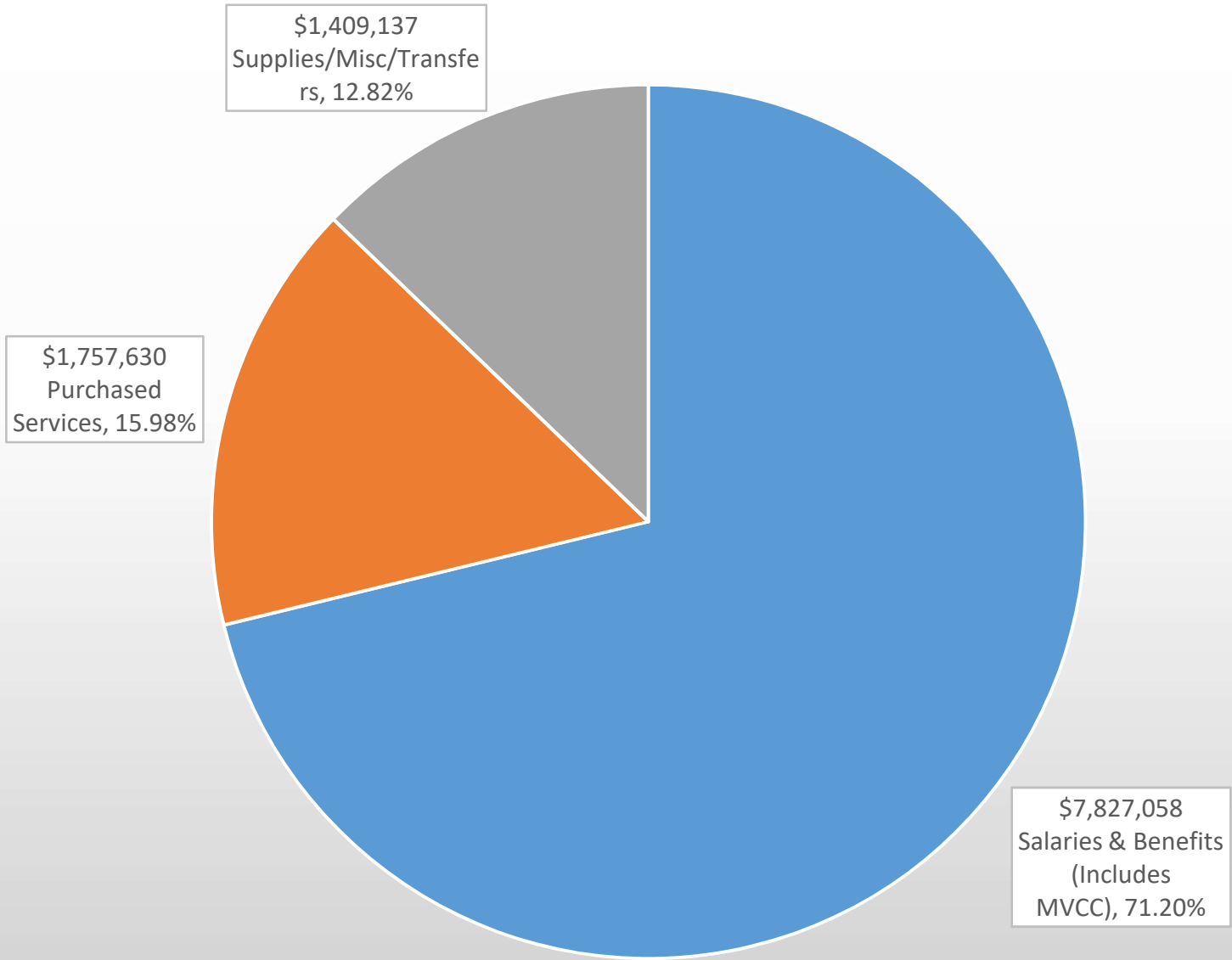
2017-18 Revenue Budget By Funding Source \$12,020,817



2017-18 Expenditure Budget by Fund \$12,603,675



2017-18 Operating Fund Expenses by Category \$10,993,825
General/Food Service/Community Ed.



Property Tax Background

- Every owner of taxable property pays property taxes for the various “taxing jurisdictions” (county, city or township, school district, special districts) in which the property is located.
- Each taxing jurisdiction sets its own tax levy, often based on limits set in state law.
- Each county sends out bills, collects taxes from property owners, and distributes funds back to other taxing jurisdictions.

Proposed Levy Payable in 2018

Schedule of events in approval of District's 2017 (Payable 2018) tax levy:

- September 8: Dept. of Education prepared and distributed first draft of levy limit worksheets setting maximum authorized levy as permitted by law
- September 11: School board approved proposed levy amounts (set maximum allowed)
- Mid-November: Each county mailed "Proposed Property Tax Statements" to all property owners
- December 11: Separate public hearing on proposed levy held by YME School Board as required by law
- Following hearing school board will reconvene board meeting
- and certify final levy amounts

Overview of Proposed Levy Payable in 2018

- The total 2018 proposed property tax levy for all funds will increase from Pay 2017, by .393% or \$10,163.25.
- Law requires that schools explain the reasons for any major changes in the levy.

Levy Comparison Proposed Final 2018 to Final 2017

Levy Description	Pay 18 Proposed	Pay 17 Final	\$ Difference	%
Miscellaneous/Abatement	648.04	(18.27)	666.31	
Integration & Achievement	25,635.49	26,532.64	(897.15)	
Career Technical Levy	60,447.94	52,173.96	8,273.98	
Student Achievement	-	21,760.96	(21,760.96)	
Referendum	739,244.09	733,419.31	5,824.78	
/Local Optional/Equity Revenue (LOR)	253,317.45	257,309.88	(3,992.43)	
Reemployment	(11,937.30)	(14,618.68)	2,681.38	
Q Comp	-	-	-	
Leases (KCC)	17,890.00	16,859.00	1,031.00	
Facilities & Equip Bond Adjust.	(204,606.00)	(199,925.00)	(4,681.00)	
<i>Unreserved Sub-Total</i>	880,639.71	893,493.80	(12,854.09)	-1.439%
Operating Capital	143,026.22	171,926.79	(28,900.57)	
Safe Schools	27,086.40	31,793.40	(4,707.00)	
Long Term Facility Maintenance (new)	291,102.34	234,064.80	57,037.54	
Health & Safety	-	(26,016.12)	26,016.12	
Deferred Maintenance	(2,137.60)	144.64	(2,282.24)	
Total General Fund (01)	1,339,717.07	1,305,407.31	34,309.76	2.628%

Levy Comparison

Proposed Final 2018 to Final 2017 (Cont'd)

Levy Description	Pay 18 Proposed	Pay 17 Final	\$ Difference	%
Other	79.10	354.04	(274.94)	
Early Childhood Family Ed. (Under 5 Pop. 326)	54,347.10	46,177.36	8,169.74	
Pool	59,517.78	64,244.58	(4,726.80)	
Community Education (District Population 7006)	57,939.62	57,939.62	-	
Total Community Education (04)	171,883.60	168,715.60	3,168.00	1.878%
	-		-	
Abatement	498.38	-	498.38	
2014 Alternative Facilities (2010-12 Project)	95,398.23	92,946.00	2,452.23	
2010 Alternative Facilities (2010-12 Project) QZABS	592,446.85	625,748.00	(33,301.15)	
2010 Capital Bonds (2010-12 Energy/Capital) QZABS	204,606.00	199,925.00	4,681.00	
2009 OPEB Bonds	189,971.19	191,616.16	(1,644.97)	
Total Debt Redemption (07,47)	1,082,920.65	1,110,235.16	(27,314.51)	-2.46%
Grand Total Levy	2,594,521.32	2,584,358.07	10,163.25	0.393%

General Fund Levy Changes

- Category: **Voter Approved Referendum \$739,244.09**
- Change: + \$5,824.78
- Reason for increase:
 - Inflationary factor
 - APU (Adjusted Pupil Units)
 - Prior year adjustments based on actual

General Fund Levy Changes

- Category: Local Optional/Equity Revenue (LOR) \$253,317.45
- Change: **\$-3,992.43**
- Reason for decrease:
 - LOR is \$424/APU that was formerly classified as referendum revenue. Total referendum revenue (aid and levy) is reduced by the same amount. Ratio of Referendum Market Value and Resident Pupil Units decreased thereby decreasing the levy and increasing state aid.

General Fund Levy Changes

- **Career Technical (Ag, FACS, Ind. Tech.) \$60,447.94**

State formula equals 35% of Career Technical 2017-18 estimated expenditures. Increased \$8,273.98

- **Unemployment \$-11,937.30**

Levy is based on unemployment estimates for FY19 plus prior year levy adjusted by actual expenditures in previous year. The pay 2018 levy increase is due to lower than anticipated expenditures in 2016-17. Negative levy is less than Pay 2017 negative. Increased \$2,681.38.

General Fund Levy Changes

- **Integration & Achievement** **\$25,635.49**
Levy is 30% of total revenue and state share is 70%. Revenue is based on a FY2017 adjustment for actual expenditures plus anticipated FY2018 expenditures. Revenue based on APU and budget. Decrease of \$897.15.
- **Student Achievement** **0.00**
Legislature repealed this funding. 2016-17 (levy pay 2016) was the last year funded. Decreased \$21,760.96
- **Lease** **\$17,890.00**
KCC - Levy is adjusted to actual cost annually from previous year. Increase of \$1,031.00. (Maximum of \$24,000 levy)

General Fund Levy Changes

- **Facilities & Equipment Bond Adjustment** **\$ -204,606.00**
Reduction to General Fund levy offsets Debt Service levy for 2010 capital facilities bond. Will be levied through taxes payable 2024. Last payment is February 2025. 100 % Levy. Change in levy -\$4,681.00
- **Operating Capital** **\$143,026.22**
For buildings and equipment. Based on building age and APU. 100% Levy. Decrease of \$28,900.57. (State aid is increasing approximately \$23,126.12 for a net variance of \$5,774.45)
- **Safe Schools** **\$27,086.40**
For security of buildings. 100% Levy. Based on \$36 per APU. Decrease of \$4,707.00 (student numbers and prior year adjustments)

General Fund Levy Changes

- Category: Long Term Facilities and Equipment Maintenance (LTFM) \$291,102.34
 - Funding increased from \$292 per APU on Pay 17 levy to \$380 per APU on Pay 18 levy
 - Increased \$57,037.54

General Fund Levy Changes

- **Health & Safety Levy (final year) \$0.00**
 - Replaced by LTFM levy (Pay 16)
 - Levy adjustments for previous year's actual health & safety projects (original levy based on anticipated projects)
 - Total Levy Increased \$26,016.12 because pay 2017 levy was negative \$26,016.12

- **Deferred Maintenance (final year) \$-2,137.60**
 - Replaced by LTFM levy (Pay 16)
 - Current levy based on previous year APU adjustments
 - Levy decreased by \$2,282.24

Community Education Levy Changes

- **Early Childhood Family Education (ECFE)** **\$54,347.10**
For education of the district's pre-school children. September 2017 census 346. Per pupil revenue PPU \$145.18. 100% Levy. Increase of \$8,169.74. Census numbers and revenue per pupil increased.
- **Pool** **\$59,517.78**
Levy based on actual deficit from previous fiscal year (2016-17).
Levied on previous ISD 892 (Clarkfield) property.
Decrease of \$4,726.80.
- **Community Education** **\$57,939.62**
Based on 2010 census of 7006 district residents. No change.

Debt Service Levy Changes

- **OPEB Bonds** **\$189,971.19**

Levy of Other Post Employment Benefits (OPEB) for retirees (including current employee benefits when retired). Based on required actuarial study. Bonds issued in 2009-10. Levy will be payable through taxes payable 2024. Decrease of \$1,644.97.

- **Alternative Facilities Bonds** **\$ 687,845.08**

Bonds issued for the 2010 through 2012 facilities project. \$8,260,000 bond issued in 2010 to be levied through taxes payable 2025 and bond of \$730,000 issued in January of 2014 to be levied through taxes payable 2023. Decrease of \$30,848.92. Offset by fund balance reduction MDE (MN Dept. of Education) calculation of \$12,290.43.

- **Capital Facilities Bond** **\$204,606.00**

\$2,485,000 bond issued in 2010 for facilities project to be levied through taxes payable 2024. Amount is offset by the same amount of decrease to the general fund levy. Increase of \$4,681.00.

Reduction to Maximum Levy Allowed

Alternative Teacher Compensation (Q Comp)

Included in the maximum levy allowed is \$66,972.36 for Q Comp. This is 35% of the total calculated revenue. This will not be included in the final amount thereby reducing the levy against the taxpayers.

The remaining 65% Q Comp revenue is received from the state.

Levy Comparison Summary Proposed Final 2018 to Final 2017

Levy Description	Pay 18 Proposed	Pay 17 Final	\$ Difference	%
Total General Fund	1,339,717.07	1,305,407.31	34,309.76	2.628%
Total Community Education	171,883.60	168,715.60	3,168.00	1.878%
Total Debt Redemption	1,082,920.65	1,110,235.16	(27,314.51)	-2.460%
Grand Total Levy (Increase)	2,594,521.32	2,584,358.07	10,163.25	0.393%
General Fund Percent	51.64%	50.51%	2.628%	
Community Education Percent	6.62%	6.53%	1.878%	
Debt Redemption Percent	41.74%	42.96%	-2.460%	
Total Percent Change	100.00%	100.00%	0.393%	

Q Comp Levy (Will not be levied
on final levy in December)

66,972.36

69,957.16

None levied

Subtotals by Category

• Voter Approved	\$739,244.09
• Referendum	
• (Doesn't include Local Optional Revenue)	
• Other	\$1,855,277.23
• Set by state	
• Allowed by law	
Total (Without Q Comp)	\$2,594,521.32

Factors Causing Changes From Pay 2017 to Pay 2018 Levy

- **Many factors can cause the tax bill for an individual property to increase or decrease from year to year:**
 - Changes in value of the individual property
 - Changes in the total value of all property in the district
 - Increases or decreases in levy amounts caused by changes in state funding formulas, local needs and costs, voter-approved referendums, student numbers, and other factors

Whereas, Pursuant to Minnesota Statutes the School Board of Independent School District No. 2190 is authorized to make the following proposed tax levies for general purposes:

General Fund	\$1,339,717.07
Community Service	\$ 171,883.60
<u>Debt Service/OPEB Debt. Svc.</u>	<u>\$1,082,920.65</u>
Total Proposed Tax levy	\$2,594,521.32

Now Therefore, Be it resolved by the School Board of Independent School District No. 2190 that the levy to be levied in 2017 to be collected in 2018 is set at \$2,594,521.32. The clerk of ISD 2190 School Board is authorized to certify the proposed levy to the County Auditor of Yellow Medicine County.

QUESTIONS?

