

# Yellow Medicine East ISD 2190 School Board Meeting Agenda



Monday, April 8, 2019 at 6:00 PM  
Regular Meeting  
YME Board Room - # 113

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

---

1. Call the Meeting to Order
2. Pledge of Allegiance
3. Roll Call of Board Members
4. Approval of Agenda
5. Reading of the YME Mission Statement
6. Public Address to the Board of Education
7. Consent Agenda
  1. Regular Business
    1. Approval of Special Meeting Minutes - March 25, 2019 3
    2. Approval of Payment for Claims 5
    3. Approval of Finance Report 22
    4. Approval of Enrollment Report 23
8. Reports
  1. Special Reports
    1. Robotics Demonstration - Andy Holt & Team
    2. Preschool Overview - Lisa Hansen
  2. District Report - Rich Schneider - Superintendent
  3. Bert Raney Elementary Report - Lisa Hansen, Principal
  4. YME MS/HS Report - Ryan Luft, Principal 25
  5. Written Reports Submitted 77
    1. Finance Committee Minutes - April 2, 2019 78

2. Buildings & Grounds Minutes - April 3, 2019	81
9. Old Business	
1. Class of 2019 Request to be Exempt from Attendance	82
10. New Business	
1. Termination - ELL Instructor - Due to Tier 1 License Requirements - Cindy Lavin	83
2. Personnel Items	84
1. Leave Requests & Resignations	
1. Resignation - ECFE Instructor - Tara Tongen	85
2. New Hires	
1. Employment - Logan DeBlieck - 0.5 FTE Spanish & 0.5 FTE Instructor - To Be Assigned	
3. Salary Adjustment - Mr Schneider, Superintendent	86
4. Recognize Lisa Hansen as Preschool Program Coordinator	
5. Grievance Appeal	87
6. Request for Hearing - Darlys Listul	88
7. Request for Hearing - Emily Enger	89
3. Approve LTFM Budget	90
4. Approve Capital Outlay Budget	
5. Barcelona to Paris - Art Trip Request - June 2020	93
11. Discussion Items	
1. School Nurse Position	114
12. Correspondence	
13. Upcoming Events	
1. Early Dismissal - Staff Development - April 17, 2019 - 2:30 pm	
2. No School - April 19, 2019	
3. Early Dismissal - Staff Development - May 1, 2019 - 2:30 pm	
4. School Board Meeting - May 13, 2019 - Board Room - 6:00 pm	
5. Finance Committee Meeting - May 14, 2019 - Board Room - 5:30 pm	
14. Adjournment	

**YELLOW MEDICINE EAST ISD #2190  
SPECIAL BOARD MEETING MINUTES  
MONDAY, MARCH 25, 2019 – 6:00 PM  
YME BOARD ROOM**

Sharon Rupp called the meeting to order.

The Pledge of Allegiance was recited.

Roll Call of Board Members Present: Susan Bones, Jeremy Corner, Jeremy LeBlanc, Amanda Lecy, Sonja Pederson, Sharon Rupp, Ron Winter

Members Absent: None

Staff/Public Present: Heidi Bakkelund, Jordan Bakkelund, Taylor Bakkelund, Kristina Blackwelder, LeeAnn Boushek, Cheryl Christensen, MaryElla Clouse, Ashly Cole, Emily Enger, June French, Lisa Hansen, Jeff Iverson, Beth Jahn, Mary Jensen, Tricia Jessen, Nicolle Kotek, Sarah LeBlanc, Theresa Lightfoot, Darlys Listul, Jenna Luepke, Ryan Luft, Louann Paslawski, Darrel Refsland, Leslie Refsland, Jiana Robertsdahl, Josh Robertsdahl, Melissa Schulte, Cassie Suter, Melissa Syring, Jen Thull, Michelle Vavricka, Emma Woods

Motion by Sonja Pederson, second by Susan Bones, and carried, to approve the agenda for the meeting.

Susan Bones read the YME Mission Statement.

Darlys Listul spoke regarding the proposed technology reduction.

Emma Woods spoke in support of music in schools.

Jeff Iverson gave alternatives for the costs of the musical and welcomed questions from the board.

Motion by Jeremy LeBlanc, second by Ron Winter, and carried, to approve the minutes from the March 11, 2019 meeting.

Motion by Susan Bones, second by Sonja Peterson, and carried unanimously by roll call vote, to adopt a resolution discontinuing and reducing educational programs and positions: Business Education & Technology Education.

Motion by Jeremy Corner, second by Susan Bones, and carried unanimously by roll call vote, to adopt a resolution to terminate and nonrenew the teaching contract of Ashly Cole, a probationary teacher, at the end of the current school year.

Motion by Jeremy LeBlanc, second by Sonja Pederson, and carried, with Jeremy Corner opposed, to adopt a resolution to terminate and nonrenew the teaching contract of Austin Rambow, a probationary teacher, at the end of the current school year.

Motion by Jeremy Corner, second by Ron Winter, and carried unanimously by roll call vote, to adopt a resolution proposing the placement of Darlys Listul on Unrequested Leave of Absence at the end of the current school year.

Motion by Susan Bones, second by Jeremy LeBlanc, and carried, with Sharon Rupp opposed, to adopt a resolution proposing the placement of Emily Enger on Unrequested Leave of Absence at the end of the current school year.

Motion by Jeremy LeBlanc, second by Sonja Pederson, and carried, to discontinue the Intramurals Director position.

Motion by Jeremy Corner, second by Amanda Lecy, and carried, to discontinue the High School Knowledge Bowl program.

Motion by Sonja Pederson, second by Susan Bones, and carried, to discontinue the Junior High Knowledge Bowl program.

Motion by Jeremy Corner, second by Susan Bones, to discontinue the Musical 2nd Assistant position. All members voted against the motion. Motion failed.

Motion by Jeremy LeBlanc, second by Amanda Lecy, and carried, with Jeremy Corner opposed, to discontinue a Junior High Football Coach position.

Motion by Susan Bones, second by Sonja Pederson, and carried, with Jeremy Corner opposed, to discontinue a Junior High Wrestling Coach position.

The discontinuance of the Junior High or C-team Volleyball Coach position was tabled until the April meeting.

Motion by Jeremy Corner, second by Susan Bones, and carried, with Jeremy LeBlanc opposed, to discontinue the funding of the Science Club Advisor position and offset the cost of this position by fundraising.

Motion by Sonja Pederson, second by Amanda Lecy, and carried, with Jeremy LeBlanc and Susan Bones opposed, to discontinue funding of the Drama Club Advisor position and offset the cost of this position by fundraising.

Motion by Sonja Pederson, second by Ron Winter, and carried, to recognize volunteer softball coach Hailey Cobb.

Motion by Susan Bones, second by Jeremy Corner, and carried, to accept resignation of Kim Hoefler, Minnesota Honor Society Advisor.

Motion by Susan Bones, second by Jeremy Corner, and carried, to add a 0.5 FTE Spanish position and 0.5 FTE Special Education position.

Upcoming Events:

End of Third Quarter - March 29, 2019

Finance Committee Meeting - April 2, 2019 - 5:00 pm - YME Board Room

Early Dismissal - Staff Development - April 3, 2019

School Board Meeting - April 8, 2019 - 6:00 pm - YME Board Room

The meeting was adjourned by Sharon Rupp.

CHECK NUMBER	CHECK VENDOR	CHECK DATE	AMOUNT
21929	AMERICAN FAMILY LIFE ASSURANCE	03/22/2019	485.77
21930	AMERITAS LIFE INSURANCE CORP.	03/22/2019	538.44
21931	DEBLIECK, WAYNE	03/22/2019	3,640.32
21932	DELTA DENTAL	03/22/2019	6,234.55
21933	GRANITE FALLS HEALTH	03/22/2019	3,330.00
21934	HIRE IMAGE LLC	03/22/2019	39.00
21935	LEISETH, BECKY	03/22/2019	124.70
21937	MADISON NATIONAL LIFE	03/22/2019	1,935.69
21938	MSEA	03/22/2019	1,026.37
21939	154200 NCPERS GROUP LIFE INS	03/22/2019	64.00
21940	SCHULTE, TREVOR	03/22/2019	400.00
21941	SELECT ACCOUNT	03/22/2019	4,559.86
21942	EDUCATION MINNESOTA YME	03/22/2019	3,078.20
21943	ABERDEEN AWARDS	04/08/2019	120.00
21944	ACME TOOLS	04/08/2019	325.14
21945	ADVOCATE TRIBUNE	04/08/2019	714.95
21947	ALMICH'S MARKET	04/08/2019	2,025.37
21948	AMAZON CAPITAL SERVICES	04/08/2019	533.22
21949	AMERICAN WELDING AND GAS, INC.	04/08/2019	151.28
21950	AP DESIGN	04/08/2019	106.25
21951	BACKES TECHNOLOGY SERVICES	04/08/2019	363.38
21955	BENNETT & BENNETT INC.	04/08/2019	81,412.35
21956	BENSON LAUNDRY	04/08/2019	43.96
21957	BILL'S ELECTRIC	04/08/2019	100.00
21958	BORCH'S INC.	04/08/2019	576.25
21959	BOTTGE, MARJ	04/08/2019	28.81
21960	BOUNCE AROUND INFLATABLES LLC	04/08/2019	1,500.00
21961	BULLET PROOF MECHANICAL SERVICE INC.	04/08/2019	11,664.62
21962	CANON FINANCIAL SERVICES	04/08/2019	682.46
21963	CARLSON AND STEWART REFRIG.	04/08/2019	1,204.68
21964	CENEX CREDIT CARD	04/08/2019	600.67
21965	CENTRAL MN CHRISTIAN SCHOOL	04/08/2019	285.93
21966	CHARTWELLS	04/08/2019	678.95
21967	CIMA COMPANIES, INC.	04/08/2019	339.75
21969	CITIZENS ALLIANCE BANK	04/08/2019	2,287.50
21970	CITIZENS ALLIANCE BANK	04/08/2019	40.43
21972	CITY OF GRANITE FALLS	04/08/2019	12,454.09
21973	CITY OF GRANITE FALLS	04/08/2019	4,003.81
21974	CLARKFIELD HARDWARE	04/08/2019	200.00
21975	COMPAS	04/08/2019	2,731.00
21976	COOLE SCHOOL	04/08/2019	582.98
21977	DAVE'S ELECTRIC CO	04/08/2019	40.25
21978	DEAN FOODS NORTH CENTRAL, INC.	04/08/2019	2,756.96
21979	DEMCO, INC.	04/08/2019	132.08
21980	EMC INSURANCE COMPANIES	04/08/2019	9,007.35
21981	FIRST CHOICE FOOD & BEVERAGE SOLUTIONS	04/08/2019	475.25
21982	GACHELL, MELANIE	04/08/2019	12.03
21983	GRANITE FALLS BOWL	04/08/2019	84.00
21984	GRANITE FALLS AUTO PARTS	04/08/2019	354.95
21985	GRANITE FALLS SUPER MOTEL	04/08/2019	834.76
21987	GRANITE HARDWARE	04/08/2019	1,103.84
21988	GREAT PLAINS NATURAL GAS CO	04/08/2019	10,100.70
21989	HANSEN, LISA	04/08/2019	30.00
21990	HDL	04/08/2019	192.61
21991	HENDERSON, ROBIN	04/08/2019	13.24
21992	HILLYARD/HUTCHINSON	04/08/2019	1,601.88

CHECK		CHECK	
NUMBER	VENDOR	DATE	AMOUNT
21993	HINZ, STACY	04/08/2019	42.00
21994	HOLT, ANDREW	04/08/2019	18.56
21996	INNOVATIVE OFFICE SOLUTIONS LLC	04/08/2019	1,665.97
21997	IRLEN INSTITUTE	04/08/2019	386.85
21998	ISCORP	04/08/2019	195.50
21999	KILOWATT COMMUNITY CENTER	04/08/2019	365.00
22000	KLASSEN, KRISTI	04/08/2019	51.00
22001	KLUVER, SADIE	04/08/2019	38.73
22002	KNAPPER, TIMOTHY	04/08/2019	220.62
22003	DAVID LEE	04/08/2019	130.00
22004	LIFELINE INC.	04/08/2019	396.42
22005	LIVING AT HOME BLOCK NURSE PROGRAM	04/08/2019	375.00
22007	LOFFLER	04/08/2019	1,562.50
22008	LORENZ CORPORATION	04/08/2019	39.95
22009	LOUWAGIE, KEISHA	04/08/2019	220.00
22010	LUFT, RYAN	04/08/2019	153.54
22011	MACKIN ED RESOURCES	04/08/2019	607.58
22012	MCCROSSAN BOYS RANCH	04/08/2019	1,361.35
22013	MINNEOTA SCHOOL DISTRICT	04/08/2019	1,300.00
22014	MINNESOTA ELEVATOR TOTAL ELEVATOR SOLUTIONS	04/08/2019	374.53
22015	MINNESOTA SCHOOL BOARD ASSOC.	04/08/2019	190.00
22016	MINNESOTA WEST-CANBY	04/08/2019	4,766.06
22017	MUSIC STREET	04/08/2019	213.28
22018	MVCC	04/08/2019	152,241.92
22019	OLSON SANITATION INC.	04/08/2019	877.50
22020	PAAPE ENERGY INC.	04/08/2019	285.00
22021	PAN-O-GOLD BAKING CO.	04/08/2019	463.60
22022	J.W. PEPPER & SON INC.	04/08/2019	458.93
22023	NAOMI PETERSON	04/08/2019	240.00
22024	PINE TECH COLLEGE	04/08/2019	1,197.00
22025	PITNEY BOWES	04/08/2019	695.85
22026	PRAIRIE'S EDGE CASINO RESORT	04/08/2019	248.34
22027	RAYMOND GEDDES & COMPANY, INC.	04/08/2019	121.50
22028	REINHART INST FOODS	04/08/2019	16,748.30
22029	RIDDELL/ALL AMERICAN SPORTS CORP.	04/08/2019	2,183.04
22030	RIVARD'S TURF & FORAGE	04/08/2019	2,100.34
22031	ROCKLER	04/08/2019	118.14
22032	RTS	04/08/2019	133.75
22033	RUPP,ANDERSON, SQUIRES & WALDSPURGER, P.A.	04/08/2019	377.71
22034	SAWMILL	04/08/2019	431.82
22035	SCHWICKERT'S	04/08/2019	2,239.00
22036	SNELLER, JEN	04/08/2019	16.15
22037	SPECIAL SYSTEMS INC.	04/08/2019	1,350.00
22038	ST. JOHN'S LUTHERAN SCH.	04/08/2019	990.00
22039	STARK, JILL	04/08/2019	220.00
22040	STERNER, JOHN	04/08/2019	216.00
22041	SUBWAY	04/08/2019	2,019.09
22042	SUPREME SCHOOL SUPPLY	04/08/2019	25.15
22043	SW/WC SERVICE COOP - MARSHALL	04/08/2019	7,346.80
22044	VCI ENVIRONMENTAL, INC.	04/08/2019	15,750.00
22045	WALSH, THOMAS	04/08/2019	48.05
22046	WEST CENTRAL TROPHIES	04/08/2019	190.30
22047	XCEL ENERGY	04/08/2019	20.77
22048	YELLOW MEDICINE COUNTY	04/08/2019	1,013.47
22049	YME COMMUNITY EDUCATION	04/08/2019	40.00
22050	YME SCHOOL ACTIVITY ACCOUNT	04/08/2019	13,838.00

CHECK		CHECK	
NUMBER	VENDOR	DATE	AMOUNT
22052	YME SCHOOLS-ADM	04/08/2019	4,021.86
22053	YME BOARD ACCOUNT	04/08/2019	1,077.00
22055	YME-FOOD SERVICE	04/08/2019	2,542.16
201800169	FEDERAL TAX WITHHOLDING	03/22/2019	87,411.99
201800170	MN TEACHERS RETIREMENT ASSOC.	03/22/2019	39,338.34
201800171	PUBLIC EMPLOYEES RETIREMENT	03/22/2019	19,918.21
201800172	STATE TAX WITHHOLDING	03/22/2019	14,370.30
201800173	SW/WC SVC. COOP - HEALTH INS.	03/22/2019	43,004.20
201800174	VOYA INSTITUTIONAL TRUST	03/22/2019	15,095.29
201800175	SW/WC SVC. COOP - HEALTH INS.	03/21/2019	1,074.50
201800176	SW/WC SVC. COOP - HEALTH INS.	03/21/2019	5,438.00
201800177	SW/WC SVC. COOP - HEALTH INS.	03/21/2019	16,608.70
201800178	SW/WC SVC. COOP - HEALTH INS.	03/21/2019	476.00
201800179	SW/WC SVC. COOP - HEALTH INS.	03/22/2019	-36.42
		Totals for BNK02	667,214.72
		Totals for checks	667,214.72

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND	258,315.05	-2.60	359,024.94	617,337.39
02	FOOD SERVICE	8,374.08	0.00	20,349.91	28,723.99
04	COMMUNITY SERVICE	9,658.25	300.00	3,135.78	13,094.03
09	TRUST FUND	66.00	0.00	0.00	66.00
25	REVOCABLE TRUST (FY10)	0.00	0.00	7,993.31	7,993.31
***	Fund Summary Totals ***	276,413.38	297.40	390,503.94	667,214.72

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
21943	ABERDEEN AWARDS	04/08/2019	3-22-19	bar pins	0	120.00	120.00
01 E 300 298 000 000 899				EXTRACURRICULAR ACTIVITIES/000/MISCELLANEOUS EXPENSE/00		120.00	
21944	ACME TOOLS	04/08/2019	1		0	260.11	325.14
01 E 300 361 000 830 433				VOCATIONAL WEIDAUER/VOCATIONAL PROGRAMS/INDIVIDUAL INST		260.11	
			2		0	65.03	
01 E 350 255 000 000 430				INDUSTRIAL EDUCATION/000/SUPPLIES/000		65.03	
21945	ADVOCATE TRIBUNE	04/08/2019	104035		0	81.95	714.95
01 E 005 010 000 000 380				BOARD OF EDUCATION/000/PRINTING/ADVERTISING/000		81.95	
			467066	script for supt. office	0	58.00	
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE/000/GENERAL SUPPLIES/000		58.00	
				HEALTH FAIR HEALTH FAIR	0	575.00	
04 E 500 505 000 321 380				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PRINTIN		575.00	
21946	Vendor Continued Void	04/08/2019					0.00
21947	ALMICH'S MARKET	04/08/2019	1		0	208.71	2,025.37
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/000		208.71	
			10		0	18.94	
04 E 500 582 000 344 490				LEARNING READINESS/LEARNING READINESS/FOOD/000		18.94	
			2		0	74.75	
02 E 005 770 104 707 490				FOOD SERVICES/ALA CARTE/OTHER/FOOD/FOOD ORDERED ONLY/CA		74.75	
			22	misc.	0	91.28	
01 E 350 260 000 000 430				NATURAL SCIENCES/000/SUPPLIES/000		91.28	
			222		0	51.51	
01 E 100 203 362 000 899				ELEMENTARY GENERAL ED./000/MISCELLANEOUS EXPENSE/HEALTH		51.51	
			3		0	286.71	
04 E 500 582 000 344 490				LEARNING READINESS/LEARNING READINESS/FOOD/000		286.71	
			666		0	1,293.47	
01 E 300 331 000 830 490				FAMILY LIFE SCIENCE (VOC)/VOCATIONAL PROGRAMS/FOOD/000		1,293.47	
21948	AMAZON CAPITAL SERVICES	04/08/2019	17X5RPPH L31F		0	53.94	533.22
01 E 100 203 400 000 430				ELEMENTARY GENERAL ED./000/SUPPLIES/GRADES 1-5		53.94	
			2		0	423.30	
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE/000/GENERAL SUPPLIES/000		12.20	
01 E 100 216 000 401 401				TITLE I - PART A/TITLE I/GENERAL SUPPLIES/000		149.34	
01 E 300 258 233 000 430				MUSIC/000/SUPPLIES/INSTRUMENTAL MUSIC		11.50	
01 E 300 296 210 000 401				GIRLS ATHLETICS/000/GENERAL SUPPLIES/SOFTBALL		27.98	
01 E 350 258 233 000 430				MUSIC/000/SUPPLIES/INSTRUMENTAL MUSIC		11.49	
01 E 100 203 400 000 430				ELEMENTARY GENERAL ED./000/SUPPLIES/GRADES 1-5		210.79	
			4	MS/HS PERKINS	0	55.98	
01 E 300 331 000 830 433				FAMILY LIFE SCIENCE (VOC)/VOCATIONAL PROGRAMS/INDIVIDUA		55.98	
21949	AMERICAN WELDING AND GAS, INC.	04/08/2019	06189804		0	34.77	151.28
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		34.77	
			06208086		0	66.30	
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		66.30	
			1	AMERICAN WELDING	0	50.21	
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		50.21	
21950	AP DESIGN	04/08/2019	703006	plaque gbb	0	106.25	106.25
01 E 300 296 213 000 401				GIRLS ATHLETICS/000/GENERAL SUPPLIES/BASKETBALL		106.25	
21951	BACKES TECHNOLOGY SERVICES	04/08/2019	17505	EAST WING DOOR STRIKE (FOR FOBS)	0	363.38	363.38
01 E 005 850 000 342 350				FACILITIES/SAFE SCHOOLS/REPAIRS AND MAINTENANCE SVCS/00		363.38	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
21952	Vendor Continued Void	04/08/2019					0.00
21953	Vendor Continued Void	04/08/2019					0.00
21954	Vendor Continued Void	04/08/2019					0.00
21955	BENNETT & BENNETT INC.	04/08/2019	1	REGULAR ROUTES	0	57,198.68	81,412.35
01 E 005 760 000 720 360				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		57,198.68	
			10	BELVIEW RUN	0	2,800.00	
01 E 005 760 000 723 360				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		2,800.00	
			100	8TH GRADE	0	96.16	
01 E 005 760 000 714 360				PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION		96.16	
			11	GRANITE RUN -PS	0	2,800.00	
01 E 005 760 000 723 360				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		2,800.00	
			12	BAND RENT	0	30.00	
01 E 300 258 233 000 370				MUSIC/000/RENTALS AND LEASES/INSTRUMENTAL MUSIC		30.00	
			13	SACRED SHUTTLE	0	2,800.00	
01 E 005 760 000 723 360				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		2,800.00	
			14	BELVIEW RUN #2	0	1,960.00	
01 E 005 760 000 723 360				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		1,960.00	
			15449	ONE ACT	0	262.00	
01 E 300 298 237 733 360				EXTRACURRICULAR ACTIVITIES/TRANSPORTATION/NON-AUTHORIZE		262.00	
			15453	WRESTLING	0	828.63	
01 E 300 294 221 733 360				BOYS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/TRANSPORTA		828.63	
			15465	GBB	0	153.32	
01 E 300 296 213 733 360				GIRLS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/TRANSPORT		153.32	
			15466	PEP BAND	0	153.44	
01 E 300 298 233 733 360				EXTRACURRICULAR ACTIVITIES/TRANSPORTATION/NON-AUTHORIZE		153.44	
			15468	BBB	0	256.45	
01 E 300 294 213 733 360				BOYS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/TRANSPORTA		256.45	
			15469	GRANITE RIDGE	0	28.09	
01 E 100 203 000 733 360				ELEMENTARY GENERAL ED./TRANSPORTATION/NON-AUTHORIZED/TR		28.09	
			15470	4TH GRADE FT/SMSU	0	105.46	
01 E 100 203 000 733 360				ELEMENTARY GENERAL ED./TRANSPORTATION/NON-AUTHORIZED/TR		105.46	
			15471	FFA COMPETITION	0	206.30	
01 E 300 298 501 733 360				EXTRACURRICULAR ACTIVITIES/TRANSPORTATION/NON-AUTHORIZE		206.30	
			15472	HEADSTART KCC	0	31.50	
01 E 100 203 000 000 360				ELEMENTARY GENERAL ED./000/TRANSPORTATION CONTRACTS/000		31.50	
			15475	BAND	0	275.04	
01 E 300 258 233 733 360				MUSIC/TRANSPORTATION/NON-AUTHORIZED/TRANSPORTATION CONT		275.04	
			15477	CAREER CLASS	0	57.44	
01 E 300 331 000 830 360				FAMILY LIFE SCIENCE (VOC)/VOCATIONAL PROGRAMS/TRANSPORT		57.44	
			15479	11TH GRADE SMSU	0	177.94	
01 E 005 760 000 714 360				PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION		177.94	
			22	FUEL	0	2,294.13	
01 E 005 760 000 720 360				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		2,294.13	
			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	2,415.00	
01 E 005 760 000 713 360				PUPIL TRANSPORTATION/OPEN ENROLLMENT/TRANSPORTATION CON		2,415.00	
			5	SPECIAL NEEDS	0	4,867.98	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 005 760 000 723 360				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		4,867.98	
			6	GF MIDDAY PS/RSL	0	225.99	
01 E 005 760 000 723 360				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		225.99	
21956 BENSON LAUNDRY		04/08/2019	14		0	43.96	43.96
02 E 005 770 000 701 382				FOOD SERVICES/SCHOOL LUNCH/LAUNDRY AND DRY CLEANING/000		43.96	
21957 BILL'S ELECTRIC		04/08/2019	1	BLEATHERS WORK	0	100.00	100.00
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE/000/REPAIRS AND MAINTENANCE		100.00	
21958 BORCH'S INC.		04/08/2019	AAD008532	CLASS OF 2032	0	236.25	576.25
				T-SHIRTS			
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		236.25	
			AAU003530	baseball	0	340.00	
01 E 300 294 215 000 401				BOYS ATHLETICS/000/GENERAL SUPPLIES/BASEBALL		340.00	
21959 MARJ BOTTGE		04/08/2019	SR	SR CENTER	0	28.81	28.81
04 E 500 590 000 321 401				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU		28.81	
21960 BOUNCE AROUND INFLATABLES LLC		04/08/2019	13747		0	1,500.00	1,500.00
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		1,500.00	
21961 BULLET PROOF MECHANICAL SERVIC		04/08/2019	4567	BOILER REPAIR	0	2,024.62	11,664.62
				(INSURANCE)			
01 E 005 850 192 302 520				FACILITIES/CAPITAL OUTLAY/BUILDING CONSTRUCTION/REPAIR/		2,024.62	
			4799	BOILER REPAIR	0	9,640.00	
01 E 005 850 192 302 520				FACILITIES/CAPITAL OUTLAY/BUILDING CONSTRUCTION/REPAIR/		9,640.00	
21962 CANON FINANCIAL SERVICES		04/08/2019	1	COPIER LEASE	0	68.25	682.46
01 E 005 020 290 302 580				SUPERINTENDENT'S OFFICE/CAPITAL OUTLAY/CAPITAL LEASE PR		68.25	
			2		0	307.11	
01 E 100 203 290 302 580				ELEMENTARY GENERAL ED./CAPITAL OUTLAY/CAPITAL LEASE PRI		307.11	
			3	COPIER LEASE	0	175.48	
01 E 300 211 290 302 580				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/CAPITAL LEAS		175.48	
			4	COPIER LEASE	0	131.62	
01 E 350 211 290 302 580				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/CAPITAL LEAS		131.62	
21963 CARLSON AND STEWART REFRIG.		04/08/2019	16387	WALK IN COOLER	0	1,204.68	1,204.68
				REPAIR			
01 E 005 865 000 369 350				LONG TERM FACILITY MAINT./BUILDING HARDWARE & EQUIP LTF		1,204.68	
21964 CENEX CREDIT CARD		04/08/2019	1		0	600.67	600.67
01 E 005 810 191 000 442				OPERATIONS AND MAINTENANCE/000/GAS & OIL/OUTSIDE MAINTNE		177.48	
01 E 005 810 193 000 442				OPERATIONS AND MAINTENANCE/000/GAS & OIL/CAR EXPENSES		423.19	
21965 CENTRAL MN CHRISTIAN SCHOOL		04/08/2019	1	FY19	0	285.93	285.93
				TRANSPORTATION			
01 E 005 760 723 720 360				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSPO		285.93	
21966 CHARTWELLS		04/08/2019	3254401800	YMIC INTEGRATION	0	403.32	678.95
				4TH GR LUNCH			
				3/4/19			
01 E 005 790 000 313 430				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		403.32	
			3254401835	COLLEGE EXP. DAY	0	275.63	
				JRS. 3-21-19			
01 E 005 790 000 313 430				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		275.63	
21967 CIMA COMPANIES, INC.		04/08/2019	19-20	VOLUNTEER	0	339.75	339.75
				INSURANCE			
04 E 500 590 156 321 401				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU		339.75	
21968 Vendor Continued Void		04/08/2019					0.00
21969 CITIZENS ALLIANCE BANK		04/08/2019	1	AMAZON - BINDERS	0	117.18	2,287.50

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 100 216 000 401 433				TITLE I - PART A/TITLE I/INDIVIDUAL INST SUPPLIES/000		117.18	
			11	amazon	0	13.78	
01 E 100 203 400 000 430				ELEMENTARY GENERAL ED./000/SUPPLIES/GRADES 1-5		13.78	
			13	HOSE CLAMPS	0	14.89	
01 E 350 258 233 000 350				MUSIC/000/REPAIRS AND MAINTENANCE SVCS/INSTRUMENTAL MUS		14.89	
			14	AMAZON - FACS-PERKINS	0	507.74	
01 E 300 331 000 830 433				FAMILY LIFE SCIENCE (VOC)/VOCATIONAL PROGRAMS/INDIVIDUA		507.74	
			15	WEST MUSIC	0	159.61	
01 E 100 203 407 000 430				ELEMENTARY GENERAL ED./000/SUPPLIES/ELEM MUSIC		159.61	
			17	RAYMOND GEDDES	0	53.52	
01 E 100 216 614 401 430				TITLE I - PART A/TITLE I/SUPPLIES/PARENT INVOLVEMENT		53.52	
			19	DOUBLE TREE	0	142.59	
01 E 300 640 000 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		142.59	
			20	WALMART.COM	0	357.84	
01 E 300 294 224 000 401				BOYS ATHLETICS/000/GENERAL SUPPLIES/TENNIS		357.84	
			5	BUR OF ED	0	747.00	
01 E 100 640 000 316 305				STAFF DEVELOPMENT/STAFF DEVELOPMENT/PROFESSIONAL FEES/0		747.00	
			7	AMAZON	0	107.57	
01 E 100 201 000 000 430				KINDERGARTEN/000/SUPPLIES/000		107.57	
			8	IPAD	0	44.97	
01 E 100 219 000 317 430				LEP/COMPENSATORY/SUPPLIES/000		44.97	
			9	AMAZON	0	20.81	
01 E 300 220 000 000 430				ENGLISH/000/SUPPLIES/000		20.81	
21970 CITIZENS ALLIANCE BANK		04/08/2019	10		0	40.43	40.43
01 E 100 203 400 000 430				ELEMENTARY GENERAL ED./000/SUPPLIES/GRADES 1-5		40.43	
21971 Vendor Continued Void		04/08/2019					0.00
21972 CITY OF GRANITE FALLS		04/08/2019	1	BR WATER	0	652.81	12,454.09
01 E 005 810 183 000 330				OPERATIONS AND MAINTENANCE/000/UTILITY SERVICES/SEWER-W		652.81	
			2	BR ELEC	0	2,741.04	
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE/000/UTILITY SERVICES/ELECTRI		2,741.04	
			3	HS WATER-SEWER	0	751.88	
01 E 005 810 183 000 330				OPERATIONS AND MAINTENANCE/000/UTILITY SERVICES/SEWER-W		751.88	
			4	HS ELECTRICITY	0	7,845.97	
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE/000/UTILITY SERVICES/ELECTRI		7,845.97	
			5	TRACK	0	18.84	
01 E 005 810 184 000 330				OPERATIONS AND MAINTENANCE/000/UTILITY SERVICES/ELECTRI		18.84	
			6	CARPENTRY	0	21.03	
01 E 300 361 000 000 330				VOCATIONAL WEIDAUER/000/UTILITY SERVICES/000		21.03	
			7	om	0	422.52	
01 E 005 810 191 000 330				OPERATIONS AND MAINTENANCE/000/UTILITY SERVICES/OUTSIDE		422.52	
21973 CITY OF GRANITE FALLS		04/08/2019	6238	SRO MARCH	0	4,003.81	4,003.81
01 E 005 790 600 342 305				OTHER PUPIL SUPPORT SERVICES/SAFE SCHOOLS/PROFESSIONAL		2,666.67	
01 E 005 790 600 000 305				OTHER PUPIL SUPPORT SERVICES/000/PROFESSIONAL FEES/SCHO		1,337.14	
21974 CLARKFIELD HARDWARE		04/08/2019	1	HEALTH FAIR GRILL	0	200.00	200.00
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		200.00	
21975 COMPAS		04/08/2019	016046	SARA HANSON	0	2,731.00	2,731.00
				RESIDENCY			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 300 790 154 000 305				OTHER PUPIL SUPPORT SERVICES/000/PROFESSIONAL FEES/ART		2,731.00	
21976	COOLE SCHOOL	04/08/2019	190508	ELEM PLANNERS	0	582.98	582.98
01 E 100 216 614 401 430				TITLE I - PART A/TITLE I/SUPPLIES/PARENT INVOLVEMENT		582.98	
21977	DAVE'S ELECTRIC CO	04/08/2019	1	WATER	0	40.25	40.25
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/000		40.25	
21978	DEAN FOODS NORTH CENTRAL, INC.	04/08/2019	1		0	2,756.96	2,756.96
02 E 005 770 000 701 495				FOOD SERVICES/SCHOOL LUNCH/MILK/000		1,806.52	
02 E 005 770 000 705 495				FOOD SERVICES/BREAKFAST/MILK/000		496.57	
02 E 005 770 104 707 495				FOOD SERVICES/ALA CARTE/OTHER/MILK/FOOD ORDERED ONLY/CA		235.08	
02 E 005 770 000 703 495				FOOD SERVICES/SPECIAL MILK/MILK/000		218.79	
21979	DEMCO, INC.	04/08/2019	6566707	LIBRARY SUPPLIES	0	132.08	132.08
01 E 300 620 000 000 401				EDUCATIONAL MEDIA/LIBRARY/000/GENERAL SUPPLIES/000		66.04	
01 E 350 620 000 000 401				EDUCATIONAL MEDIA/LIBRARY/000/GENERAL SUPPLIES/000		66.04	
21980	EMC INSURANCE COMPANIES	04/08/2019	1	INSURANCE	0	9,007.35	9,007.35
01 E 005 940 000 000 340				PROPERTY AND OTHER INSURANCE/000/INSURANCE/000		9,007.35	
21981	FIRST CHOICE FOOD & BEVERAGE S	04/08/2019	2107-020850	POPCORN KIT	0	108.00	475.25
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		108.00	
01 L 230 21				2107-022487 POPCORN - POP	0	367.25	
				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		367.25	
21982	MELANIE S GATCHELL	04/08/2019	1	ART DAY	0	12.03	12.03
01 E 005 790 000 313 430				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		12.03	
21983	GRANITE FALLS BOWL	04/08/2019	3222019	WELLNESS PROGRAM	0	84.00	84.00
01 L 230 92				BOWLING		84.00	
				GENERAL FUND/DEFERRED REVENUE/WELLNESS \$		84.00	
21984	GRANITE FALLS AUTO PARTS	04/08/2019	1	OM	0	152.67	354.95
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE/000/CUST/REPAIR SUPPLIES/OUT		152.67	
01 E 005 810 193 000 401				2 AUTOS	0	84.28	
				OPERATIONS AND MAINTENANCE/000/GENERAL SUPPLIES/CAR EXP		84.28	
01 E 005 810 000 000 410				3 IM	0	118.00	
				OPERATIONS AND MAINTENANCE/000/CUST/REPAIR SUPPLIES/000		118.00	
21985	GRANITE FALLS SUPER MOTEL	04/08/2019	1	PR. FIRE THEATRE	0	834.76	834.76
01 L 230 01				GENERAL FUND/DEFERRED REVENUE/ARTS COUNCIL		834.76	
21986	Vendor Continued Void	04/08/2019					0.00
21987	GRANITE HARDWARE	04/08/2019	1		0	13.49	1,103.84
01 E 005 810 193 000 401				OPERATIONS AND MAINTENANCE/000/GENERAL SUPPLIES/CAR EXP		13.49	
01 E 005 810 191 000 410				2	0	26.43	
				OPERATIONS AND MAINTENANCE/000/CUST/REPAIR SUPPLIES/OUT		26.43	
01 E 300 361 000 830 433				3	0	115.22	
				VOCATIONAL WEIDAUER/VOCATIONAL PROGRAMS/INDIVIDUAL INST		115.22	
01 E 350 255 000 000 450				4	0	16.74	
				INDUSTRIAL EDUCATION/000/MATERIALS PURCH FOR RESALE/000		16.74	
01 E 005 810 000 000 410				5	0	61.97	
				OPERATIONS AND MAINTENANCE/000/CUST/REPAIR SUPPLIES/000		61.97	
01 E 005 810 000 302 530				6 sno blower	0	529.00	
				OPERATIONS AND MAINTENANCE/CAPITAL OUTLAY/EQUIPMENT PUR		529.00	
01 E 300 301 501 830 433				7	0	98.77	
				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		98.77	
01 E 005 810 000 000 410				8 CAFETERIA / WS	0	242.22	
				OPERATIONS AND MAINTENANCE/000/CUST/REPAIR SUPPLIES/000		242.22	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
21988	GREAT PLAINS NATURAL GAS CO	04/08/2019	1	BRE	0	2,816.96	10,100.70
01 E 005 810 000 000 440				OPERATIONS AND MAINTENANCE/000/FUEL FOR BUILDINGS/000		2,816.96	
01 E 005 810 000 000 440			2	HIGH SCHOOL OPERATIONS AND MAINTENANCE/000/FUEL FOR BUILDINGS/000	0	7,161.77	7,161.77
01 E 005 810 191 000 440			3	MAINT. OPERATIONS AND MAINTENANCE/000/FUEL FOR BUILDINGS/OUTSI	0	121.97	121.97
21989	HANSEN, LISA	04/08/2019	1	BALLOONS	0	30.00	30.00
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		30.00	
21990	HDL	04/08/2019	669339		0	147.41	192.61
01 E 350 255 000 000 450				INDUSTRIAL EDUCATION/000/MATERIALS PURCH FOR RESALE/000		14.74	
01 E 300 361 000 000 450				VOCATIONAL WEIDAUER/000/MATERIALS PURCH FOR RESALE/000		132.67	
01 E 300 361 000 000 450			675264	VOCATIONAL WEIDAUER/000/MATERIALS PURCH FOR RESALE/000	0	45.20	45.20
21991	HENDERSON, ROBIN	04/08/2019	1	ART DAY	0	13.24	13.24
01 E 005 790 000 313 430				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		13.24	
21992	HILLYARD/HUTCHINSON	04/08/2019	603353135		0	66.56	1,601.88
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE/000/CUST/REPAIR SUPPLIES/000		66.56	
01 E 005 810 000 000 410			603366045	OPERATIONS AND MAINTENANCE/000/CUST/REPAIR SUPPLIES/000	0	1,575.04	1,575.04
01 E 005 810 000 000 410			800406412	OPERATIONS AND MAINTENANCE/000/CUST/REPAIR SUPPLIES/000	0	-39.72	-39.72
21993	HINZ, STACY	04/08/2019	1		0	42.00	42.00
01 E 350 260 000 000 430				NATURAL SCIENCES/000/SUPPLIES/000		42.00	
21994	ANDREW HOLT	04/08/2019	1		0	18.56	18.56
01 E 300 211 000 000 366				SECONDARY EDUCATION GENERAL/000/TRAVEL-SCHOOL BUSINESS/		18.56	
21995	Vendor Continued Void	04/08/2019					0.00
21996	INNOVATIVE OFFICE SOLUTIONS LL	04/08/2019	"		0	13.36	1,665.97
01 E 300 211 000 000 433				SECONDARY EDUCATION GENERAL/000/INDIVIDUAL INST SUPPLIE		13.36	
01 E 100 203 000 302 530			2452805	TABLES/WORK STATIONS ELEMENTARY GENERAL ED./CAPITAL OUTLAY/EQUIPMENT PURCHAS	0	1,057.10	1,057.10
01 E 005 020 000 000 401			2461204	SUPERINTENDENT'S OFFICE/000/GENERAL SUPPLIES/000	0	89.09	89.09
01 E 005 110 000 000 401			2461204-	STAPLES-STAPLER ACCOUNTING OFFICE/000/GENERAL SUPPLIES/000	0	208.64	208.64
01 E 005 110 000 000 401			2461204--	RETURNS ACCOUNTING OFFICE/000/GENERAL SUPPLIES/000	0	-106.93	-106.93
01 E 100 203 400 000 430			2468474	ELEMENTARY GENERAL ED./000/SUPPLIES/GRADES 1-5	0	188.89	188.89
01 E 100 203 400 000 430			IN2438433	ELEMENTARY GENERAL ED./000/SUPPLIES/GRADES 1-5	0	85.88	85.88
01 E 005 020 000 000 401			IN2443499	SUPERINTENDENT'S OFFICE/000/GENERAL SUPPLIES/000	0	23.02	23.02
01 E 005 790 000 313 430			IN2449058	OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION	0	44.14	44.14
01 E 100 203 400 000 430			IN2453435	ELEMENTARY GENERAL ED./000/SUPPLIES/GRADES 1-5	0	9.58	9.58
			IN2454806		0	53.20	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 100 203 400 000 430				ELEMENTARY GENERAL ED./000/SUPPLIES/GRADES 1-5		53.20	
21997	IRLEN INSTITUTE	04/08/2019	68273		0	386.85	386.85
01 E 100 203 400 000 433				ELEMENTARY GENERAL ED./000/INDIVIDUAL INST SUPPLIES/GRA		386.85	
21998	ISCORP	04/08/2019	698547	skyward finance	0	195.50	195.50
01 E 005 110 000 000 350				ACCOUNTING OFFICE/000/REPAIRS AND MAINTENANCE SVCS/000		195.50	
21999	KILOWATT COMMUNITY CENTER	04/08/2019	1	BETH J	0	115.00	365.00
01 E 100 203 000 000 370				ELEMENTARY GENERAL ED./000/RENTALS AND LEASES/000		115.00	
01 E 300 292 000 000 370			22	BASEBALL BOYS/GIRLS ATHLETICS/000/RENTALS AND LEASES/000	0	250.00	250.00
22000	KRISTI KLASSEN	04/08/2019	1	PARKING & ENTRY FEES - STATE GBB	0	51.00	51.00
01 E 300 296 213 000 401				GIRLS ATHLETICS/000/GENERAL SUPPLIES/BASKETBALL		51.00	
22001	SADIE KLUVER	04/08/2019	1	ECFE SUPPLIES	0	38.73	38.73
04 E 500 580 000 325 430				EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E		38.73	
22002	KNAPPER, TIMOTHY	04/08/2019	1	MNIAAA CONFERENCE HOTEL	0	220.62	220.62
01 E 300 292 000 316 367				BOYS/GIRLS ATHLETICS/STAFF DEVELOPMENT/TRAVEL-PROFESS D		220.62	
22003	DAVID LEE	04/08/2019	1	DRIVERS ED CONFERENCE	0	130.00	130.00
04 E 500 505 548 321 367				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/TRAVEL-		130.00	
22004	LIFELINE INC.	04/08/2019	LL-11594	AED PADS	0	396.42	396.42
01 E 005 865 000 352 401				LONG TERM FACILITY MAINT./ENVIRONMENTAL HLTH & SAFETY/G		396.42	
22005	LIVING AT HOME BLOCK NURSE PRO	04/08/2019	19-3	FY19 3RD QTR	0	375.00	375.00
04 E 500 590 000 321 305				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/PROFESSION		375.00	
22006	Vendor Continued Void	04/08/2019					0.00
22007	LOFFLER	04/08/2019	3074043-144	BRE BOOK ROOM	0	187.39	1,562.50
01 E 100 203 290 000 350				ELEMENTARY GENERAL ED./000/REPAIRS AND MAINTENANCE SVCS		187.39	
01 E 300 211 290 000 350			3074043-145	MS/HS LIBRARY SECONDARY EDUCATION GENERAL/000/REPAIRS AND MAINTENANCE	0	271.78	271.78
01 E 005 020 290 000 350			3074043-148	DO SUPERINTENDENT'S OFFICE/000/REPAIRS AND MAINTENANCE SVC	0	62.42	62.42
01 E 300 211 290 000 350			3074043-149	MS/HS OFFICE SECONDARY EDUCATION GENERAL/000/REPAIRS AND MAINTENANCE	0	115.13	115.13
01 E 300 211 290 000 350			3074043-150	MS/HS SPED ROOM SECONDARY EDUCATION GENERAL/000/REPAIRS AND MAINTENANCE	0	137.78	137.78
01 E 100 203 290 000 350			3074043-156	BRE OFFICE ELEMENTARY GENERAL ED./000/REPAIRS AND MAINTENANCE SVCS	0	684.28	684.28
01 E 100 203 290 000 350				COPIES ELEMENTARY GENERAL ED./000/REPAIRS AND MAINTENANCE SVCS	0	103.72	14.35
01 E 300 211 290 000 350				SECONDARY EDUCATION GENERAL/000/REPAIRS AND MAINTENANCE			11.82
01 E 300 257 290 000 430				COMPUTER TECHNOLOGY/000/SUPPLIES/FOR COPIERS			64.17
02 E 005 770 290 000 401				FOOD SERVICES/000/GENERAL SUPPLIES/FOR COPIERS			13.38
22008	LORENZ CORPORATION	04/08/2019	100190199		0	39.95	39.95
01 E 100 203 407 000 433				ELEMENTARY GENERAL ED./000/INDIVIDUAL INST SUPPLIES/ELE		39.95	
22009	KEISHA LOUWAGIE	04/08/2019	1	MNAFEE CONF.	0	220.00	220.00
04 E 500 582 000 344 366				LEARNING READINESS/LEARNING READINESS/TRAVEL-SCHOOL BUS		220.00	
22010	RYAN C LUFT	04/08/2019	1	MILEAGE	0	14.79	153.54
01 E 300 640 000 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		14.79	
			11	YEARBOOK JH -	0	138.75	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 L	230 89			GENERAL FUND/DEFERRED REVENUE/YEARBOOK-MIDDLE SCHOOL		138.75	
22011	MACKIN ED RESOURCES	04/08/2019	568807		0	180.43	607.58
01 E 100 203 162 000 530				ELEMENTARY GENERAL ED./000/EQUIPMENT PURCHASES/ESTATE D		180.43	
			572610		0	102.74	
01 E 100 203 162 000 530				ELEMENTARY GENERAL ED./000/EQUIPMENT PURCHASES/ESTATE D		102.74	
			573041		0	221.26	
01 E 100 203 162 000 530				ELEMENTARY GENERAL ED./000/EQUIPMENT PURCHASES/ESTATE D		221.26	
			574340		0	103.15	
01 E 100 203 162 000 530				ELEMENTARY GENERAL ED./000/EQUIPMENT PURCHASES/ESTATE D		103.15	
22012	MCCROSSAN BOYS RANCH	04/08/2019	13345	MARCH TUITION	0	716.50	1,361.35
01 E 998 211 000 000 392				SECONDARY EDUCATION GENERAL/000/OUT OF STATE TUITION/00		716.50	
			13346	MARCH TUITION	0	644.85	
01 E 998 407 000 740 392				SPECIFIC LEARNING DISABILIT/STATE FUNDED SPECIAL ED/OUT		644.85	
			13346-	MARCH TUITION	0	-322.47	
01 E 998 407 000 740 392				SPECIFIC LEARNING DISABILIT/STATE FUNDED SPECIAL ED/OUT		-322.47	
			13346--	MARCH TUITION	0	322.47	
01 E 998 211 000 000 392				SECONDARY EDUCATION GENERAL/000/OUT OF STATE TUITION/00		322.47	
22013	MINNEOTA SCHOOL DISTRICT	04/08/2019	1	ART INT. LUNCHESES	0	1,300.00	1,300.00
01 E 005 790 000 313 430				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		1,300.00	
22014	MINNESOTA ELEVATOR TOTAL ELEVA	04/08/2019	796345	INSPECTION	0	374.53	374.53
01 E 005 865 000 347 305				LONG TERM FACILITY MAINT./PHYSICAL HAZARD CONTROL/PROFE		374.53	
22015	MINNESOTA SCHOOL BOARD ASSOC.	04/08/2019	22133F1D327	SP 2/12 OWLS	0	190.00	190.00
01 E 005 010 000 000 367				BOARD OF EDUCATION/000/TRAVEL-PROFESS DEVELOPMENT/000		190.00	
22016	MINNESOTA WEST-CANBY	04/08/2019	1	SPRING PSEO	0	4,766.06	4,766.06
01 E 300 200 000 000 394				PSEO/ONLINE/000/PAYMENTS TO OTHER AGENCIES/000		4,766.06	
22017	MUSIC STREET	04/08/2019	1	BAND	0	30.00	213.28
01 E 300 258 233 000 350				MUSIC/000/REPAIRS AND MAINTENANCE SVCS/INSTRUMENTAL MUS		30.00	
			11	BAND	0	183.28	
01 E 300 258 233 000 450				MUSIC/000/MATERIALS PURCH FOR RESALE/INSTRUMENTAL MUSIC		183.28	
22018	MVCC	04/08/2019	APRIL	SPECIAL ED	0	152,241.92	152,241.92
				CONTRACT			
01 E 005 420 978 740 396				SPECIAL EDUCATIONAL GENERAL/STATE FUNDED SPECIAL ED/DUE		152,241.92	
22019	OLSON SANITATION INC.	04/08/2019	MAR2019		0	877.50	877.50
01 E 005 810 000 000 330				OPERATIONS AND MAINTENANCE/000/UTILITY SERVICES/000		877.50	
22020	PAAPE ENERGY INC.	04/08/2019	6488	HEATING SYSTEM	0	285.00	285.00
				REPAIR			
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE/000/REPAIRS AND MAINTENANCE		285.00	
22021	PAN-O-GOLD BAKING CO.	04/08/2019	1		0	463.60	463.60
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/000		463.60	
22022	J.W. PEPPER & SON INC.	04/08/2019	11E44988		0	15.99	458.93
01 E 300 258 233 000 430				MUSIC/000/SUPPLIES/INSTRUMENTAL MUSIC		15.99	
			11E49403		0	8.95	
01 E 300 258 233 000 430				MUSIC/000/SUPPLIES/INSTRUMENTAL MUSIC		8.95	
			11E53805		0	191.99	
01 E 300 258 233 000 430				MUSIC/000/SUPPLIES/INSTRUMENTAL MUSIC		191.99	
			11E55200		0	8.00	
01 E 300 258 233 000 430				MUSIC/000/SUPPLIES/INSTRUMENTAL MUSIC		8.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 300 258 233 000 430			11E56641	MUSIC/000/SUPPLIES/INSTRUMENTAL MUSIC	0	100.00	100.00
01 E 300 258 233 000 430			11E58342	MUSIC/000/SUPPLIES/INSTRUMENTAL MUSIC	0	134.00	134.00
22023 NAOMI PETERSON		04/08/2019	WINTER18-19	OPEN GYM SUPERVISOR	0	240.00	240.00
04 E 500 505 000 321 305				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/PROFESS		240.00	
22024 PINE TECH COLLEGE		04/08/2019	43992	am sign language	0	1,197.00	1,197.00
01 E 300 200 000 000 394				PSEO/ONLINE/000/PAYMENTS TO OTHER AGENCIES/000		1,197.00	
22025 PITNEY BOWES		04/08/2019	1	POSTAGE METER	0	695.85	695.85
01 E 005 020 000 000 370				SUPERINTENDENT'S OFFICE/000/RENTALS AND LEASES/000		695.85	
22026 PRAIRIE'S EDGE CASINO RESORT		04/08/2019	YME	SMAC GRANT HOTEL PUPPET RESIDENCY	0	248.34	248.34
01 E 300 790 153 000 366				OTHER PUPIL SUPPORT SERVICES/000/TRAVEL-SCHOOL BUSINESS		248.34	
22027 RAYMOND GEDDES & COMPANY, INC.		04/08/2019	714508	ELEMENTARY GENERAL ED./000/GENERAL SUPPLIES/PBIS (FY12)	0	121.50	121.50
01 E 100 203 307 000 401						121.50	
22028 REINHART INST FOODS		04/08/2019	1	REGULAR FOODS	0	16,748.30	16,748.30
02 E 005 770 000 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/000		1,024.62	
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/000		11,650.05	
02 E 005 770 000 705 490				FOOD SERVICES/BREAKFAST/FOOD/000		2,195.94	
02 E 005 770 104 707 490				FOOD SERVICES/ALA CARTE/OTHER/FOOD/FOOD ORDERED ONLY/CA		1,877.69	
22029 RIDDELL/ALL AMERICAN SPORTS CO		04/08/2019	950850896	FB	0	380.00	2,183.04
01 E 350 294 211 000 305				BOYS ATHLETICS/000/PROFESSIONAL FEES/FOOTBALL		380.00	
01 E 300 294 211 000 305			950850896*	BOYS ATHLETICS/000/PROFESSIONAL FEES/FOOTBALL	0	1,183.95	1,183.95
01 E 300 294 179 000 401			950856844	HELMET RACK	0	619.09	619.09
22030 RIVARD'S TURF & FORAGE		04/08/2019	35489	SEED- GRASS	0	2,100.34	2,100.34
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE/000/CUST/REPAIR SUPPLIES/OUT		2,100.34	
22031 ROCKLER		04/08/2019	6018050	INDUSTRIAL EDUCATION/000/SUPPLIES/000	0	36.19	118.14
01 E 350 255 000 000 430						18.09	
01 E 300 361 000 830 433				VOCATIONAL WEIDAUER/VOCATIONAL PROGRAMS/INDIVIDUAL INST		18.10	
01 E 300 361 000 830 433			6038591	VOCATIONAL WEIDAUER/VOCATIONAL PROGRAMS/INDIVIDUAL INST	0	40.98	40.98
01 E 350 255 000 000 430			6038591-	INDUSTRIAL EDUCATION/000/SUPPLIES/000	0	40.97	40.97
22032 RTS		04/08/2019	1	OPERATIONS AND MAINTENANCE/000/COMMUNICATIONAL SERVICES	0	133.75	133.75
01 E 005 810 000 000 320						133.75	
22033 RUPP, ANDERSON, SQUIRES & WALDS		04/08/2019	8795	LEGAL	0	377.71	377.71
01 E 005 110 116 000 305				ACCOUNTING OFFICE/000/PROFESSIONAL FEES/ATTORNEY FEES		377.71	
22034 SAWMILL		04/08/2019	1	ag	0	79.98	431.82
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		79.98	
01 E 300 301 501 830 433			10	AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA	0	300.96	300.96
01 E 300 361 000 830 433			2	IT	0	50.88	50.88
22035 SCHWICKERT'S		04/08/2019	5510048127	ROOF LEAK REPAIR	0	1,220.00	2,239.00
01 E 005 865 000 383 305				HS			
				LONG TERM FACILITY MAINT./LTFM ROOFS/PROFESSIONAL FEES/		1,220.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			5510048127-	ROOF LEAK REPAIR BRE	0	1,019.00	
01 E 005 865 000 383 305				LONG TERM FACILITY MAINT./LTFM ROOFS/PROFESSIONAL FEES/		1,019.00	
22036	JEN SNELLER	04/08/2019	1	SOFTBALL	0	16.15	16.15
01 E 300 296 210 000 401				GIRLS ATHLETICS/000/GENERAL SUPPLIES/SOFTBALL		16.15	
22037	SPECIAL SYSTEMS INC.	04/08/2019	32935	FIRE ALARM INSPECTIONS 2/1/19 TO 1/31/20	0	1,350.00	1,350.00
01 E 005 865 000 363 305				LONG TERM FACILITY MAINT./FIRE SAFETY/PROFESSIONAL FEES		1,350.00	
22038	ST. JOHN'S LUTHERAN SCH.	04/08/2019	18-19	BUSING	0	990.00	990.00
01 E 005 760 723 720 360				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		990.00	
22039	JILL STARK	04/08/2019	MNAFEE CONF. 1		0	220.00	220.00
04 E 500 580 000 325 366				EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E		220.00	
22040	JOHN STERNER	04/08/2019	1	SUPPLIES FOR INT. ART DAY	0	216.00	216.00
01 E 005 790 000 313 430				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		216.00	
22041	SUBWAY	04/08/2019	RH	INTEGRATION 9TH GRADE	0	2,019.09	2,019.09
01 E 005 790 000 313 430				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		2,019.09	
22042	SUPREME SCHOOL SUPPLY	04/08/2019	97831		0	25.15	25.15
01 E 100 203 400 000 430				ELEMENTARY GENERAL ED./000/SUPPLIES/GRADES 1-5		25.15	
22043	SW/WC SERVICE COOP - MARSHALL	04/08/2019	60409	SR HSA SUB REGION	0	330.00	7,346.80
01 E 300 218 000 388 369				GIFTED & TALENTED/TAG (06)/PARTICIPATION FEES/000		330.00	
			60501	tech support	0	6,315.12	
01 E 005 630 000 000 305				TECHNOLOGY INSTRUCTIONAL/000/PROFESSIONAL FEES/000		6,315.12	
			60501-	TECH SUPPORT	0	701.68	
01 E 005 108 000 000 305				TECHNOLOGY ADMINISTRATIVE/000/PROFESSIONAL FEES/000		701.68	
22044	VCI ENVIRONMENTAL, INC.	04/08/2019	6845-1	ASBESTOS ABATEMENT	0	15,750.00	15,750.00
01 E 005 865 000 358 305				LONG TERM FACILITY MAINT./ASBESTOS/PROFESSIONAL FEES/00		15,750.00	
22045	THOMAS D WALSH	04/08/2019	1	FIELD ROUTER	0	48.05	48.05
01 E 300 361 000 830 433				VOCATIONAL WEIDAUER/VOCATIONAL PROGRAMS/INDIVIDUAL INST		48.05	
22046	WEST CENTRAL TROPHIES	04/08/2019	5103	BOYS BB PLAQUES	0	60.30	190.30
01 E 300 294 213 000 401				BOYS ATHLETICS/000/GENERAL SUPPLIES/BASKETBALL		60.30	
			5117	WRESTLING	0	130.00	
01 E 300 294 221 000 401				BOYS ATHLETICS/000/GENERAL SUPPLIES/WRESTLING		130.00	
22047	XCEL ENERGY	04/08/2019	1		0	20.77	20.77
04 E 500 560 000 321 330				RECREATION-SWIM POOL/COMMUNITY EDUCATION/UTILITY SERVIC		20.77	
22048	YELLOW MEDICINE COUNTY	04/08/2019	2019-1	TAXES - 1ST HALF	0	1,013.47	1,013.47
01 E 005 850 000 000 896				FACILITIES/000/TAXES/000		1,013.47	
22049	YME COMMUNITY EDUCATION	04/08/2019	1	SOCCER FEE	0	40.00	40.00
01 E 100 790 388 000 899				OTHER PUPIL SUPPORT SERVICES/000/MISCELLANEOUS EXPENSE/		40.00	
22050	YME SCHOOL ACTIVITY ACCOUNT	04/08/2019	1	CONCESSION PROFIT	0	11,700.00	13,838.00
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		11,700.00	
			11	11 STUDENT FEES	0	446.00	
01 E 300 790 388 000 899				OTHER PUPIL SUPPORT SERVICES/000/MISCELLANEOUS EXPENSE/		446.00	
			2	FFA PROFIT	0	1,692.00	
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		1,692.00	
22051	Vendor Continued Void	04/08/2019					0.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
22052	YME SCHOOLS-ADM	04/08/2019	1	INTEREST	0	-2.60	4,021.86
01 R	005 000 000 000 092			DISTRICT WIDE/000/INVESTMENT EARNINGS/000		-2.60	
01 L	230 01		7765	PRAIRIE FIRE	0	1,950.00	
				GENERAL FUND/DEFERRED REVENUE/ARTS COUNCIL		1,950.00	
01 L	230 33		7766	AMERICAN HEART ASSN	0	350.00	
				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		350.00	
01 L	230 92		7767	KITTY TRUOX	0	150.00	
				GENERAL FUND/DEFERRED REVENUE/WELLNESS \$		150.00	
01 L	230 92		7768	FAYE PRAIRIE	0	120.00	
				GENERAL FUND/DEFERRED REVENUE/WELLNESS \$		120.00	
01 E	100 790 388 000 899		7769	GF HEARTLAND EXPRESS	0	38.00	
				OTHER PUPIL SUPPORT SERVICES/000/MISCELLANEOUS EXPENSE/		38.00	
04 R	500 505 548 321 050		7770	JANEL TORGERSON	0	300.00	
				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/FEES FR		300.00	
01 E	005 790 000 313 430		7771	MONICA VILLAIS	0	90.00	
				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		90.00	
01 E	005 790 000 313 430		7772	MELANIE GATCHELL	0	107.02	
				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		107.02	
09 L	230 75		7773	SWMBPA HONOR BAND	0	66.00	
				TRUST FUND/DEFERRED REVENUE/MUSIC ENDOWMENT		66.00	
01 E	005 790 000 313 430		7774	UNHINGED PIZZA	0	640.00	
				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		640.00	
01 E	005 790 000 313 430		7775	MICHELLE STERNER AND OAK KELSEY	0	213.44	
				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		213.44	
22053	YME BOARD ACCOUNT	04/08/2019	1	CONCESSION	0	325.00	1,077.00
01 L	230 21			PROFIT-PBIS		325.00	
				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		325.00	
01 L	230 21		2	FFA WATER	0	752.00	
				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		752.00	
22054	Vendor Continued Void	04/08/2019					0.00
22055	YME-FOOD SERVICE	04/08/2019	-MARCH	KINDERGARTEN KICK	0	222.94	2,542.16
01 E	100 216 614 401 430			OFF		222.94	
				TITLE I - PART A/TITLE I/SUPPLIES/PARENT INVOLVEMENT		222.94	
04 E	500 582 000 344 490		1	school readiness lunches	0	343.70	
				LEARNING READINESS/LEARNING READINESS/FOOD/000		343.70	
01 E	100 203 362 000 899		MARCH	BRE SNACKS	0	859.76	
				ELEMENTARY GENERAL ED./000/MISCELLANEOUS EXPENSE/HEALTH		859.76	
04 E	500 582 000 344 490		MARCH-	PRESCHOOL SNACKS	0	59.37	
				LEARNING READINESS/LEARNING READINESS/FOOD/000		59.37	
01 E	350 790 149 000 899		MARCH--	2ND CHANCE BREAKFAST	0	778.72	
				OTHER PUPIL SUPPORT SERVICES/000/MISCELLANEOUS EXPENSE/		778.72	
01 E	100 203 362 000 899		MARCH---	BRE TESTING	0	201.51	
				ELEMENTARY GENERAL ED./000/MISCELLANEOUS EXPENSE/HEALTH		201.51	
			MARCH----	AG IN THE CLASSROOM	0	76.16	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 L	230 33			GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		76.16	
			113	Computer	Check(s) For a Total of		399,058.71

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
113	Computer	Checks For a Total of	399,058.71
Total For	113	Manual, Wire Tran, ACH & Computer Checks	399,058.71
Less	0	Voided Checks For a Total of	0.00
		Net Amount	399,058.71

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	20,414.17	-2.60	354,834.45	375,246.02
02	FOOD SERVICE	0.00	0.00	20,349.91	20,349.91
04	COMMUNITY SERVICE	0.00	300.00	3,096.78	3,396.78
09	TRUST FUND	66.00	0.00	0.00	66.00

# Yellow Medicine East #2190

## Board Report

April 8, 2019

Ending  
4/8/2019

2018-19 By Fund	Original 2018-19	Year to Date Expenditures	Budget Balance	Percent Expended	For Comparison	
					2017-18 YTD Exp.	2017-18 YTD %
General	10,003,749	6,977,682	3,026,067	69.75%	7,160,240	70.79%
Food Service	432,671	272,853	159,818	63.06%	299,517	66.80%
Community Service	373,255	212,401	160,854	56.91%	250,331	58.08%
Debt Red.	1,167,370	1,166,045	1,325	99.89%	1,190,453	99.89%
OPEB Trust	168,008	80,009	87,999	47.62%	88,409	39.17%
OPEB Debt Service	191,458	190,933	526	99.73%	191,758	99.71%
<b>Total</b>	<b>12,336,511</b>	<b>8,899,923</b>	<b>3,436,588</b>	<b>72.14%</b>	<b>9,180,707</b>	<b>72.84%</b>

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/Maintenance/Comm Ed	75.00%
Contracted August-July Principals/Food Service Director	66.67%
Contracted Sept-August Teachers/Nurse	58.33%
12 Month Non-certified Administrative Assistants	75.00%
12 Month Non-certified Custodians	70.00%
9 Month non-Certified Paraprofessionals/Food Service	66.00%

**Month End Cash Invested**

**3/31/2019**

MN School District Liquid Asset Fund \$3,210,114.10 General Closing Market Value

OPEB Revocable PERA Trust Fund \$459,951.77 End Balance  
("Other Post Employment Benefits" for Retirees)

**Electronic Fund Transfers/ACH Transfers/LAF Checks**

From

To

3/7&8/2019	\$ 298.20	rSchool Fees	LAF	rSchool
3/14/2019	\$ 300,000.00	Board Accounts Payable	LAF	Citizen's Alliance Bank
3/22/2019	\$ -	Payroll (F&M Bank)	LAF	F&M Bank
3/22/2019	\$ 280,601.60	Payroll ( Direct Deposit)	LAF	Granite Falls Bank
3/22/2019	\$ 150,000.00	Board Accounts Payable	LAF	Citizen's Alliance Bank
	\$ -	Sales Tax	LAF	Mn. Dept. of Revenue
	\$ -	PERA Trust (OPEB)	OPEB Trust	LAF

	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	40			40			40			39			39		
First Grade	48			48			48			48			47		
Second Grade	43			43			43			41			42		
Third Grade	59			59			59			59			59		
Fourth Grade	53			53			53			53			53		
Fifth Grade	63			63			63			63			63		
	306			306			306			303			303		
Sixth Grade		57			58			55			55			55	
Seventh Grade		51			51			51			51			53	
Eighth Grade		61			62			62			63			62	
Ninth Grade		61			61			63			64			63	
Tenth Grade		52			51			55			56			55	
Eleventh Grade		44			45			45			45			42	
Twelfth Grade		53			55			55			55			55	
		379			383			386			389			385	
K-12 TOTAL			685			689			692			692			688

23

	FEBRUARY			MARCH			APRIL			MAY			END OF THE YEAR-17-18		
	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR
Kindergarten	39			39			39						47		
First Grade	46			46			46						44		
Second Grade	41			41			41						59		
Third Grade	59			59			59						52		
Fourth Grade	53			53			53						63		
Fifth Grade	63			63			61						54		
	301			301			299						319		
Sixth Grade		55			55			55						50	
Seventh Grade		52			52			52						63	
Eighth Grade		63			63			61						62	
Ninth Grade		63			62			60						52	
Tenth Grade		53			54			54						46	
Eleventh Grade		43			43			44						54	
Twelfth Grade		56			56			55						60	
		385			385			381						387	
K-12 TOTAL			686			686			680						706

<b>Enrollment Trends</b>	<b>17-18</b>	<b>16-17</b>	<b>15-16</b>	<b>14-15</b>	<b>13-14</b>
<b>September</b>	732	739	768	810	803
<b>October</b>	726	728	765	800	801
<b>November</b>	723	725	757	795	796
<b>December</b>	717	727	754	794	796
<b>January</b>	717	732	748	789	793
<b>February</b>	718	729	749	785	795
<b>March</b>	707	731	736	784	796
<b>April</b>	706	732	728	784	786
<b>May</b>					
<b>June</b>					

# YME Middle/High School Board Report

## April 2018 2019

### Goals for the MS/HS for 2018/2019

- *SMART Goal: The percentage of students in grades 6-10 at grade level on the Star Reading assessment, will increase 5% from spring 2018 to spring 2019.*
- *SMART Goal: The percentage of students in grades 6-10 at grade level on the Star Math assessment, will increase 5% from spring 2018 to spring 2019.*

### Areas of Focus

- *Best Practice Instruction: Reading and writing strategies used across the curriculum/content area*
- *Safe Schools: Emergency Crisis Plan*
- *Mental Health: Working with students of trauma*
- *Staff will complete one curriculum map for one class by the end of the school year*

**Tammy Isfeld does it again!** I received this letter from the Southwest Minnesota Arts Council on another grant being awarded to Tammy Isfeld and the YME Art Department.

Dear Ryan:

I am pleased to inform you that the SMAC Board of Directors met on 2/26/2019 and voted to award Yellow Medicine East School District an Arts in the Schools Grant in the amount of \$4000.00 for their project #AIE-746, "YME Pewter Casting". Your application scored a percentage of 88.71%, and was ranked 2 of 5.

Congratulations and best wishes for a successful project. If we can provide assistance or answer any questions, please don't hesitate to call.

Sincerely,

Nicole DeBoer  
Executive Director  
**Southwest Minnesota Arts Council**  
[info@swmnarts.org](mailto:info@swmnarts.org)  
114 North 3rd Street, PO Box 55  
Marshall, MN 56258

**800-622-5284, 507-537-1471**

**2019 YME Prom planning is underway!** Under the leadership of Mrs. Beckler and Mrs. Enninga the YME Prom is scheduled for May 4th, 2019 here at #TheHIVE. Drive-up will be on 9th Ave., grand march in the auditorium and the dance will be held at Prairie's Edge Resort and Casino with a theme titled, "Out Of This World". A parent notification letter will be sent out to inform all junior and senior students and parents regarding the school activity.

**MCA and STAR Testing Windows are finalized** the Middle School and grades 10th 11th are signed up for testing during the last two weeks in April and the first week in May. Our staff has been busy preparing the students for these exams by implementing test prep into their everyday lesson plans. We will be taking our final STAR Math and Reading assessments during the last two weeks of school. More information to come....

**Minnesota Honor Society** Congratulations to the following YME students for being recognized for their academic achievements.

Seniors in Honor Society:

Samantha Anderson  
 Skyler Corner  
 Mackenzie Dyrdaahl  
 Chelsea Hoernemann  
 Rory Shackelford  
 Emilee Speh  
 Whitney Tennis

Juniors in Honor Society:

Taylor Bakkelund  
 Madison Hinz  
 Lauren McCosh  
 Megan Nordaune  
 Kelsey Rhode  
 Tiana Rupp

Sophomores Inducted

Sophia Poff  
 Tyler Nordaune  
 Abel Chapparo  
 Samone Farris

These students were inducted into the Minnesota Honor Society on April 7th. Mrs. Hoefer and the senior members did a wonderful job of planning and hosting this event. Congratulations on all of your hard work during your time here at Yellow Medicine East High School. This year Mrs. Hoefer inducted a group from the Class of 2020 due to the number of activities they have planned for the 2019 2020 school year. This also will allow next year’s seniors the opportunity to place this honor on their college applications in the fall.

**New Star Report** Thank you Kim Hoefer for introducing this new STAR Report into your teaching toolbox. This new report will show us by strand how our students are doing towards meeting our goals in the ELA area of Informational Text.

**5th Grade Transition Day Friday, April 5th, 2019** #TheHIVE will be hosting the Class of 2026 this week on Friday. Students will be over around 11:10 am to look at the elective courses they will be participating in next year. They will be entertained to a four-course meal and orientation where they will meet their teachers for next year. During 6th hour they head to the MS Band/Choir area to peek in on performance and head back to BRE full of hope for the 2019 2020 school year.

- ~
- ~
- ~
- ~
- ~
- ~
- ~
- ~
- ~
- ~
- ~
- ~

Key Ideas and Details					
Cite the textual evidence that		Determine a central idea of a text and		Analyze how a text makes connections	
98	98	99	99	98	98
74	80	80	85	75	82
42	45	54	57	45	48
57	72	67	78	60	74
91	93	93	95	92	93
87	80	90	85	88	82
47	53	58	63	50	55
87	85	90	88	88	86
82	85	86	89	83	86
96	95	97	96	96	96
95	96	96	97	95	97
40	77	52	82	43	78

' DMH

( YHQW

- 0 LQQMRV + RQRU6 RFLHW , QGXFMRQ-
- 3URP 0 HMQJ LQ \$ XGLVRLXP -
- 6<0 ( VFKRDUVKLS DSSV DUH GXH VRGD -
- 6VDM . QRZ QGJH %RZ O&RP SHMMRQ-
- ( DUQ GLVP LWDOIURP VFKRRODW IRUWXGHQW-
- 6FKRROLQ VHMLRQ IRUWXGHQW FDQDQDUFKDQJHG -
- 1 R 6FKRROIURU6 VXGHQW + RQGD %JDN-
- 6FKRROLV LQ VHMLRQ IRU6 VXGHQW 0 DNH XS ' D -
- 7\$\* 0 DMK 0 DVMUJ # 60 68 JUDGHV IRUVHDFWVG WXGHQW -
- <0 ( %ORGP RELO-
- 0 1 6VDM ) \$ & RQYHQMRQ-
- ( DUQ GLVP LWDOIURP VFKRRODW IRUWXGHQW-
- 0 6 + 6 4 XDUMU 0 LGMUP -
- <0 ( 3URP -
- 6SUQJ & KRLU & RQFHUWJUDGHV -
- ( DUQ GLVP LWDOIURP VFKRRODW IRUWXGHQW-
- 5HMLHP HQWSDUW IRU . DLD ' DQD DVMKH52 & . -
- 7\$\* 6FLHQFH 1 DMXUH & RQIHUHQFH JUDGHV . -
- + LQJ \* U : DMU7HMQJ-
- VK \* UDGH %DQG & KRLU & RQFHUW
- 6VDM & DSLVRO) LKQ 7US VK \* UDGH-
- 1 R 6FKRROIURU6 VXGHQW 0 HP RUDO+ RQGD %JDN-
- 3URP -
- \$QQXDO<0 ( 0 XMF ' HSW %DQTXHMLQ / 7 -
- ( QGRI 4 W 6HP \* UGLOJ 3HURG-
- / DW D RI 6FKRROIURU6 VXGHQW-
- \* UDGXDMRQ IRUVKH & DW RI -
- 6VMI ' HYHSP HQW D 1 R 6FKRROIURU6 VXGHQW-
- 6VMI ' HYHSP HQW D 1 R 6FKRROIURU6 VXGHQW-

-

# Yellow Medicine East High School



2019-2020

Student Registration Guide

"HOME OF THE STING!"

# TABLE OF CONTENTS

Letter from the Principal.....	3
Welcome.....	4
Registration Guidelines.....	4
Graduation Requirements Checklist.....	5
Preparing for Academic Success.....	6
YME High School Career Academies.....	12
College Credits Available at YME.....	13
Requirements for Graduation.....	14
Four Year Plan Worksheet.....	16

## Course Descriptions

AgriScience/Agriculture.....	18
Art.....	21
Business.....	22
<u>Computers/Technology.....</u>	<u>23</u>
Family and Consumer Science.....	24
Industrial Technology.....	25
Language Arts.....	28
Mathematics.....	30
MRV CTE.....	32
MRVED Online Courses.....	35
Music.....	38
Physical Education & Health.....	39
Science.....	41
Social Studies.....	42
World Languages .....	44
Other/Miscellaneous.....	47
The Academy.....	48
Upward Bound.....	49

# Yellow Medicine East Middle/High School

## “Home of the Sting”

450 9th Avenue  
Granite Falls, MN 56241

Dear Sting Students and Parents/Guardians:

There has never been a more important time for students to gain a proper education. Many of the skills in the twenty-first century are based on the fundamental problem solving and critical thinking abilities that students gain at Yellow Medicine East High School.

The purpose of this registration booklet is to provide assistance to you in planning an appropriate, worthwhile, four-year, academic high school program. The variety of courses and the many challenges presented are designed to allow you unique learning opportunities.

Make careful course selections with your future goals in mind, as they must drive your future. Making wise choices in middle/ high school prepares you for the challenges that await you later in life! Remember that this is your education, and you need to seriously approach these selections. My personal hope for all students is that upon graduation every student has a plethora of opportunities available. With a solid educational foundation, a student can do whatever they choose to do!

The middle/high school staff, administration, Yellow Medicine East Board of Education, and community residents have worked hard to provide you with many educational advantages and opportunities. One of the greatest advantages of Yellow Medicine East Schools is a learning environment that is "large enough for quality education and small enough to care!" All of us wish you a rewarding and satisfying Sting school year!

Sincerely,



Mr. Ryan C. Luft  
Principal

## WELCOME TO YELLOW MEDICINE EAST MIDDLE/ HIGH SCHOOL!

Welcome to the registration process for the upcoming school year. This curriculum guide is designed to help you select courses that will prepare you for your future. Descriptions of all classes and special programs that are offered are included in this guide. Also, useful information on various post-secondary admission requirements is included to assist you in your decisions.

We hope that you will take ample time to explore this guide and carefully plan your schedule for your remaining educational years at Yellow Medicine East Schools. You are also encouraged to complete the tentative four-year plan worksheet.

When selecting your classes, consideration should be given to your interests, abilities, strengths and goals. With an abundance of choices available after high school, it is imperative that you begin now to build a strong foundation for your future. You are encouraged to work closely with your parents, teachers, and school counselor in order to make sound decisions.

**Please note that course changes will be difficult to make once registration has been completed.** Students should not expect to change their course selections after the registration process. Thus time and effort should be spent NOW in making sound course selection decisions.

### REGISTRATION GUIDELINES

1. Yellow Medicine East High School will graduate a student who has earned their required number of credits during grades 9-12. Students must earn 24 credits to be eligible for graduation. Please consult the graduation requirements checklist for specific course credit requirements. Credit requirements may change according to Board Policy.
2. All 9th - 12th grade students are required to register for courses at least six periods each semester. Exceptions to this are made for students participating in the PSEO program.
3. Students will be allowed only one study hall each semester (Seniors are allowed one study hall or senior privilege if they qualify).
4. Any student failing to meet a graduation credit requirement is expected to make up the deficiency during the succeeding semester. Students must repeat any course or be enrolled in a credit recovery program for which they have received a failing grade.
5. Course changes will be extremely difficult to make once the registration process has been completed. The course schedule is designed completely around student scheduling requests, thus students should not expect to change their course selections after the registration process each spring.

## YME High School - Graduation Requirements Checklist

**Student Name** \_\_\_\_\_ **Advisor:** \_\_\_\_\_

1st sem.	2nd sem.		LANGUAGE ARTS~4.0 credits [8 sem.]	ELECTIVES ~ 7.0 Credits		
+	=		English 9 - I			
+	=		English 10 - II			
+	=		English 11 - III			
+	=		English 12- English IV or PSEO			
			<b>CREDITS EARNED</b>			
1st sem.	2nd sem.		MATH~3.0 credits [Alg. I, II, Geometry or higher]			
+	=		9-			
+	=		10-			
+	=		11-			
			<b>CREDITS EARNED</b>			
1st sem.	2nd sem.		SOCIAL STUDIES ~ 4.0 Credits			
+	=		Civics 9/U.S. History [1.00 cr]			
+	=		US History 10			
+	=		World History/Geog. 11			
+	=		Economics (.50 credit/1 Sem.)			
	=		Social Elective Course: (.50 cr)			
			<b>CREDITS EARNED</b>	<b>CREDITS EARNED</b>		
1st sem.	2nd sem.		SCIENCE ~ 3.0 Credits	<b>TALLY OF TOTAL CREDITS EARNED</b>		
+	=		Physical Science	_____	Language Arts	
+	=		Biology	_____	Math	
+	=		Ag. Sci./CPC or _____	_____	Social Studies	
			<b>CREDITS EARNED</b>	_____	Science	
			PE/Health~1.0 Credit PE~0.50 Health	_____	Phy Ed	
+	=		9 - PE	_____	Health	
+	=		10-PE	_____	Computers	
+	=		10-Health	_____	Art	
			<b>CREDITS EARNED</b>	_____	Electives	
			COMPUTER APP ~ .50 Credit	<b>Total Credits [24.00]</b>		
	=		Computer Applications			
			<b>CREDITS EARNED</b>			
			ART ~ 1.0 Credit	<b>STATE TESTS</b>		
+	=			_____	Reading - 10th Gr. Test	
			<b>CREDITS EARNED</b>	_____	Science - After Biology	
			17.0 Required Credits	_____	Math - 11th Gr. Test	
				_____	ACT - 11th Gr. Test	
			Notes:			

## Preparing for Academic Success

### Minimum Admission Requirements For Public Universities and College PLANNING FOR GOING TO A 2 YEAR OR 4 YEAR COLLEGE POST SECONDARY EDUCATION REQUIREMENTS

The admission requirements for colleges and universities vary. It is the responsibility of the student to become familiar with the entrance requirements of potential institutions. This can be accomplished by viewing the perspective college websites, speaking with the school success coach or contacting schools directly. It is important for students to register for high school classes that will satisfy the entrance requirements of potential institutions. Students are also strongly encouraged to arrange a campus visit to those institutions they are considering. Admission factors considered by post-secondary institutions may include: class rank, grade point average, high school course selection, college entrance test scores (ACT or SAT for four year schools and Accuplacer for two year schools,) participation and leadership in school and community activities, a personal essay and recommendations.

	Minnesota	South Dakota	North Dakota	Wisconsin
<b>English</b>	4 Years	4 Years	4 Years	4 Years
<b>Math</b>	3 Years Algebra I Geometry Algebra II Recommend 4th Year U of MN ~ 4 Years	3 Years Algebra I Geometry Algebra II Recommend 4th Year	3 Years Algebra I Geometry Algebra II Recommend 4th Year U of ND/NDSU ~ 4 Years	3 Years Algebra I Geometry Algebra II Recommend 4th Year
<b>Science</b>	3 Years Physical Science Biology Chemistry or Lab Science Recommend 4th Year	3 Years Physical Science Biology Chemistry or Lab Science Recommend 4th Year	3 Years Physical Science Biology Chemistry or Lab Science Recommend 4th Year	3 Years Physical Science Biology Chemistry or Lab Science Recommend 4th Year
<b>Social Studies</b>	3 Years	3 Years	3 Years	3 Years
<b>World Language</b>	2 Years ~ Recommended	No	No	2 Years ~ Recommended
<b>Other Courses</b>	1 Year Creating or Performing Arts	.5 Computer Science AND 1 Year Performing Arts	No	2 Years

## 4-YEAR COLLEGE/UNIVERSITY ENTRANCE TEST REQUIREMENTS

### ACT's College Readiness Benchmarks

College Course	ACT Subject-Area Test	ACT Explore® Benchmark Grade 8	ACT Explore® Benchmark Grade 9	ACT Plan® Benchmark	The ACT® Benchmark
English Composition	English	13	14	15	18
College Algebra	Mathematics	17	18	19	22
Social Sciences	Reading	16	17	18	22
Biology	Science	18	19	20	23

## 2-YEAR TECHNICAL/VOCATIONAL ENTRANCE TEST REQUIREMENTS ~ ACCUPLACER

<u>Placement</u>	<u>Minimum Score</u>	<u>ACCUPLACER Subtest</u>
College-level reading	78	Reading Comprehension
College-level writing	78 and 86	Reading Comprehension Sentence Skills (optional additional measure for college-level writing)* * If a college or university opts to use the Sentence Skills subtest as an additional measure, the minimum scores must be attained for both subtests.
College Algebra	76 and 50	Elementary Algebra College Level Mathematics Both scores are required. A student attaining the minimum scores or higher on both subtests shall be placed in College Algebra.

## MINNESOTA COMMUNITY COLLEGE ADMISSION REQUIREMENTS

The basic requirement to enter one of Minnesota's 20 community colleges is a high school diploma. Certain programs within the community colleges may have additional admission requirements.

## MINNESOTA TECHNICAL COLLEGE ADMISSION REQUIREMENTS

A high school diploma or GED certificate is the basic requirement to enroll at one of Minnesota's 34 technical colleges. Certain programs may require additional admission requirements.

## MINNESOTA PRIVATE COLLEGE ADMISSION REQUIREMENTS

There are 24 private colleges in the state of Minnesota. The admission requirements for these two-year and four-year institutions vary greatly. Students are strongly encouraged to contact prospective schools or their school success coach for admission information.

## MILITARY SERVICE

All military branches now require a high school diploma for entrance. Students interested in any of the four military branches or one of the military academies should consult a military recruiter or school counselor for more information.

## PLAN ON BEING AN NCAA DIVISION I OR II ATHLETE IN COLLEGE?

If you are planning to be a college athlete at either a Division I or Division II school, you will need to register with the NCAA Clearinghouse at [www.eligibilitycenter.org](http://www.eligibilitycenter.org). In addition, you will need to make sure you meet the initial eligibility requirements.

Students planning to play Division I athletics must have:

- 16 Core Courses: 4 years of English, 3 years of Math (Algebra I or higher), 2 years of natural/physical science, 2 years of social science, 1 extra year of English, math or science, and 4 additional core courses from any area listed above and/or foreign language, philosophy or comparative religion.
- Beginning in August 2016, Division I athletes will be required to complete 10 of the core courses prior to their seventh semester (before senior year). Seven of the 10 courses must be a combination of English, math, natural or physical sciences.

Students planning to play Division II athletics must have:

- 16 Core Courses: 3 years of English, 2 years of Math (Algebra I or higher), 2 years of natural/physical science, 2 years of social science, 3 years of additional English, math or natural/physical science and 4 years of additional coursework from any area above, foreign language, philosophy or comparative religion.

**(RUtR)- Ramp-Up to Readiness™** is a guidance program that helps students in grades 6 through 12 reach the following goals by the end of high school: •Academic Readiness

- Admissions Readiness
- Academic Readiness
- Career Readiness
- Financial Readiness
- Personal & Social Readiness



<b>9th Grade</b>	<b>Meeting YME Milestones for Career &amp; College Readiness</b>	
Orientation for 9th grade students	Register for Classes, Course Planner, Credit Checker - establish a 4 year plan	
9th Grade YME Benchmarks	MCA, Local Assessments	
High School Transition	H.S. Requirements, Study Skills, Academic Goals, Organizational skills	
Ramp Up to Readiness Advisory Program	Pillar/ Academic/Admissions/Career/Financial/Personal & Social	WEEKLY
4 Year/Post-Secondary Plan	Pillar/ Academic Readiness: Assessment of 5 Pillars	SEPT/MAY
Readiness Rubric	Pillar/Academic Readiness: Needs Assessment Grades, Credit Check, SMART Goals	NOV/FEB/APR
YME Career Day - MN West 2 Year College Visit	Pillar/ Career Readiness	NOV
Student Led Conferences	Parent/School Engagement to support student readiness	NOV
College Rep (2 & 4 Yr) /Military Group Presentation	Pillar/ Admission Readiness	SEPT-May
Parent/Teacher Conferences	Pillar/ Academic Readiness 4 Year Plan	FEB
Youth Frontiers/ YMIC Event	Pillar / Personal/Social Readiness	NOV-FEB
Career & College Day - YMIC MN West	Pillar/ Admission Readiness/Career Readiness	FEB-MARCH
MCA & Local Assessments	Pillar/Academic Readiness/Admissions Readiness	SEPT-MAY
Course Planning, Schedule, Registration	Pillar/ Admissions Readiness: Course Planner/Credit Checker	FEB/MAR
<b>10th Grade</b>	<b>Meeting YME Milestones for College and Career Readiness</b>	
Transition to Sophomore Year - Readiness Rubric	Academic Readiness: Needs Assessment Grades, Credit Check, SMART Goals	NOV/FEB/APR
CTE ( Career Tech Education)	Available to any 10th grade student who has passed the 8th Grade Reading MCA Test	SEM 1/ SEM 2
Ramp Up to Readiness Advisory Program	Pillar/ Academic/Admissions/Career/Financial/Personal & Social	WEEKLY
4 Year/Post-Secondary Plan	Pillar/ Academic Readiness: Assessment of 5 Pillars	SEPT/MAY
	Pillar/ Academic Readiness: Test Preparation	YME Career & College Day
Career Expo: SMSU - YMIC Event	Pillar/Career Readiness/Admissions Readiness	SEPT
Career Interest and College Admission PSAT Test	PSAT - Open to any sophomore. Cost is \$18.00	OCT
MCA & Local Assessments	Pillar/Academic Readiness/Admissions Readiness	SEPT-MAY
Student Led Conferences	Parent/School Engagement to support student readiness	NOV
College Rep( 2 & 4 Yr) /Military Group Presentation	Pillar/ Admission Readiness	SEPT-MAY
Parent Teacher Conferences	Pillar/ Academic Readiness 4 year Plan	FEB
2 Year or 4 Year College Visit	Pillar/ Academic/Admissions/Career/Financial/Personal & Social	TBD
Course Planning, Schedule, Registration	Pillar/ Admissions Readiness: Course Planner/Credit Checker	FEB/MAR

<b>11th Grade</b>	<b>Meeting YME Milestones for College and Career Readiness</b>	
Transition to Junior Year - Readiness Rubric	Academic Readiness: Needs Assessment Grades, Credit Check, SMART Goals	NOV/FEB/APR
PSEO ( Post Secondary Education Options)	Available to students in the top 1/3 of their class with a 3.0 GPA or better	SEM 1 / SEM 2
Ramp Up to Readiness Advisory Program	Pillar/ Academic/Admissions/Career/Financial/Personal & Social	WEEKLY
4 Year/Post-Secondary Plan	Pillar/ Academic Readiness: Assessment of 5 Pillars	SEPT/MAY
Test Taking Strategies ( ACT PREP)	Pillar/ Academic Readiness: Test Preparation	SEPT-APRIL
PSAT Test Optional - Nat'l Merit Qualifier	PSAT Test is open to any Junior Fee: \$18.00	OCT
ASVAB Test - Career Exploration	Pillar/ Career Readiness	NOV/DEC
ACT Test	Pillar/Academic Readiness/Admissions Readiness, given during the school day.	FEB OR APRIL
Student Led Conferences	Parent/School Engagement to support student readiness	NOV
MCA & Local Assessments	Pillar/Academic Readiness/Admissions Readiness	SEPT-MAY
College Visits	1 Day Excused to visit college campuses and 1 is school sponsored (November).	SEPT-MAY
College Fair/Business Tours SMSU/ SW MN Region- YMIC	Pillar/ Admissions Readiness/ Career Readiness	OCT
College / Military Rep Visits	Pillar/Admissions Readiness * Must choose 2 visits on YME campus/ year	SEPT-MAY
Parent /Teacher Conferences	Pillar/ Academic Readiness	FEB
College Experience SMSU -YMIC	Pillar/ Academic/Admissions/Career/Financial/Personal & Social	MAR
FAFSA Education	Pillar/Financial Readiness Parent/Student	STUDENT LED CONFERENCES
Course Planning, Schedule, Registration	Pillar/ Admissions Readiness: Course Planner/Credit Checker	FEB/MAR
<b>12th Grade</b>	<b>Meeting YME Milestones for College and Career Readiness</b>	
Senior College & Career Planning Session	Meet with YME Success Coach & Parent	AUGUST
Graduation Requirements	Pillar/ Academic Readiness: Course Planner/Credit Checker	AUGUST
Transition to Senior Year - Readiness Rubric	Academic Readiness:Needs Assessment Grades, Credit Check, SMART Goals	NOV/FEB/APR
PSEO ( Post Secondary Education Options)	Available to students in the top 1/2 of their class with a 3.0 GPA or better	SEM 1 / SEM 2
Ramp Up to Readiness Advisory Program	Pillar/ Academic/Admissions/Career/Financial/Personal & Social	WEDNESDAYS WEEKLY
4 Year/Post-Secondary Plan	Pillar/ Academic Readiness: Assessment of 5 Pillars	SEPT/MAY
Test Taking Strategies ( ACT PREP)	Pillar/ Academic Readiness: Test Preparation	SEPT-MARCH
College Apps, Resumes, Scholarship (PREP)	Pillar/ Admissions/Career/Financial Readiness	SEPT-FEB
Student Led Conferences	Parent/School Engagement to support student readiness	NOV
YME Career Day	Pillar/ Academic/Admissions/Career/Financial/Personal & Social	NOV/DEC
FAFSA Education	Pillar/Financial Readiness Parent/Student	STUDENT LED CONFERENCES
Scholarship Exploration	Pillar/Admissions Readiness	SEPT-MAY
MCA & Local Assessments	Pillar/Academic Readiness/Admissions Readiness	SEPT-MAY
College / Military Rep Visits	Pillar/Admissions Readiness * Must choose 2 visits on YME campus/ year	SEPT-MAY
College Visits	2 Days Excused to visit college campuses and 1 school sponsored day in October/November.	SEPT-MAY

## Campus Visit Checklist

### How to Make the Most of Your Trip

Visiting a college campus helps you get a sense of what a college — and life at that college — is like. This can help you decide whether the college is right for you.

When planning your campus visits, make sure to allow time to explore each college. While you're there, talk to as many people as possible. These can include college admission staff, professors and students. Below are some other things you can do while visiting. Note that some activities, such as meeting with an admission officer or staying overnight in a dorm, might need to be set up in advance.

### *Gather Information*

Find out what you need to do to apply and see if the college's class and major offerings are what you want:

- Take part in a group information session at the admission office.
- Interview with an admission officer.
- Pick up financial aid forms.
- Sit in on a class that interests you. If classes aren't in session, just see what the classrooms are like.
- Meet a professor who teaches a subject that interests you.
- Talk to students about what they think of their classes and professors.
- Get the names of the people you meet and their business cards so you can contact them later if you have questions.

### *Explore the Campus*

Get a feel for student life and see if this college is a place where you will do well:

- Take a campus tour.
- Talk to current students about life on campus and the college.
- Check out the freshmen dorms and stay overnight with a student, if possible.
- Visit the dining hall, fitness center, library, career center, bookstore and other campus facilities.
- Talk to the coaches of sports that you may want to play.
- Walk or drive around the community surrounding the campus.

### *Check Out Campus Media*

Tune in to learn what's happening on campus and what's on students' minds:

- Listen to the college radio station.
- Read the student newspaper.
- Read other student publications, such as department newsletters, alternative newspapers and literary reviews.
- Scan bulletin boards to see what daily student life is like.
- Go to the career center and learn what services it offers.
- Browse the school's website and any campus blogs.

### *Questions to Ask During Your Visit*

Here are some questions you may want to ask your tour guide or students you meet on campus:

- What are the best reasons to go to this college?
- What's it like to go from high school to college?
- What do you do in your free time? On the weekends?
- What do you love about this college?
- What do you wish you could change about this college?
- Why did you choose this college?
- What is it like to live here?

**Yellow Medicine East High School Career Academies** are formed in collaboration with Minnesota West Community and Technical College, Southwest Minnesota State University, Private Industry Council and many regional and local businesses. This unique opportunity creates a free-flowing communication link between K-12 and higher education institutions, employers and local communities in an effort to help the next generation of workforce become better prepared to meet the demands of local employers. Student who complete an academy area will be recognized at graduation and the honors ceremony.

<p><b>Building Trades/Carpentry Academy</b></p> <ul style="list-style-type: none"> <li>● Art Electives</li> <li>● Mechanical Drafting or Architectural Drafting</li> <li>● Careers</li> <li>● Intro to Woods</li> <li>● Advanced Woods</li> <li>● Basic Repair</li> <li>● Construction Trades Cluster</li> <li>● MRV CTE Courses</li> <li>● Internship <ul style="list-style-type: none"> <li>○ OJT</li> </ul> </li> </ul> <p><b>Early Childhood/Education Academy</b></p> <ul style="list-style-type: none"> <li>● Family &amp; Teen Issues</li> <li>● Child Development</li> <li>● Family Life</li> <li>● Careers</li> <li>● Psychology</li> <li>● Sociology</li> <li>● Sting Mentorship</li> <li>● College Now Sociology</li> <li>● College Now Psychology</li> <li>● MRV CTE Courses</li> <li>● Internship <ul style="list-style-type: none"> <li>○ Early Childhood or Elementary</li> <li>○ OJT</li> </ul> </li> </ul> <p><b>Introduction to Business/Marketing Academy</b></p> <ul style="list-style-type: none"> <li>● Accounting I</li> <li>● Accounting II</li> <li>● Business Exploratory</li> <li>● Marketing I</li> <li>● Internship <ul style="list-style-type: none"> <li>○ OJT</li> </ul> </li> </ul> <p><b>Career Exploration Academy</b></p> <ul style="list-style-type: none"> <li>● Careers</li> <li>● Personal Finance</li> <li>● Internship <ul style="list-style-type: none"> <li>○ OJT</li> </ul> </li> </ul>	<p><b>Intro to Manufacturing/Welding Academy</b></p> <ul style="list-style-type: none"> <li>● Introduction to Welding/Adv Welding</li> <li>● Careers</li> <li>● Mechanical Drafting</li> <li>● Small Gas Engines</li> <li>● Manufacturing Cluster</li> <li>● MRV CTE Courses</li> <li>● Internship <ul style="list-style-type: none"> <li>○ OJT</li> </ul> </li> </ul> <p><b>Introduction to Pre-Engineering</b></p> <ul style="list-style-type: none"> <li>● Introduction to Welding/Adv Welding</li> <li>● Careers</li> <li>● Mechanical Drafting or Architectural Drafting</li> <li>● College Now REACH General Chemistry</li> <li>● Physics</li> <li>● College Now Precalculus and Calculus</li> <li>● College Now College Algebra</li> <li>● MRV CTE Courses</li> <li>● Internship <ul style="list-style-type: none"> <li>○ OJT</li> </ul> </li> </ul> <p><b>Computer Aided Drafting Career Academy</b></p> <ul style="list-style-type: none"> <li>● Art Electives</li> <li>● Advanced Computer Apps</li> <li>● Mechanical Drafting and Architectural Drafting</li> <li>● Careers</li> <li>● Graphic Design</li> <li>● MRV CTE Courses</li> </ul>	<p><b>Agricultural Foods/Nutrition Academy</b></p> <ul style="list-style-type: none"> <li>● Ag Exploration</li> <li>● Careers</li> <li>● Ag Science/Environmental</li> <li>● Horticulture I &amp; II</li> <li>● Creative Foods</li> <li>● Foods and Nutrition</li> <li>● Plant Science</li> <li>● Internship <ul style="list-style-type: none"> <li>○ OJT</li> </ul> </li> </ul> <p><b>Administrative Assistant Academy</b></p> <ul style="list-style-type: none"> <li>● Careers</li> <li>● Record Keeping</li> <li>● Advance Computer Applications</li> <li>● Internship <ul style="list-style-type: none"> <li>○ OJT ~ Office Assistant</li> </ul> </li> </ul> <p><b>Pre-Medical/Health Careers Academy</b></p> <ul style="list-style-type: none"> <li>● Anatomy</li> <li>● College Prep Chemistry</li> <li>● MRV CTE Courses</li> <li>● College Now Pre Calculus or College Now College Algebra</li> <li>● REACH Survey of Chemistry</li> <li>● MRV CTE Courses</li> </ul> <p><b>Renewable Energy</b></p> <ul style="list-style-type: none"> <li>● Basic Repair</li> <li>● Careers</li> <li>● Renewable Energy</li> <li>● Ag. Science/Environmental Science</li> <li>● MRV CTE Courses</li> <li>● Internship <ul style="list-style-type: none"> <li>○ OJT</li> </ul> </li> </ul>
--	--	---

## COLLEGE CREDITS AT YELLOW MEDICINE EAST

The following College Now and PSEO courses may be taken at Yellow Medicine East High School for college credit. ( ) designates college credits earned per semester or year. See YME Success Coach for eligibility verification and parent permission form to take PSEO classes.

### SMSU College Courses taught at YME

PSEO College Now Intro to Psychology	(3) Semester
PSEO College Now Intro to Sociology	(3) Semester
PSEO College Now Academic Writing	(4) Semester
PSEO College Now Intro to Literature	(3) Semester
PSEO College Now Introduction to Speech	(3) Semester
PSEO College Now College Algebra	(3) Semester
PSEO College Now Calculus	(5) Year
PSEO College Now Pre-Calculus	(5) Year

### MN West College Courses taught at YME

PSEO REACH Survey of Chemistry	(4) Year
PSEO REACH General Chemistry	(3) Year
Introduction to Medical and Health Careers	(2) Semester
Introduction to Manufacturing and Engineering	(3) Semester
Electrical Controls	(5) Semester
Information Technology Exploration	(2) Semester
Child Development ~ Articulation Agreement	
Nursing Assistant	(3) Semester
Networking Basics	(2) Semester
Introduction to Education	(3) Semester
Introduction to Traditional and Renewable Energy	(3) Semester
Introduction to Carpentry ~ Articulation Agreement	

**\*\*YME has a strong partnership with MN West Community and Technical to offer a variety of courses online. Please stop in and see the Success Coach for more information.**

### PINE TECH College Course

ITV-PSEO American Sign Language I & II	(3) Semester
ITV-PSEO American Sign Language III & IV	(3) Semester

# Requirements for Graduation

## High School Requirements = 24.0 Credits:

4.0 credits	Language Arts	8 semesters
3.5 credits	Social Studies	7 semesters
0.5 credits	Economics	1 semester
3.0 credits	Science	6 semesters
3.0 credits	Math	6 semesters
1.0 credits	Physical Education	2 semesters
0.5 credits	Health	1 semester
<del>0.5 credits</del>	<del>Computer Applications</del>	<del>1 semester</del>
1.0 credits	Fine Arts/Art Standards	2 semesters

REQUIRED: ~~17.0~~6.5

ELECTIVES: 7.05

TOTAL: 24.0

## Required Testing:

Civics	Civics ~ End of Course
Reading	Grade 10
Science	Biology ~ End of Course
Math	Grade 11

## Optional: College & Career Assessment Testing

PreACT	Grade 10
PSAT 10/11	Grade 10 & 11 - Optional October Test
ACT	Grade 11 (District Test @YME ) February
ACT	Grade 10-12 (National Test @ YME ) - October
ASVAB	Grade 11
Accuplacer	Grade 11 & 12

## Post Secondary Options:

- Sophomore can attempt 1 CTE MN West Course with Passing Score on the 8th Grade MCA Reading Test
- Junior with a 3.0 GPA, top third of class, or 22 ACT score
- Senior with a 3.0 GPA, top half of class, or 22 ACT Score

## College in the School:

- College Now (SMSU) and REACH (MN West) programs are taught on site by YME teachers.

# SEMESTER GRADING AND SEMESTER CREDIT

Based upon passing grades, credits are permanently recorded at the end of each semester on the following basis:

- Full year courses meeting one period per day
  - .5 credit for semester 1
  - .5 credit for semester 2
- Semester courses meeting one period per day
  - .5 credit
- PSEO Credits are accepted as follows:
  - 4 PSEO Credits = 1.00 YMEHS Credit
  - 3 PSEO Credits = .75 YMEHS Credit
  - 2 PSEO Credits = .50 YMEHS Credit
  - 1 PSEO Credit = .25 YMEHS Credit

## ONLINE LEARNING OPTION

[Note: The provisions of this policy substantially reflect the statutory requirements of Minn. Stat. § 124D.095 (2003), the Online Learning Option Act.]

### Purpose

The purpose of this policy is to recognize and govern online learning options of students enrolled in the school district for purposes of compulsory attendance.

### Guidelines

All students who are in grades 10 ~ 12 are eligible to take online courses on the Yellow Medicine East High School campus. Students that take an online course in place of a core required course must have prior approval to make sure it meets core requirements. Any student, who fails to complete a course or is deficient, will not be allowed into the OLL lab. Students will not be allowed to substitute core classes through online without prior approval from the High School Principal. Students will not be allowed to take online classes without a signed permission form which requires the parent's approval and signature.

**PLEASE NOTE:** PSEO College Courses have a heavier weight or credit value. A typical high school semester class has a weight of .50, most college courses have a .75 or 1.0 weight for a semester class. The semester grade earned/received for a PSEO college course is included in a student's quarter 2 and/or quarter 4 high school GPA calculation, whichever semester the course is taken in. It will have a bigger impact on your GPA due to the higher weight of the course.

## WITHDRAWALS AND PREREQUISITES

Withdrawals from Class/Courses ~ Students may drop a class up to four days after the start of a class if there is a legitimate reason and there is room in another class at that time. No changes will be made and the student must continue to attend the class they are attempting to change/drop until the process is completed. Special permission to drop a class after the four day period may be granted in special circumstances (student must complete a request form). Students will meet with the Middle/High School Principal or Success Coach (pre-arranged appointment) to complete a drop/add form and then it is the student's responsibility to complete the form in its entirety. **Dropping a class after the four day period results in a no credit for the dropped class. A grade of "F" will be recorded for the dropped class at this time.** Students may make schedule changes for legitimate reasons prior to the beginning of a semester without affecting credits/grades. \*\* Dropping a PSEO college course has a significant impact on your college and high school transcripts, please review the PSEO Agreement Memo before taking a college course. The YME Success Coach has copies of that agreement.

Prerequisites A "prerequisite" is a subject, which is required before you can take certain other subjects. Please study carefully the descriptions in this booklet to learn whether or not subjects have prerequisites.

# Four-Year Worksheet

The following grids can be used to develop a plan for a student's four years of high school.

<b>9th Grade</b>	<b>Sem 1</b>	<b>Sem 2</b>
English	English I or Academy English	
Social Studies	US History/Civics	
Science	Physical Science	
Required	PE 9	<del>Computer Apps</del> Elective
Math	Algebra I or Geometry	
Career Academy		
Elective:	Elective:	Elective:
Elective:	Elective or Study Hall	Elective or Study Hall

<b>10th Grade</b>	<b>Sem 1</b>	<b>Sem 2</b>
English	English II	
Social Studies	US History 10	
Science	Biology	
Required	PE 10/Health	
Math	Geometry or Algebra II	
Career Academy		
Elective	Elective:	Elective:
Elective	Elective or Study Hall	Elective or Study Hall

<b>11th Grade</b>	<b>Sem 1</b>	<b>Sem 2</b>
English	English III or College Prep English	
Science	Chemistry in the Community, College Prep Chemistry, REACH Survey of Chemistry, REACH General Chemistry, or Agriculture Science	
Social Studies	World History/Geography	
Math	Algebra II or or College Level	
Career Academy		
Elective	Elective:	Elective:
Elective	Elective:	Elective:
Elective	Elective or Study Hall	Elective or Study Hall

<b>12th Grade</b>	<b>Sem 1</b>	<b>Sem 2</b>
English	English IV, College Prep English or College Now Academic Writing and College Now Intro to Literature	
Social Studies	Economics	Social Elective
Math	Recommended	Recommended
Science/CTE	Recommended	Recommended
Career Academy		
Elective	Elective:	Elective:
Elective	Elective:	Elective:
Elective	Elective or Study Hall	Elective or Study Hall

# AGRICULTURE

## **Agriculture Exploration**

**Prerequisite** None

**Grade(s):** 9 ~ 10

**Semester Course - HS Credit = 0.50**

A class that looks at all the areas that pertain to an Agricultural department. This class will also tie in FFA as a part of the class. **Major units of Instruction:** Mechanics, Ag. Science, Horticulture, Natural Resources, and Leadership.

## **Horticulture I**

**Prerequisite** None

**Grade(s):** 9 ~ 12

**Semester Course - HS Credit = 0.50**

Horticulture I is an introductory class to the art and science of plants and their development. Much of the class will be lecture oriented with emphasis on horticulture terms, practices, and technology. The course will also offer hands on opportunities in seed germination and plant development by monitoring and recording plant growth in a lab setting. Floral Design will also be included. **Note:** This class is a prerequisite to Horticulture II

## **Horticulture II**

**Prerequisite** Horticulture I

**Grade(s):** 9 ~ 12

**Semester Course - HS Credit = 0.50**

Horticulture II is an advanced class that deals with in depth plants and the application of horticultural practices. Much of the class will be hands on learning in a lab setting as well as in our community. This course will target the economic, social, and health benefits of growing plants as well as give the students a chance to seek horticulture as a career.

## **Small Engines**

**Prerequisite:** None

**Grade(s):** 9 ~ 12

**Semester Course - HS Credit = 0.50**

Students will learn how to disassemble, rebuild and calibrate a Briggs & Stratton engine. They will also need to find their own small engine that needs work. **Major units of Instruction:** Safety, maintenance, troubleshooting, carburetion systems, compression systems, and proper use of measuring tools.

## **Adv. Small Engines**

**Prerequisite:** Small Engines

**Grade(s):** 9 ~ 12

**Semester Course - HS Credit = 0.50**

Continuation of students will learn how to disassemble, rebuild and calibrate a Briggs & Stratton engine.

## **Industrial Construction Methods**

**Prerequisite:** None

**Grades:** 11 ~ 12

**Semester Course ~ HS Credit = 1.00**

**Block:** 2 class periods

Meets on Tuesday, Wednesday, Thursday & Friday from 8:00 am ~ 9:30 am at the Fagen Warehouse-Granite Falls.

Industrial Construction Methods is a course in which students will learn skills and knowledge related to residential and commercial construction. Students will address a broad range of topics relevant to a challenging and constantly changing industry. The construction course content will prepare the student for entry-level employment or continue their education in a post-secondary program.

## **Agricultural Science**

### **Prerequisite Physical Science 9 & Biology**

**Grade(s): 11 ~ 12** \*Meets 3rd year Science Requirement

**Year Long Course - HS Credit = 1.00**

An Ag. class that would give the student a science credit toward their graduation. **Major units of Instruction:** Forestry, Crops, Soils, Renewable Energy and Animal Science. **Note:** According to present MN Standards this course will meet science graduation requirements. It may or may not meet the college entrance requirements.

# 2019 ~ 2020

## **Intro to Welding**

**Prerequisite None**

**Grade(s): 9 ~ 12**

**Semester Course - HS Credit = 0.50**

Students will learn the basic fundamentals of arc and wire-feed welding. Students need to perform approximately 70 welds, then design and make a project. Major units of Instruction: Safety, arc welding, wire-feed welding, oxy-acetylene cutting, plasma arc cutting and TIG welding

## **Advanced Welding**

**Prerequisite Intro to Welding**

**Grades 10 ~ 12**

**Semester Course - HS Credit = 0.50**

This course will be offered second semester only. This is primarily a project oriented course. Students will layout design, calculate material costs, repair and or fabricate personal projects. Further development of welding techniques with pipe, mild steel, aluminum and stainless steel using arc, MIG and TIG processes will also be options.

# 2020 ~ 2021

## **Geographic Information Systems I & II**

**Prerequisite None**

**Semester Course - HS Credit = 0.50**

**Grade(s): 9 -12**

This is a computer-based and geo-reference based course designed for students with interest in natural resources, engineering, historical, and social systems. Students in this course will be using Geographic Positioning Systems (GPS) in conjunction with Geographic Information Systems (ARCGIS 10.0) to create and manipulate maps that can be applied to thousands of geo-spatial situations to make decisions. This course examines principles, capabilities, and limitations of digitizing information spatially using GIS. Students will also examine how GIS can be used in a variety of career fields which can improve your employability and wages in future career. GIS software analyzes selected environmental, social, and economic issues through spatial analysis

## **Manufacturing Career Cluster**

**Prerequisite Welding, Advanced Welding**

**Spring Course/Two Hour Block - HS Credit = 1.00**

**Grade: 10 ~ 12**

This is a collaborative effort between Yellow Medicine East High School, Private Industry Council, Minnesota West ~ Granite Falls and Customized Training. Students will be able to earn employable skills in the areas of Welding, Machining and Machine Operations. The vision for this class is to have students graduate with an employable skill set for regional industry.

# Other Agriculture Opportunities

## **Individual Ag Credit:**

**Prerequisite None**

**Grade 12**

**Semester Course - HS Credit = 0.50**

**Must take in lieu of a Study Hall**

Students that are interested in doing articulation agreements with various colleges or enroll in an online class. Possible Articulation Agreement: Ridgewater College, SMSU- Marshall, SDSU, NDSU, U of MN, and U of MN Crookston

## **Agriculture Leadership**

**Prerequisite Instructor's Permission**

**Grades 11 ~ 12**

**Semester Course - HS Credit = 0.50** ∞ **Instructor permission and signature required**

**Must take in lieu of a Study Hall**

This course is designed for FFA members. The content of this course work is to develop leadership, and work skills.

## **Project Based Agriculture Project**

**Prerequisite Instructor's Permission**

**Grades 11 ~ 12**

**Semester Course - HS Credit = 0.50** ∞ **Instructor permission and signature required**

**Must take in lieu of a Study Hall**

This an independent study course to be taken over the summer under the direct supervision of the Ag. Instructor. It is designed to give students a "hands on" experience in a community based or family based agricultural operation. It requires verification of projects done and the effect those projects have. **\*\*NOTE:** Ag. may be taken for credit ONCE during high school. All require the Ag. Instructor's written approval. All are graded with a letter grade.

## **OJT Agriculture - Agriculture Placement Work-Based Learning**

**Prerequisite Instructor's Permission**

**Grade(s): 11 ~ 12**

**Semester Course - HS Credit = 0.50 or Full Year Course - HS Credit 1.00 ~**

**Must take in lieu of a Study Hall**

NOTE: Must Have Instructor's Written Permission/Signature on Registration Form.

This course includes a classroom and workplace component. The first week of each quarter and the last Tuesday of each quarter will be spent in the Ag. Ed. classroom. Materials to be covered in the classroom will be a career assessment, letter of application, resume and a quarterly reflection paper. The Work-Based Learning assignments will include completion of weekly work reports, a job contract and quarterly assessment. The student will also make a weekly journal entry, all assignments will be kept in a portfolio in the Ag Ed Classroom. Termination or lack of employment will result in a failing grade. Job hours must be completed but are not limited to the hours that are assigned for this class. Ten hours of work per week are required.

# ART

•Please note that there may be a nominal class fee charged for art class supplies.

## 2019 ~ 2020

### **Art Foundations**

**Pre-Req. None**

**Grades 9-12 ~ Online**

**Semester Course – HS Credit=0.50**

Art Foundations online inviting, comprehensive course for high school students. This course includes interactive activities and hands on projects. This course is designed to enrich the lives of its participants through discovery and creative problem solving. It provides students with a broader perception of art and its connection to us. The course was designed around the following key concepts: Meaningful, hands-on learning experiences that allow for personal growth and creative expression; Integration of aesthetics, art criticism, art history, and production; Sequentially planned experiences that build on concepts and provide learning opportunities. Throughout this course, students will keep a sketchbook and develop an art e-portfolio featuring selected works of art. In addition, students will self-examine completed works in an effort to foster a sense of accomplishment and commitment to high standards of art production.

### **Cultural Ceramics**

**Pre-Req. None**

**Grades 9-12**

**Semester Course – HS Credit=0.50**

We will explore various types of clay using hand building and wheel thrown methods from cultures around the world. We will explore both traditional and non-traditional forms, methods of creating and ceramic firing. Cultures especially noted for ceramics include the Chinese, Cretan, Greek, Persian, Mayan, Japanese, and Korean cultures, as well as the modern Western cultures.

### **Drawing: People, Places and Things**

**Pre-Req. None**

**Grades 9-12**

**Semester Course – HS Credit=0.50**

Method drawing: Step by step to teach you the basics. Example, drawing a caricature is either a portrait that exaggerates or distorts the essence of a person or animal. This course works for the beginner and the more advanced art student.

### **Painting Intro**

**Pre-Req. None**

**Grades 9-12**

**Semester Course – HS Credit=0.50**

This is an introductory course that covers the basic painting techniques with an emphasis on classic and contemporary applications of watercolor and acrylic media. Topics include the use of composition, color, texture, form and value through still life, landscape, portrait, figure and old masters reproduction.

### **Commercial Photography**

**Pre-Req. None**

**Grades 9-12**

**Semester Course – HS Credit=0.50**

This course works towards develop the next generation of visually expressive, fashion, documentary, editorial, portrait and advertising and school photographers.

# 2020 ~ 2021 (ART continued)

## **Draw What You See**

**Prerequisite:** None

**Grades 9-12**

**Semester Course – HS Credit=0.50**

Working with pencil in various methods to improve drawing skills. You will be working with photographs and from objects. Focus areas: Chiaroscuro: an effect of contrasted light and shadow Perspective: Linear perspective drawing is the art of depicting a three-dimensional (3D) image onto a two-dimensional (2D) flat surface.

## **Digital Portraits/Photo Editing**

**Prerequisite:** None

**Grades 9-12**

**Semester Course – HS Credit=0.50**

The intent is to go from a photo showing the appearance of the person or object, and use artistic insight to create personality, character, status, the place and time they lived, the environment in which they live or simply showing beauty through the lens.

\*For Articulated College Credit (ACC) to qualify, you need two photography courses and master all the objectives and achieve a B for your final grade 3 college credits.

## **Sculpture**

**Pre-Req. None**

**Grades 9-12**

**Semester Course – HS Credit=0.50**

Explore form, scale, proportion, surface and narrative possibilities of the material by learning various hand-building techniques while making ceramic sculpture. Learn some basics of making ceramic sculpture and three-dimensional art and finding ways how to incorporate that knowledge to your ceramic making.

## **Painting from the Masters**

**Prerequisite:** None

**Grades 9-12**

**Semester Course – HS Credit=0.50**

Artists for generations have improved their skill and style by learning how to imitate artworks from major artists. You will view and study a particular styles of art to recreate artworks. Learning painting techniques, tips and tricks and concepts from looking at original works of art in Minneapolis Institute of Art and other museums.

# **BUSINESS**

## **Business Exploratory**

**Prerequisite:** None

**Grade(s): 9-12**

**Semester Course – HS Credit = 0.50**

This course will introduce students to the business world. Students will hear from local business people and tour a business. Students will explore various economic systems, types of ownership, business and financial management, consumer decision making, consumer rights and responsibilities, communication, and leadership. Students will look at business activities locally and internationally.

### **Employment Skills**

**Prerequisite:** None

**Grade(s):** 9–12

**Semester Course – HS Credit = 0.50**

This class will focus on how to get a job and keep a job! First students will review their resume and practice some interview skills to land a job. Then we will look at various management styles they may encounter as an employee. We will also cover essential communication skills, listening skills, and how to develop their customer service skills. Students will create presentations both individually and collaboratively. The importance of being able to succeed as a team will be emphasized. In addition, students will gain understanding and insight on working in a culturally diverse work setting.

### **Exploration of Financial Fundamentals**

**Prerequisite:** None

**Grade(s):** 9–12

**Semester Course – HS Credit = 0.50**

This course is an introduction to the world of finance and accounting. Students will learn about the basic financial statements used personally or in a business, including income statements and balance sheets. They will gain an understanding of debits, credits, assets, liabilities, equity, receivables, payables, inventory systems, and depreciation. Students will also look at a variety of financial products and strategies.

# **COMPUTERS/TECHNOLOGY**

### **Computer Applications**

**Prerequisite:** None

**Grade(s):** 9–12

**Semester Course – HS Credit = 0.50**

Computer applications will teach the students how to use numerous types of software applications. The skills that they learn will allow them to process data at home and at school. The course focuses on learning the Microsoft Office Suite of applications, and google applications. Word processing, spreadsheets, presentations, graphic organizers, drawing, and Internet skills will be taught during the semester. This course is a prerequisite for all other technology courses.

### **Advanced Computer Applications**

**Prerequisite:** Computer App.

**Grade(s):** 9–12

**Semester Course – HS Credit = 0.50**

This course will introduce students to a variety of computer applications. They will extend their knowledge of Microsoft Office and google applications. In addition, students will improve their internet research skills and presentation skills. They will create a variety of products including multimedia projects and web pages. Students will also use an assortment of web 2.0 tools.

### **Digital & Desktop**

**Prerequisite:** Computer Apps

**Grade(s):** 9–12

**Semester Course – HS Credit = 0.50**

Students will demonstrate their creativity and artistic talent in the digital world. They will be working with a variety of digital media to create promotional products and public service announcements. Students will also work with photographic composition, photography editing, and video production.

# **FAMILY & CONSUMER SCIENCES**

•Please note that there may be a nominal class fee charged for FACS class supplies.

## **Introduction to FACS**

**Prerequisite:** None

**Grade(s):** 9 ~ 10

**Semester Course - HS Credit = 0.50**

This class will focus on building strong life skills in teenagers. Units of study will include building relationship skills with families and friends, health and wellness issues, sexuality issues, money management skills, and future career interests. This class is especially geared for 9th graders as it will assist students in transitioning to the high school.

## **Child Development**

**Prerequisite:** None

**Grade(s):** 10 ~ 12

**Semester Course - HS Credit = 0.50**

### **Articulated**

This course will deal with parenting decisions, pregnancy, birth and the development of a child until age 6. Topics include reproduction, conception, heredity, prenatal development, prenatal care, birth defects, labor and delivery. The development of the child includes the physical, emotional, social, and intellectual development of infants, toddlers and preschoolers. Observation and theory will be used to interpret child behaviors.

**Major Units of instruction:** Parenting and Children, Getting Ready for Baby, Infant's 1st year, The Child 1-3, The Child 4-6, Health and Safety, Observation/Play School

## **Artistic Design I: Fashion, Fiber & Food Design**

**Prerequisite:** None

**Grade(s):** 10 ~12

**Semester Course - HS Credit = 0.50 ~ Meets Art Credit**

This class will focus on artistic design where you will learn how to use the elements and principles of design in creating with fabric and fiber presentation. By learning about fibers and fabrics and what various designers have brought to fashion, you will gain knowledge that will be valuable to you whether you become part of the fashion world or an informed consumer. Students will complete a portfolio of design and will design and create a project of their choice.

## **Artistic Design II**

**Prerequisite:** Artistic Design

**Grade(s):** 10 ~ 12

**Semester Course - HS Credit = 0.50**

This course is a continuation of fashion, fiber and food design. Students will be designing, creating and evaluating their projects for the semester.

## **Foods & Nutrition**

**Prerequisite:** None

**Grade(s):** 10 ~ 12

**Semester Course - HS Credit = 0.50**

This class will concentrate on applying decision making techniques to food safety, dietary recommendations, food practices on preparation, and eating patterns to establish for healthy adult living. Food preparation labs will be included for all units.

**Major Units of instruction:** The Nutrients You Need, Planning Daily Food Choices, Kitchen Principles, Planning Meals, Preparation of Foods from Dairy, Meats, Fruits & Vegetables, and Grains.

### **Career Exploration**

**Prerequisite:** None

**Grade(s):** 11 ~ 12

**Semester Course - HS Credit = 0.50**

This course was designed to assist students with exploring careers and developing skills necessary to make meaningful decisions about their career choice and assist students with declaring a career path to follow. Students will focus on career preparation, working with people, gaining insight into self, and building group cohesion. Students will then get ready to transition to a supervised experience in a field of their choice. Interest inventories and scores will be used to guide students into a pathway of their interests and liking. The class will create their Career Portfolio, which includes career research, resume building, interviewing, job shadowing, communication with employers and team, job skills needed and expectations of your first job.

### **Creative Foods**

**Prerequisite:** Foods

**Grade(s):** 11 ~ 12

**Semester Course - HS Credit = 0.50**

This class will cover the cultural, historical, social and economic significance of food and the eating patterns in the US and the world. Students will create foods that are nutritious and aesthetically pleasing. We will focus more on food presentation/culinary arts. Portfolios will be created to show the artistic elements of design. Students will have the chance to participate in the culinary competition.

### **Personal Finance**

**Prerequisite:** None

**Grade(s):** 10 - 12

**Semester Course - HS Credit = 0.50**

This class is designed to help students become better consumers and learning the financial skills to live on your own. Students will analyze major purchases, evaluate personal finances, household budgets, personal income tax statements, investments and banking, consumer credit, career investigations, job hunting skills, renting apartments, buying homes, taking out loans, and insurance needs to cover all areas. **Major Units of instruction:** You and the Economy, Money Management: Earning and Spending, Money Management: Saving and Investing, Buying Products, Insurance, Types of Credit, Establishing and Keeping Credit, Buying a Car, Selecting Housing/Apartments, Checkbooks, Debit Cards and Banking Services.

### **Family Life**

**Prerequisite:** None

**Grade(s):** 11 ~ 12

**Semester Course - HS Credit = 0.50**

This course concentrates on the individual's role in society throughout life. Students will look at the life cycle from the perspective of an adult and as a parent. Lifestyles, human sexuality, dating, engagement, marriage, establishing a family, parenting and aging will be main topics. Family crisis such as divorce, stress, death, domestic violence, and finances will be covered.

# **INDUSTRIAL TECH**

•Please note supplies for projects made are the responsibility of the student.

### **Introduction to Woodworking Technology**

**Prerequisite:** None

**Grade(s):** 9 ~ 12

**Semester Course - HS Credit = 0.50**

This course introduces the student to basic cabinet building techniques. Students will learn how, where and why different types of materials, woods, joints and hardware are used. Student will also gain greater proficiency in the safe operation of the machines and accessories used. The projects for this class will be medium sized and will include a raised panel door

and drawer. If time is available, there will be a variety of other activities. There is a materials charge for the project. **Technical College Credit available. Major Units of instruction:** Safety, Cabinet Making

### **Advanced Woodworking Technology**

**Prerequisite Intro Woods**

**Grade(s): 9 ~ 12**

**Semester Course - HS Credit = 0.50**

Prerequisite: Introduction to Woodworking or written permission of the instructor. Building well-designed furniture not only saves money, but also teaches the student how to choose between quality and unsound furniture designs. This course is offered to those students who wish to expand their knowledge in furniture construction. Areas covered: 1) project design, bill of materials, project plan of procedure, construction and finishing 2) power woodworking equipment safety and operation 3) furniture periods and styles 4) construction methods. There is a materials charge for the project. Student costs will be determined by the students selection of their project and materials. Good attendance is critical. **Major Units of instruction:** Shop safety, Project design, Bill of materials / estimating, Plan of procedure and Construction techniques **Technical College Credit available.**

### **Basic Repair**

**Prerequisite: None**

**Grade(s): 9 ~ 12**

**Semester Course - HS Credit = 0.50**

This course is designed to teach the student basic home maintenance skills. Some skills that will be taught are; basic electrical, sheetrock taping and repair, plumbing repair and installation, basic small engine maintenance just to list a few of the things that will be covered in the course. This course is designed for anyone who would like to learn how to do something themselves and gain satisfaction in being able to do small repair and installation projects. There is a materials charge for one project. Good attendance is critical. **Major Units of instruction:** Machine and shop safety, Proper machine use, Construct a small wood project, Wall construction, Electrical wiring techniques, Sheetrocking and Taping, Painting and Wallpaper, Toilet Repair, Copper soldering, Small engine maintenance, Recoil repair, Air filter maintenance, Change oil and Change spark plug

## **2019 ~ 2020**

### **Introduction to Residential Electrical/Plumbing/HVAC**

**Prerequisite None**

**Grade(s): 11 ~ 12**

**Semester Course - HS Credit = 1.00 Fall Semester only**

**Block: 2 class periods**

T, W, Th, F 8:00 am ~ 9:30 am at MN West-Granite Falls Residential Electrical, Plumbing & HVAC program introduces students in residential electrical, house wiring and industrial motor control. HVAC (Heating, Ventilation, Air Conditioning and Refrigeration) includes basic electrical, heating equipment installation, sheet metal fabrication and installation, air conditioning installation and refrigeration theory. Students will gain instruction to be able to move into trade-specific and advanced training to learn to design, adjust, repair, install and/or sell in areas related to electrical, plumbing, and HVAC. Instruction is delivered in a hands-on environment, working in small groups or independently, utilizing self-paced materials that offer a wide variety of activities. Students will visit a construction site, performing real job tasks related to their area of training. Co-op and work experience are integral to the program's training methods.

### **Tiny House/Fish House Construction**

**Prerequisite: None**

**Grades: 11 ~ 12**

**Semester Course ~ HS Credit = 1.00 Spring Semester only**

**Block: 2 class periods**

T, W, Th, F 8:00 am ~ 9:30 am MN West-Granite Falls Tiny houses are springing up all over the country -- from Vermont to Oregon to post-Katrina New Orleans -- as well as all over the media landscape. They can be affordable and energy efficient, reduce materials consumption, and cut our carbon footprint. In this intensive

tiny house course, we shift back and forth between the design studio and the build site, engaging minds and bodies, as we explore design considerations and develop hands-on building skills. Students will also team up to develop and build a fish house for the winter months here in Minnesota. Teams will be touring local facilities and work with industry partners to finish both projects. Students will visit a construction site, performing real job tasks related to their area of training. Co-op and work experience are integral to the program's training methods.

### **Mechanical Drafting/CAD/CAM**

**Pre Req: None**

**Grade(s): 9 ~ 12**

**Semester Course - HS Credit = 0.50**

The course will be helpful to anyone who wants to learn to communicate through sketching and drafting. This course will also acquaint students with drafting technology as it relates to industry. The students will learn how to make orthographic projections with the use of drafting tools such as triangles, T-Squares, scales and pencils. They will also learn to use Vectorworks a 3D capable CAD program to produce drawings. Students who like to build things and also those students who are considering a career in a technical area or an engineering degree should consider taking this class. **Major Units of Instruction:** Why study drafting, drafting tools, drafting techniques, geometric construction, orthographic drawings, dimensioning, pictorials, scaling and CAD drawings. Students who have taken this course have gone on to college for Drafting and Construction Management. They came back and said that they learned the program the college was using in less than a week, the tools were the same just the placement was different.

## 2020 ~ 2021

### **Architectural Drafting I/CAD**

**Prerequisite: None**

**Grade(s): 9 ~ 12**

**Semester Course - HS Credit = 0.50**

*\*This course meets the Arts Standard Graduation Requirement*

Home planning and remodeling is becoming more popular in these days of increasing material and labor costs. The course will cover the use of Architecture Vectorworks CAD Program. With the use of CAD the student will learn how to create a working set of architectural documents, to include a wall section, foundation, main floor, elevations, roof, and detail plans. During this process we will study the Fundamentals of Design, which include Architectural Design, Elements of Design, and Principles of Design. **Students who have taken this course have gone on to college for Drafting and Construction Management. They came back and said that they learned the program the college was using in less than a week, the tools were the same just the placement was different.**

### **Carpentry Career Cluster**

**Prerequisite**

**Grade(s): 11 ~ 12**

**Fall Semester Course - Two Period Block - HS Credit = 1.00**

Here is your chance to be part of constructing a home for someone to live in! The learning that you will do in carpentry probably does not seem too important now, but when you take this class you will learn how to: install a door, both interior and exterior, install a window, install cabinets and countertop, install woodwork, install siding and soffit. install rafters, hang sheetrock, shingle a roof, frame walls, insulate **and when you are all done, you will have a skill that will serve you a LIFETIME!**

**Technical College Credit available. Major Units of Instruction:** Site Safety, House Construction, Builders level, Floor Framing, Exterior Wall Framing, Interior Wall Framing, Roof Framing (Trusses), Doors and Windows, Exterior Finishes, Sheetrock, Interior Finish and Interior Doors

# LANGUAGE ARTS

## **English I**

**Prerequisite** 8th Grade

**Grade(s):** 9

**Year Long Course - HS Credit = 1.00**

English 9 is a required year-long course. This course is a high school students' introduction to the language arts skills they will need for their other English courses. Our main objective is to develop your communication skills: speaking, listening, writing, and reading. Students will develop reading skills (comprehension, vocabulary, making inferences, fluency, analysis) by reading and analyzing a variety of genres. **Major Units of Instruction:** Library and research skills, Writing, Themes in Literature, Short Story, Novel (*To Kill a Mockingbird*), Poetry, Drama (Shakespeare's *Romeo and Juliet*)

## **English II**

**Prerequisite** English I

**Grade:** 9 ~ 10

**Year Long Course - HS Credit = 1.00**

English 10 is a survey course designed to meet the needs of all students. Students participating in this class will be well prepared to meet the English needs of the general job market, a technical college, or a four-year college. Students will comprehend and employ the five steps of the writing process (Prewriting, drafting, revising, editing, and proofreading), and the main types of essays (process and descriptive). Students will also analyze, interpret, and evaluate various genres of literature through thematic units of instruction. In addition, students will continue working on planning and preparing speeches, delivering speeches, citing sources, critiquing speeches, participating in meetings, working with others, and gaining self-confidence. **Major Units of Instruction:** The Writing Process, Short Stories, The Paragraph, Poems, Process Essay, Essays, Drama, Novel, and Annotated Bibliography

## **English III**

**Pre Reg:** English II

**Grade:** 10 ~ 11

**Year Long Course - HS Credit = 1.00**

English 11 is a language arts survey course that is required of all students for graduation. The main units of study in this course will be in the areas of usage, structure, and mechanics; composition and research; American literature and the novel; and oral communication and public speaking. Students will continue to develop their understanding and skills in the areas of writing, literature, and speaking. Students will exit this course ready to take college courses at four-year, two-year, and technical colleges. **Major units of Study:** Usage, Sentence Structure, Mechanics, Paragraph Writing, Essay Writing, Research and the Research Paper, American Literature Survey and The Novel.

## **English IV**

**Pre Reg:** English III or Accelerated

**Grade** 11 ~ 12

**Year Long Course - HS Credit = 1.00**

English 12 is designed to meet the needs of every student; whether those needs are for career success, technical college, or a four-year college. Students enrolled in this course will work on strengthening their writing skills in both academic and technical writing. Students will also develop and improve their academic and technical reading skills through a variety of resources and materials. In addition, students will enhance their critical thinking skills through a mixture of British and World Literature. **Major units of instruction included, but not limited to:** Influence of Greek and Roman Culture—mythology, Anglo-Saxon traditions, The Renaissance, Shakespeare, Grammar and Vocabulary, Job Skills, Communicating for career success, Writing on the job and Reading on the job.

## **College Prep Literature**

**Pre Reg: English III and instructor approval**

**Grade 11 ~ 12**

**Semester Course - HS Credit = 0.50**

College-Bound Literature is a course designed specifically for students planning on attending any post-secondary institution. The primary focus of the course will be on analyzing a variety of literature forms from the college bound reading list. Students will analyze literature from the point of view of the writer as well as against the time period to which it belongs. Students will need to be self-motivated, self-directed learners who are looking to “jump start” their college and/or professional careers. Students in this class should expect to read, discuss and write about the novels, plays, and poems being studied during the semester.

Note: This course is NOT for college credit.

## **College Prep Writing**

**Pre Reg: English III and instructor approval**

**Grade 11 ~ 12**

**Semester Course - - HS Credit = 0.50**

College-Bound Writing is a course designed specifically for students planning on attending any post-secondary institution. The primary focus of the course will be on writing for a variety of audiences and purposes while developing skills in English grammar and conventions. Students will need to be self-motivated, self-directed learners who are looking to “jump start” their college and/or professional careers. Students in this class should expect to read a variety of sample writings, discuss, write, and research a variety of topics throughout the semester.

Note: This course is NOT for college credit.

## **College Now English 151 Academic Writing Resources**

**(PSEO English 151)**

**Prerequisite \*Meet PSEO Standards English IV or Instructor Approved**

**Grade(s): 11~ 12**

**Semester Course – 4 College Credits/HS Credit = 1**

English 151 is a college course offered at our high school through Southwest State University. The goal of English 151 is to prepare students for the challenging writing, reading, and research that will be expected of them. This course is designed to enhance rigor, to help high school students to enter the university discourse community, and to provide students with opportunities to develop the habits of mind and the skills required to conduct independent scholarship at an introductory level. This course maintains the major assignments—the Explain a Concept Essay, the Finding Common Ground Essay, and the Narrative Essay. An Annotated Bibliography rounds out the assignment portfolio. Writing the narrative becomes an enhanced experience because students write not only one narrative essay but also a series of narratives throughout the semester, beginning with the writing skills diagnostic assessment essay on Day One. The narrative series replaces the Profile essay and provides the same sequenced narrative but in a series of assignments rather than one assignment. Writing, reading, and research are integrated in each assignment. The assignments are integrated; students choose a debatable issue topic from those presented in the Points of View Reference Center, and they make those issue topics uniquely their own through the use of truncated search researching.

## **College Now Introduction to Literature**

**(PSEO - Literature 120)**

**Prerequisite \*Meet PSEO Standards English IV or Instructor Approved**

**Grade(s): 11~12**

**Semester Course – 3 College Credits/HS Credit = .75**

Literature 120 is a college course offered at our high school through Southwest State University. LIT 120 will deepen students' understanding of literature as an art form as well as strengthen students' ability to read and write about short stories, poems, novels, and drama critically. For this particular section of the course, we will be looking at writings from a wide array of periods, styles, nationalities, ethnicities, and genres.[1] The goal is not to master literature and how it works since such an endeavor is impossible. Rather, students should leave the course with a basic grasp of how literature works and specifically how the expectations of each genre define that form and how it functions. In some cases, we will also be looking at how writers play against expectations and to what effects they do so. Students will exhibit their ability to read

and write about literature critically and analytically through discussions, writing assignments, presentations, and other assignments. Meets Grade 12 requirement.

By the end of the course, students should be able to:

1. Read literature more carefully and meaningfully.
2. Understand a variety of reading styles and strategies for a variety of genres.
3. Understand and apply the basic principles of all literary criticism: Who wrote it? When was it written? Why was it written?

### **College Now 110 Essentials of Speaking and Listening**

#### **PSEO Communications 110**

**Prerequisite** \*Meet PSEO Standards English IV or Instructor Approved

**Grade(s):** 11~ 12

**Semester Course – 3 College Credits/HS Credit = .75**

This course teaches the use of verbal and nonverbal communication to organize and deliver effective oral presentations. Additional emphasis is placed on identifying and overcoming listening barriers.

**Objectives:** Students will gain knowledge and skills in: developing critical thinking skills, effective outlining, selecting the speech purpose and limitation, analyzing and adapting to an audience of the subject area, analyzing and adapting to the occasion, research practices, effective speech composition, using evidence and forms of supporting material, preparing and presenting information in groups Including effective visual aids, effective delivery, developing an effective introduction, developing critical listening skills, developing an effective conclusion, effective methods of speech criticism, organizing the body of the speech, identifying and overcoming listening barriers. Note: This is an elective class only, it does not meet the Language Art graduation credits.

# **MATHEMATICS**

### **Algebra I**

**Prerequisite** Linear-Algebra

**Grade(s):** Grade 8 and up

**Year Long Course - HS Credit = 1.00**

∞**Instructor recommendation and signature required.**

Algebra 1 focuses on ratios/proportions, systems of equations, probability/statistics, and quadratic equations. **Major units of instruction:** Polynomials; Factoring Polynomials; Learning to use all four operations on Rational Expressions; Fractions; Percentages, Quadratics, Exponential Equations, and Radical Functions

### **Geometry**

**Prerequisite** Algebra I

**Grade(s):** 9 and up

**Year Long Course - HS Credit = 1.00**

∞**Instructor permission and signature required.**

This course is designed to present the concepts of Geometry related to the MN State Geometry standards. **Major Units of Instruction:** Geometric reasoning, parallel and perpendicular lines, triangle congruence, triangles, polygons and quadrilaterals, similarity, right triangles, circles.

### **Algebra II**

**Prerequisite** Geometry

**Grade(s):** 9 and up

**Year Long Course - HS Credit = 1.00**

This course is designed to give the highly motivated mathematics student a solid foundation for Pre-Calculus. Strong work ethic is essential to being successful in this course. **Major units of instruction:** Linear functions, linear systems, quadratic functions, polynomial functions, exponential functions, rational functions, radical functions, properties and attributes of functions, probability and stats, sequences and series.

### College Prep Math

**Prerequisite** Passed Alg. II

**Grade(s):** 11 ~ 12

**Year Long Course - HS Credit = 1.00**

This course is designed to give students the skills and confidence to be successful in college. This class will focus on mastering the concepts of Algebra II. **Major units of instruction:** Linear functions, linear systems, quadratic functions, polynomial functions, exponential functions, rational functions, radical functions, properties and attributes of functions, probability and stats, sequences and series.

### College Now Trig/Pre-Calculus

**Prerequisite** Algebra II & *\*Meet PSEO Standard*

**Grade:** 10 ~ 12

**Year Long Course - HS Credit = 1.00/ 4 College Credits**

This course can be taken for high school or college credits. This course is designed to give the highly motivated mathematics student a solid foundation for calculus. A strong work ethic is essential to being successful in this course. This is Trigonometry and Precalculus. It will involve Trigonometry and Advanced Math topics.

### Pre College Algebra

**Prerequisite** Passed Algebra II

**Grade** 11 ~ 12

**Semester I Course - 0.50 HS Credit**

This course will include statistics, probability, game theory, matrices, vectors, conic sections, and discrete math.

### PSEO College Algebra

**Prerequisite** Pre College Algebra & *\*Meet PSEO Standards*

**Grade** 11-12

**Semester II Course - .75 HS Credit/ 3 College Credits**

This course is through SMSU and is worth 3 college credits and .75 high school credits.

Topics include traditional College Algebra Topics: Fundamental Concepts of Algebra, Equations and Inequalities, Functions and Graphs, Polynomial and Rational Functions, and Inverse, Exponential, and Logarithmic Functions. **Please note:** certain restrictions do apply. Dropping a PSEO class after our registration **may** include you paying for the college credit and/or having a WD (withdraw) grade added to your transcript. Please make careful consideration when selecting a PSEO course.

### College Now Calculus I

**Prerequisite** Trig./Pre-Calc & *\*Meet PSEO Standard*

**Grade(s):** 11 ~ 12

**Year Long Course - HS Credit = 1.25/ 5 College Credits**

This course can be taken for high school or college credits. This course will cover all the major topics of a college Calculus 1 course...only we will cover those topics in a year rather than a semester. Full Year Course. **Major units of instruction:** Pre-calculus review, Limits and their properties, Differentiation, Applications of Differentiation, Integration and Function

# **MRV CTE**

Yellow Medicine East partners with MRV CTE for high school and college credit opportunities. Additional information and course descriptions can be found in the office. Additional paperwork is required to be filled out to reserve your spot on a class.

## **Architecture (CEA/PLTW)**

**Grade Level:** 11-12

**Course Length:** Fall Semester

**Prerequisite:** None

This course can be taken for college credit through University of Minnesota. The major focus of Architecture is to expose students to the work of an Architect. Architects design and construct residential and commercial building projects, work in design teams, and draw with a Building Information Modeling (CADD) software. Students will design, draw, and construct models of a residential house and a commercial building project. Taking this course give the students an opportunity to work hands on with technology used in today's field of Construction. The course will run in a modified block schedule during 1st and 2nd hours on Mondays, Wednesdays and Fridays (common lab day).

## **Digital Electronics (PLTW)**

**Grade Level:** 11-12

**Course Length:** Fall Semester

**Prerequisite:** None.

This course can be taken for college credit through University of Minnesota. This course also satisfies .5 credits per semester of the Technology requirement found in the Student Handbook. Digital Electronics (DE) is the study of electronic circuits that are used to process and control digital signals. DE is the foundation of all modern electronic devices such as cellular phones, MP3 players, laptop computers, digital cameras, high definition televisions, etc. The major focus of the DE course is to expose students to the design process of combinational and sequential logic design. Students will analyze, design and build digital electronic circuits. One such circuit is the programmable logic controller (PLC), the 'brain' of a robot. The course will run in a modified block schedule during 1st and 2nd hours on Tuesdays, Thursdays and Fridays (common lab day).

## **Electrical Controls**

**Prerequisite:** None

**Grades:** 11 ~ 12

**Semester Course ~ HS Credit = 1.25, PSEO ~ 5 credits Fall Semester only**

**Block:** 2 class periods

Hybrid model instruction on Tue, Wed, Thur, Fri, 8:00 to 9:30 a.m. at Minnesota West (Granite Falls) with online work and job related experiences. The Electrical Controls course will actually combine Electrical Controls I (2 credits - 48 Hours) and Electrical Controls II (3 credits - 80 Hours). The course will combine online academic work and supervised lab work on the MN West campus. Electrical Controls I introduces basic electrical concepts. Students will be introduced to electrical theory, analyze electrical safety hazards and requirements, and demonstrate electrical circuit wiring and measurement. Course will cover identification and application of electrical control components used in an industrial environment. Students will develop the introductory skills necessary for designing, wiring, troubleshooting, and operation of electrical control circuits. Electrical Controls II is an in depth analysis of electrical control circuits. This course includes the control of electromechanical devices, AC and DC motors, and solid state control devices. Electrical schematics are used to interpret logic and circuit function. Students will design, wire, and troubleshoot electromechanical and motor starter circuits using common industrial devices and components.

## **Introduction to Education**

**Prerequisite:** None

**Grade(s):** 11-12

**Semester Course ~ HS Credits = 1.0 PSEO ~ 3 credits Spring Semester only**

**Minnesota West EDUC 1100**

Hybrid model instruction on Tue and Thur, 8:00 to 9:30 a.m. at Minnesota West (Granite Falls) with online work and education field experiences. Have you ever thought about becoming a teacher? Do you like working with children? Are you wondering if you might like teaching as a career? This course offers an introduction to early childhood, elementary, and secondary education. Students will have the opportunity to examine their potential for the teaching profession. You will explore career opportunities, requirements, regulations, and professional ethics. The historical and social foundations of education, as well as schools in a diverse society, will be covered. You will also learn more about challenges and rewards faced by education professional, as well as what types of careers are available in education, in addition to teaching.

## **Introduction to Manufacturing and Engineering**

**Prerequisite** None

**Grade(s):** 11 ~ 12

**Semester Course - HS Credit = 1.00 PSEO ~ 3 credits Fall Semester only**

**Block: 2 class periods**

Hybrid model instruction on Tue, Wed, Thur, 8:00 to 9:30 a.m. at Minnesota West (Granite Falls) with online work and job related experiences. This course is open to all students interested in discovering more about developing skills needed for a career in manufacturing or engineering. Concepts covered in this class will be production technologies and information to start on a high-performance manufacturing and/or engineering career pathway. Students will be given opportunities to develop important workplace knowledge and skills in the areas of safety, welding processes, precision machining, mechanical systems, fluid power, electrical controls, and automated systems.

## **Introduction to Medical and Health Careers**

**Prerequisite** None

**Grade(s):** 11 ~ 12

**Semester Course - HS Credit = 1.00 PSEO ~ 2 credits Fall Semester only**

**Block: 2 class periods**

Hybrid model instruction on Tue and Thur, 8:00 to 9:30 a.m. at Minnesota West (Granite Falls) with online work and health care based experiences. Introduction to Medical and Health Careers provides students the opportunity to explore a wide variety careers in an assortment of medical/healthcare settings. The course is designed to provide students the chance to see if a career in medical/health science is right for them; and if they determine they have an interest, it can help them narrow down the possible careers they might consider. Students will participate in in-depth study and exposure to medical/health science careers, career planning, employability skills, basic terminology, ethics, wellness, disease and safety. Students may also be required, by participating health care organizations, to have up to date Mantoux tests and vaccinations.

## **Information Technology Concepts**

**Prerequisite:** None

**Grade Level:** 11-12

**Semester Course ~ HS Credit = 1.00 PSEO ~ 2 credits Fall Semester only**

**Minnesota West for CST 1101**

Hybrid model with online instruction at home school district and up to six field trips with the instructor. This course is open to all students interested in discovering more about and developing skills needed for a career in Information Technology. Concepts covered in this class will include careers in information technology, system administration and networking, internet research, software and application development, information security concepts, social media, and business analytics and software.

## **Introduction to Traditional and Renewable Energy**

**Prerequisite: None**

**Grades: 11 ~ 12**

**Semester Course ~ HS Credit = 1.00, PSEO ~ 3 credits Spring Semester only**

**Block: 2 class periods**

Hybrid model instruction on Tue, Wed, Thur, 8:00 to 9:30 a.m. at Minnesota West (Granite Falls) with online work and job related experiences. This course is designed to introduce students to various forms of energy stemming from both renewable and non-renewable sources. Students will study many sources of energy including solar thermal power, solar photovoltaics, bioenergy, hydroelectricity, tidal power, wind energy, wave energy, geothermal energy and fossil fuels. The First Law of Thermodynamics is studied, along with conversion and efficiency of various forms of energy. The economics, potential, and environmental impact will be covered for each topic. This course is an entry level course for various energy certification and diploma level careers.

## **Networking Basics**

**Prerequisite: None**

**Grades: 11 ~ 12**

**Semester Course ~ HS Credit = 1.00 PSEO ~ 3 credits Spring Semester only**

**Block: 2 class periods**

Hybrid model instruction on Tue and Thur, 8:00 to 9:30 a.m. at Minnesota West (Granite Falls) with online work and health care based experiences. "The Networking Basics course will introduce students to computer networking, including maintenance, troubleshooting and setup of small networks. Students will build cables, learn networking theory, and explore existing network structures including the Internet. Students will setup, configure and test small networks. This is an excellent beginning course for future network administrators. This course is part of the Information Technology certificate available from Minnesota West Community and Technical College and can be applied toward the Computer and Networking Technology Associate of Applied Science Degree.

The Network Basics course is primarily an online class and includes a maximum of three off campus visits, not including the job shadow portion of the class. This course includes videos, lessons, job shadows, interactive and hands-on labs. The student will spend approximately 4 hours per week on this class, not including job shadows or campus visits. This is an excellent opportunity for students to explore an exciting, growing and financially rewarding job in Information Technology as a Network administrator. Pay for this position is from \$55,000 to \$123,250 according to the Bureau of Labor Statistics in 2016. Demand for this type of work will continue to be in demand in the foreseeable future"

## **Introduction to CNA/Nursing Assistant**

**Prerequisite: None**

**Grades: 11 ~ 12**

**Semester Course ~ HS Credit = 1.00 PSEO ~ 3 credits Fall or Spring Semester**

**Block: 2 class periods**

Hybrid model instruction on Tue and Thur, 8:00 to 9:30 a.m. at Minnesota West (Granite Falls) with online work and health care based experiences. This course emphasizes the role of the nursing assistant and home health aide as a valuable member of any health care team. This course will introduce and prepare students for entry-level jobs in nursing home, hospitals, and other health care facilities. It also serves as an entry point for students interested in careers that require 2 and 4-year degrees. Upon successful completion of classroom/lab studies, the student will participate in a nursing home clinical experience caring for elderly clients. Clinicals will be scheduled during either the week or weekend in 6-hour blocks. Successful students will be eligible to take the Nurse Aide/Home Health Aide competency examination for certification and placement on the Minnesota Nursing Assistant Registry. The student will cover the \$180 fee for the test. Students can be reimbursed for the cost of the test when they become employed at a long-term care facility. Students may also be required by participating health care organizations to have up to date Mantoux tests and vaccinations.

# MRVED ONLINE

Yellow Medicine East partners with MRVED for high school credit only online opportunities. Additional information and course descriptions can be found at: [MRVED's website](#)

## **ACCOUNTING I**

**Course Length: Year Grade Level: 10, 11, 12**

**Prerequisite: Computer and email skills are essential for this class.**

**Articulation Available: Yes**

**Materials: Textbook, Workbook, and Practice Sets**

**Instructor: Kim Johnson, Ortonville teacher**

Course Description: This is a study of the accounting procedures used by families and small businesses. Students will learn and practice using all the basic accounting forms - balance sheets, income statements, worksheets, etc. as well as a variety of journal and ledger forms. Online workbooks and practice sets will be used to give each student the opportunity to actually practice the various accepted procedures ordinarily applied in a variety of bookkeeping situations. This course is completed using online working papers, testing, and automated software. This course will take you through the basic record keeping skills for a business and the day to day activities that take place in a record keeping office. Some of the topics covered in the class are: Basic record keeping skills, Budgeting, Credit records, Checking account records, Cash receipts records, Petty cash records, Record keeping for sales clerks, charge sales, record clerks, order clerks, accounts payable clerks, small businesses, and payroll clerks, and Financial statements.

## **ACCOUNTING II**

**Course Length: Year Grade Level: 11, 12**

**Prerequisite: Accounting (first year); computer and email skills are essential for this class.**

**Articulation Available: Yes**

**Materials: Textbook, Workbook, and Practice Sets**

**Instructor: Peggy Bausman, Benson teacher**

Course Description: This course will expand on the topics introduced in the first year of accounting. Areas covered will include departmentalized accounting, corporation accounting, and management accounting with introductions to other organizational structures as time permits. Computers will be used extensively for the accounting applications and will include using online working papers and testing for most of the assignments/projects. The course is designed for students who want to pursue a career in business or a related field of study.

## **BIOMECHANICS**

**Course Length: Semester 1 & 2**

**Grade Level: 11-12**

**Prerequisite: Computer skills, email skills, familiarity with PowerPoint, Word Processing, and Excel are helpful.**

**Materials: N/A**

**Instructor: Justin Wager, Dawson-Boyd teacher**

Course Description: The biomechanics class is for students interested in learning about how the human body is able to move and generate force. Students will learn about how muscles and bones in the human body work together to perform everyday tasks. The class will also be able to demonstrate ways athletic performance can be enhanced using the information covered during the class. Students will learn about the physics concepts and equations used to calculate velocity, acceleration, force and power. Students will show their knowledge of the topics by completing various assignments, taking quizzes and creating demonstration videos that will be posted online.

## **COLLEGE SPANISH 201**

**Course Length: Semester 1**

**Grade Level: 11-12**

**Prerequisite: Spanish I & II**

**Materials: Will be provided.**

**Instructor: Miranda Gravley, Minneota teacher**

Course Description: Students should be able to converse in uncomplicated, straightforward social situations, including exchanges involving physical and social needs, food, shopping, travel, family, home, etc. There may be errors and pauses in their speech, but at this level students should be able to circumvent inaccuracies and self-correct. At this level, students will begin to move from simple transactions to periods of sustained conversation. Students should be able to write simple messages and requests for information, and in general express meaning through vocabulary and basic structures that is comprehensible to those accustomed to the writing of non-native speakers of Spanish. The themes and vocabulary in the course outline are exemplary of issues in the Spanish-speaking world. Formative assessment will take a variety of formats. In addition to developing skills for communicative competence, students of Spanish will begin to be able to comprehend and interpret a variety of global perspectives from the Hispanic world. Linguistic Outcomes for College Spanish 201: Grammatical Gender/Number: Nouns, Pronouns, Adjectives Verb Morphology: Simple/Perfect, Indicatives Verbal Aspect: Preterit/Imperfect (Introduce) The Preposition: Use & placement

## **COLLEGE SPANISH 202**

**Course Length: Semester 2**

**Grade Level: 11-12**

**Prerequisite: Must have completed College Spanish 201**

**Materials: Will be provided.**

**Instructor: Miranda Gravley, Minneota teacher**

Course Description: Students should be able to converse in social situations, including exchanges involving physical and social needs, food, shopping, travel, family, home, etc. They should be able to circumvent inaccuracies and self-correct, and should be able to maintain an extended conversation rather than a simple transaction. Students should be able to write to create meaning rather than simply relay and request information, and in general express meaning through vocabulary and basic structure that is comprehensible to those accustomed to the writing of non-native speakers of Spanish. The themes and vocabulary in the course outline are exemplary of issues in the Spanish-speaking world. Formative assessment will take a variety of formats. In addition to developing skills for communicative competence, students of Spanish will begin to be able to comprehend and interpret a variety of global perspectives from the Hispanic world. Linguistic Outcomes for College Spanish 202: Verbal tenses: Present/Future, Past/Conditional Verbal Moods: Indicative/Subjunctive Verbal Aspects: Preterit/Imperfect (Review) Use of Subjunctive: Nominal/Adjectival Clauses Global Perspectives Suggested Outcomes for College Spanish 201 & 202: Issues relating to the countries, capitals, and name the inhabitants of the Spanish Speaking countries of the world. Major religions practiced. Literature, works of art, buildings and monuments from many Hispanic countries that help form part of their cultural identity and diversity. Providing basic information about one's self and surroundings in a manner that is culturally appropriate. Communicating by extra-linguistic means, such as body language and gestures.

## **CREATIVE WRITING**

**Course Length: Semester 1 & 2**

**Grade Level: 11 or 12**

**Prerequisite: None Materials: Provided**

**Instructor: Kevin Mies, Lac qui Parle Valley**

Course Description Online creative writing will introduce students to the process and techniques of creative writing. Students will experiment with various types of writing, including the writing of fiction, creative nonfiction, plays, and poetry. Class readings will expose students to various writing styles and provide examples of the successes and strategies of other writers. Time will be spent discussing the writer's craft, the assigned readings, and student writing.

## **EXPLORATION OF THE MYSTERY GENRE**

**Course Length: Semester 1 (only) Grade Level: 11-12**

**Prerequisite: None**

**Materials: Will be provided.**

**Instructor: JoDee Driggs, Renville County West teacher**

Course Description: This course will focus on reading, writing, and responding to the mystery genre. Students will sort out plots, employ logistics, make predictions, and analyze characters. In addition, comparing and contrasting specific mystery elements to develop critical thinking and problem-solving skills will be applied. Fiction elements and vocabulary will also be defined and analyzed. Several short stories and one novel will be studied, and students will create their own mystery story.

## **MEDICAL BIOLOGY**

**Course Length: Semester 2 (only)**

**Grade Level: 11-12**

**Prerequisite: 10th grade Biology**

**Materials: Provided**

**Instructor: Mary Haberman, MN Valley Area Learning Center teacher**

Course Description: This course is designed for students planning to pursue a career in the medical field. Students will be looking at the anatomy and physiology of human body systems, common disorders for each system and testing/treatment procedures for those disorders. Body systems include: the skin, glands, stomach/intestines, lungs/heart, kidneys, eyes, muscles/skeleton, brain/mental health, and immune system. Students will complete a number of projects to demonstrate understanding (including but not limited to note cards, presentations, personal interviews and artwork). We will be using the NCLEX practical nursing exam as the framework for the course.

## **PHOTOGRAPHY 101**

**Course Length: Semester 1 & 2**

**Grade Level: 10-12**

**Prerequisite: None Materials: iPad or computer, digital camera, editing software (such as Photoshop, Apps ex: Snapseed, Luminance, iPhoto, PhotoStudioHD, or other online editing software)**

**Instructor: Amanda Beckler, Renville County West teacher**

Course Description: Students will have the opportunity to express themselves using a digital camera. During the school year, students will be learning how to use some of the basic functions of their cameras to create interesting photos. We will be looking at functions such as aperture, ISO, exposure, composition, and many more. We will also be working with Photoshop and other editing software for enhancement in student work. Students will take weekly photos that will be reviewed and discussed to help them reach their goals.

## **PLANT PRODUCTION**

**Course Length: Semester 1 & 2 Grade Level: 11-12**

**Prerequisite: None Materials: None**

**Instructor: Rebecca Erickson, Lakeview teacher**

Course Description: Student experiences will include the study of plant anatomy and physiology, classification, and the fundamentals of production and harvesting. Students will learn how to apply scientific knowledge and skills to use plants effectively for agricultural and horticultural production. Students will discover the value of plant production and its impact on the individual, the local, and the global economy.

## **SOCIOLOGY INSTITUTIONS AND ISSUES**

**Course Length: Semester 1 (only)**

**Grade Level: 11-12**

**Prerequisite: N/A**

**Materials: Text: Introduction to Sociology (Nexttext-Wood, Yero)**

**Instructor: Joan Groothuis, MN Valley Area Learning Center teacher**

Course Description: This class is for students interested in people and why people behave as they do in a group setting. Topics covered in the class will help students understand themselves, their social interactions, and patterns of group

behavior. Studying these topics will help students learn how to function appropriately within the workplace and as part of society. Also, covered will be similarities, differences, groups, institutions, norms, and values in societies. Students will compare and contrast various societies. Students will learn through textbook readings, online discussion, online lessons, and some online videos. Assessments include student reflection, daily work, quizzes and activities. This class is best suited for 11th and 12th graders, but is open to other students who may be interested. Sociology is often required at two year post secondary institutions and suggested for four year institutions. This course will provide an introduction and background knowledge for students planning on attending these institutions as well as students hoping to enter the work world right after high school.

## **WRITING FOR SUCCESS IN COLLEGE**

**Course Length: Semester 1 & 2**

**Grade Level: 11-12**

**Prerequisite: N/A Materials: N/A**

**Instructor: Scott Soden, Montevideo teacher**

Course Description: One of the biggest differences between high school and college is the amount and type of writing. College instructors, whether in liberal arts or vocational settings, expect students to produce writing that reflects a substantial reflection of content understanding. In addition, this writing demonstrates the ability to utilize sources correctly while citing them to avoid plagiarism. This course is designed to help students build confidence in those abilities through a process approach, with particular emphasis on peer-editing and revision. Course work will include an introduction to argumentative writing, writing from academic sources, and a short research project. This course serves as a valuable supplement to the traditional English curriculum. This elective course does not take the place of a required English class. This is an online course, so students must have the ability and willingness to stay on task, communicate with the instructor and classmates, and take responsibility for the learning process.

# **MUSIC**

## **Concert Band**

**Prerequisite Jr. High Band and/or Audition**

**Grade(s): 9 ~ 12**

**Year Long Course - HS Credit = 1.00**

Concert Band instruction will continue expanding musical knowledge in the areas of performing, listening, and analyzing. In addition to developing individual and ensemble performance skills through a wide variety of band literature, this course offers students the opportunity to attain the state academic standard for art. In addition to participation in formal concerts, Concert Band members are required to participate in Pep Band activities. Students will have weekly small group lessons. Members may also audition for Jazz Band and Drumline. Major Units of Instruction: Ensemble Performance Skills, Listening Skills, Individual Performance Skills, Music Theory, Music History, Sight reading, and Creative concepts.

## **Concert Choir**

**Prerequisite Jr. High Choir and/or Teacher Permission**

**Grade(s): 9 ~ 12**

**Year Long Course - HS Credit = 1.00**

Concert Choir is an opportunity for students to experience singing in addition to expanding musical knowledge in the areas of performing, listening, and analyzing. At least three performances are required for the year as well as large-group contest. Students have the option of taking lessons during the course of the year where they may work on choir music or solos. Students must be able to sing. If there is any question about vocal ability, the student should visit with the director before registering for the course. The Concert Choir may have the opportunity to go on tour. Tours are an extension of the class, and students must meet academic and MSHSL requirements before they are allowed to travel (see Student Handbook). Quarterly performance assessments will be assigned in order to hold students accountable for learning their music. Students enrolled in Concert Choir may audition for Chamber Choir or Jazz Choir if they are offered.

**Major units of instruction:** Basics of singing, Rhythmic accuracy, Basic music theory, Tone quality, Choral technique, Music history, Note accuracy, Sight reading and Vocal performance

### **Chamber Choir**

**Prerequisite Enrollment in Concert Choir**

**Grade(s): 9 ~ 12**

**Year Long Course - HS Credit = 1.00**

**NOTE: Enrollment ONLY through audition**

Chamber Choir is an extra opportunity for students enrolled in choir to experience singing in addition to expanding musical knowledge in the areas of performing, listening, and analyzing. At least three performances are scheduled for the year as well as solo/ensemble contest. Students will also be required to sing at various community events within the YME school district. A tux/gown rental fee will apply for this course - the amount will be communicated to students and parents at the beginning of the school year.

**Major units of instruction:** Listening, Rhythmic accuracy, Advanced Music Theory, Tone quality, Choral technique, Music history, Note accuracy, Sight reading and Vocal performance.

### **Music Theory & Composition Independent Study**

**Prerequisite \*PSEO Requirements**

**Grade(s): 11~12**

**Year Long Course - HS Credit = 1.00**

**∞Participation in band or choir is REQUIRED! ~ Must take in lieu of a Study Hall**

Music theory allows you to create, interpret, and analyze various genres of music. The majority of the course will cover basic music theory, and we will spend some time on more advanced theory such as Jazz Theory. Students will also have the opportunity to compose. **Participation in band or choir is REQUIRED!**

**Major units of instruction:** Notation, Harmonization, Basic analysis, Modes, Part-writing, Musical Periods, Scales, Form and Composition

### **Adv. Music Theory & Composition Ind. Study**

**Prerequisite \*PSEO Req. & Music Theory**

**Grade(s): 11 ~ 12**

**Year Long Course - HS Credit = 1.00**

**∞Participation in band or choir is REQUIRED! ~ Must take in lieu of a Study Hall**

The course will cover music theory and advanced music theory such as Jazz Theory. Students will also have the opportunity to compose. **Participation in band or choir is REQUIRED!**

**Major units of instruction:** Notation, Harmonization, Basic analysis, Modes, Part-writing, Musical Periods, Scales, Form and Composition

# **PHYSICAL EDUCATION &** **HEALTH**

### **Physical Education 9**

**Prerequisite: None**

**Grade(s): 9**

**Semester Course - HS Credit = 0.50**

The students will be using their fitness plan during class plus they will be working on various activities to pass for their grad standard. Opportunities exist for students to use the local community center for activities not available at the high school. **Major Units of instruction:** These activities are at the introduction stage: Tennis, Badminton, Weightlifting, Volleyball, Archery, Team Handball, Fitness Activities, Basketball, Softball, Floor Hockey, Fitness Testing, Bowling, Soccer, Aerobics and Swimming

## **Health**

**Prerequisite:** None

**Grade(s):** 10

**Semester Course - HS Credit = 0.50**

The students will be working on their personal fitness plans. Students will also create a comprehensive health plan covering one of the six main health areas. These include nutrition, physical fitness, tobacco, alcohol and drug use, unintentional/intentional injuries and unwanted pregnancies, STDs and HIV. This course is designed to make students aware of their environment as it affects their health as well as the health of the community. The course is also designed to help the students realize that their own actions and attitudes are the final factors of their own well-being. Holistic health is the issue and they must start now to achieve it. **Major Units of instruction:** Mental Health, Tobacco, Physical Fitness, Alcohol / Drugs, Human Anatomy (sex ed.), STDs/HIV and Nutrition

## **Physical Education 10**

**Prerequisite** None

**Grade(s):** 10

**Semester Course - HS Credit = 0.50**

The students will be journaling their daily activities in class in accordance to the grad. standard. The students will be working towards the mastery level of various activities. The KCC will be accessed for special units of instruction. **Major Units of instruction:** These activities will be performed at a high level of proficiency: Tennis, Softball, Floor Hockey, Volleyball, Golf, Australian Rules Football, Basketball, Soccer, Aerobics, Bowling, Weightlifting, Badminton, Flag Football, Fitness Activities, Archery, Team Handball, Fitness Tests and Swimming

## **Strength & Conditioning I & II**

**Prerequisite:** None

**Grade(s):** 10 ~ 12

**Semester Course - HS Credit = 0.50**

The students will be working on both their strength and their conditioning. The course will pertain to weightlifting on Monday, Wednesday and Friday and cardiovascular fitness on Tuesday and Thursday. This class is open to seniors, juniors, and sophomores in this order. **Major Units of instruction:** Spotting Safety, Weightlifting techniques, Proper equipment use, Cardiovascular training and Writing personal weight lifting plans and cardiovascular plans.

## **Strength & Conditioning III & IV**

**Prerequisite** Strength & Conditioning I & II

**Grade(s):** 11 ~ 12

**Semester Course - HS Credit = 0.50**

This course is a continuation of Strength and Conditioning I/II. This course is designed to let the individual continue on with their workout plan. This course is offered at the same time as Strength and Conditioning I and it is intended for Seniors, Juniors, and Sophomores in this order.

## **Lifetime Activities**

**Prerequisite** Signature from Instructor Required from Mr. Lalim

**Grade(s):** 12

**Semester Course - HS Credit = 0.50**

This course is a Physical Education, Health & Wellness class based on recreational activities in our area. Our goal is to introduce you to the lifetime recreational activities available in our area. We will fish, golf, play broomball, swim, lift weights, and bowl, plus many more.



# SCIENCE

## **Physical Science**

**Pre Req: None**

**Grade(s): 9**

**Year Long Course - HS Credit = 1.00**

Physical Science is based on concepts related to physics and chemistry. Students will be given group assignments, mini projects, research topics, and lab activities based on many concepts in physics and chemistry that follow the graduation requirements. Students will be asked to work on several projects throughout the course of the year which include specific concepts of chemistry and physics. The concepts are aligned with the Minnesota Standards and will be introduced to students through an assortment of teaching strategies. **Major units of instruction:** Measurement, Properties of Matter, Physical and Chemical Changes, Atomic Theory, Periodic Table, Motion and Forces, Work and Power, Simple Machines, Electricity, Magnetism and Sound and Light.

## **Biology**

**Prerequisite Physical Science**

**Grade(s): 10 or Accelerated**

**Year Long Course - HS Credit = 1.00**

Course that uses the basic underlying themes of (scale/structure, energy, evolution, unity & diversity, patterns of change, stability and equilibrium, systems and interactions) to introduce the major units. Focus is on hands-on lab. experiments. **Major Units of Instruction:** Basis of Life, Genetics, Change/Diversity, Monerans/Protists/Fungi, Plants, Invertebrates, Vertebrates, Human Biology and Environmental Field Studies.

## **Chemistry in the Community**

**Prerequisite Biology**

**Grade(s): 11 ~ 12**

**Year Long Course - HS Credit = 1.00 and Meets 3rd year for Science**

This is a chemistry class that will satisfy the graduation requirement of taking a physics or chemistry class. It is a lower level chemistry with limited math requirements. The chemistry taught is applied to common experiences and applications important to all people such as water, resources, petroleum and food.

## **College Prep Chemistry**

**Prerequisite Biology**

**Grade(s): 11 ~ 12 or Accelerated**

**Year Long Course - HS Credit = 1.00 and Meets 3rd year for Science**

College prep chemistry is a course designed for students with an interest in science or are college bound. It is recommended for students who are college bound going into the sciences. The course will cover general concepts of chemistry. The course is a full year course. **Major Units of Instruction:** Scientific Method, Metric measurement, Matter, Atoms: neutrons, protons, and electrons, Periodic table, Chemical bonding, Chemical formulas, Chemical compounds, Stoichiometry, Gas Laws, Solutions and Acids and Bases

## **REACH College General Chemistry**

**Prerequisite Biology and Meets PSEO Requirements**

**Grades: 11 ~ 12 or Accelerated**

**Year Long Course - HS Credit = 1.00**

**Credits: 1 High School/3 College and Meets 3rd year for Science**

College prep chemistry is a course designed for students with an interest in science or are college bound. It is recommended for students who are college bound going into the sciences. The course will cover general concepts of chemistry. The course is a full year course. **Major Units of Instruction:** Scientific Method, Metric measurement, Matter, Atoms: neutrons, protons, and electrons, Periodic table, Chemical bonding, Chemical formulas, Chemical compounds, Stoichiometry, Gas Laws, Solutions and Acids and Bases

## REACH Survey of Chemistry

**Prerequisite: Biology and Meets PSEO Requirements**

**Grades: 11 ~ 12 or Accelerated**

**Year Long Course - HS Credit = 1.00**

**Credits: 1 High School/4 College and Meets 3rd year for Science**

Provides the student with an adequate background in the fundamentals of chemistry. This course covers the basic language and quantitative relationships of chemistry, including atomic structure, chemical bonding, structure-property relationships, chemical reactions, carbon compound families and important biologic macromolecules, such as proteins, lipids and carbohydrates. Can serve as an introductory course in preparation to take Chemistry 1101/1102 and/or can serve to meet MnTC in goal area 3

## Physics

**Prerequisite Algebra. II & Physical Science**

**Grade(s): 11 ~ 12**

**Year Long Course - HS Credit = 1.00 Meets 3rd year for Science**

Physics is the science that covers the study of energy and matter. This class is designed for students with a high interest in science. Performance assessments will be created and developed for each major unit of study. Knowledge of trigonometry is needed and applied in this class. **Major units of instruction:** Measurement and problem solving, nature and the cause of motion, resolution and composition of forces, conservation of energy and momentum, thermal effects, heat and work, waves, sound and light waves, magnetism, electricity and the historical significance of major scientific advances.

## Anatomy

**Prerequisite: Signature from Instructor Mr. Suter**

**Grade(s): 11 ~ 12**

**Year Long Course - HS Credit = 1.00**

The year-long anatomy class extends the life science standards into upper-level learning of the human body systems. The emphasis that is placed on the relationship between body structures and their functions helps support the concept of homeostasis [how the body maintains a stable internal environment]. The course includes interactive labs & projects, class work, and field trips.



# SOCIAL STUDIES

## Civics/U.S. History 9

**Prerequisite: None**

**Grade(s): 9**

**Year Long Course - HS Credit = 1.00-**

This course will focus on U.S. government at the Federal, State, and local levels and U.S. History from Reconstruction to approximately 1900. **Major units of instruction:** American Citizenship, A Tradition of Democracy, The United States Constitution, The Federal Government, State and Local Government, Reconstruction, Western Expansion, Industry, Immigration & Invention and the Progressive Era.

## United States History

**Prerequisite: None**

**Grade(s): 10**

**Year Long Course - HS Credit = 1.00**

The first semester includes a brief review of U. S. History to approximately 1900. It focuses on events from 1900 up to WWII. Semester two focuses on events from WWII to the present. **Major units of instruction:** WWI, 1920's, 1930's, WWII, The Holocaust, Post-War, then each decade to the present.

## **World History/ Geography**

**Prerequisite: None**

**Grade(s): 11**

**Year Long Course - HS Credit = 1.00**

A thorough survey course covering from prehistoric to modern times, both western and non-western worlds. Topics include: the rise of civilization; political, social and economic developments of the Middle Ages; the Renaissance an era of discovery; the growth of democracy and nationalism; the industrial revolution; and the two world wars. Postwar problems and recent developments are also studied.

## **Economics**

**Prerequisite: None**

**Grade(s): 11 ~ 12**

**Semester Course - HS Credit = 0.50**

Economics is taught from the global perspective and gives students the necessary skills to analyze information using both text and technical data. Through the use of fundamental concepts of economics, a student shall demonstrate understanding of the interactive nature of global, national, and local economic systems.

## **Current Events**

**Prerequisite: None**

**Grade(s): 11 ~ 12**

**Semester Course - HS Credit = 0.50**

The focus of this class will be those current events that are changing our social, political, and economic life. The course will also cover recent religious and militaristic events that shape our world today. The student will, along with the teacher, provide worthwhile topics for class discussion. Daily news sources, such as newspapers, television news shows, radio, magazines, and the internet will be used in class. The class will progress from basic to intermediate, and finally advanced skills in current events studies. The class will conclude with topic specific units.

## **History Through Film**

**Prerequisite: None**

**Grade(s): 10 ~ 12**

**Semester Course - HS Credit = 0.50**

This course was designed to show history through the use of documentaries and Hollywood Films. This course will use film to approach significant problems in history. We will examine several historical themes through use of many films as well as explore the accuracies and inaccuracies of full-length Hollywood historical epics. Themes to explore throughout the semester: slavery, genocide, the Cold War, civil rights and human rights, organized crime in America, sports in America.

## **Mythology**

**Prerequisite: None**

**Grade(s): 10 ~ 12**

**Semester Course - HS Credit = 0.50**

This class is an introduction to Greek mythology and other types of mythology. Students will read and discuss stories dealing with the Greek gods (such as Zeus), heroes (such as Hercules), and adventures (such as the Trojan War). We will study stories of the gods and heroes and analyze the values and beliefs those stories convey. Students will work on individual and group projects. There will be a variety of graded activities including group work, class work, quizzes, tests, and projects.

## **Psychology**

**Prerequisite**

**Grade(s): 11 ~ 12**

**Semester Course - HS Credit = 0.50**

Are you “normal”? What do dreams mean? How can you get motivated? How do optical illusions work? Can you overcome a fear of spiders? The answers to these and other questions may be found in Psychology class. This

introductory course includes the study of the brain, sensation, perception, motivation, emotion, learning, memory, states of consciousness, personality theories, disorders and treatments.

### **PSEO College Now Psychology 101**

**Prerequisite: Instructor's Written Permission**

**Grade(s): 11 ~ 12**

**Semester Course - HS Credit = 0.75 College = 3 Credits**

The course looks at the biological and mental developments associated with psychology. This is a College Now course through Southwest State University. Students will complete weekly assignments and tests online with a teacher available as a resource. Students should be independent learners who have good reading and writing skills and can meet deadlines.

**Major Units of Instruction:** Consciousness, Learning, Memory, The Brain, Stress, Disorders, Personality, Human Development. History & Development of Psychology and Social Psychology.

### **Sociology**

**Prerequisite: None**

**Grade(s): 11 ~ 12**

**Semester Course - HS Credit = 0.50**

Why shouldn't you snap your fingers or cross your legs in some countries? How does the size of a group affect people's behaviors? Do those songs you listen to have a good or bad effect on you? Which cultures think drinking milk and taking baths are abnormal, and why? How does your gender affect your life? Is the death penalty fair? What are some famous fads, rumors and urban legends? These are some of the questions we discuss in Sociology class as you are introduced to basic concepts, theories, and issues in Sociology, including: culture, socialization, groups/social interaction, deviance, stratification, gender and collective behavior.

### **PSEO College Now Sociology**

**Prerequisite: Instructor's Written Permission**

**Grade(s): 11 ~ 12**

**Semester Course - HS Credit = 0.75 College = 3 Credits**

This course is designed to provide you with a sociological perspective, and to help you develop a critical framework from which to view, understand, and interpret society. The promise of sociology is to ignite our imaginations, developing what C. Wright Mill's termed a "sociological imagination", enabling us to see society in a different way. Using our sociological imagination, we will be better able to understand the connection between the individual and society. The value of sociology lies in linking the micro and macro perspective; showing how the most private elements of our lives are affected by larger social structures such as cultures, groups, organizations, and social institutions.

This is a College Now course through Southwest Minnesota State University. Students will complete weekly assignments, online quizzes, in-class discussions and three exams. Students will learn about culture, social stratification, social institutions, deviance, discrimination, and gender issues.

## **WORLD LANGUAGES**

### **Dakota Language I & II**

**Prerequisite**

**Grade(s): 9 ~ 12**

**Full Year Course - HS Credit = 1.00**

The Dakota Language Course will include: Alphabet & Pronunciation, Days/Months: The Dakota Nation Time, Introducing Yourself and Seeing School and Work, How are you? Four Stages of Life, Counting, How old are you? , Four Directions - Watauga, Relatives, Verbs of Motion. This course will be taught by a fluent speaker. The Upper Sioux Community is collaborating with the school district to help bring the Dakota language to the area. There is a vast history of the Dakota people that will be learned by learning the language.

## Dakota Language III & IV

### Prerequisite Dakota I

Grade(s): 9 ~ 12

Full Year Course - HS Credit = 1.00 -- Continuation of Dakota I.

A fluent speaker from the Community assists students taking this course. It is an extension of Dakota I and language development.

### ~~ITV~~ Spanish I

Prerequisite: None

Grade(s): ~~109~~ ~ 12

Full Year Course - HS Credit = 1.00

An introduction to Spanish language, traditions and geography. Students learn vocabulary about school, friends, family & home and themselves while developing skills in reading, writing, listening and speaking. The emphasis is on developing speaking skills using the Speed Spanish program.

**Major units of study:** Talking about yourself, Going to school, Family, Spending time with friends and Basic Foods.

### ~~ITV~~ Spanish II

Prerequisite Spanish I

Grade(s): ~~109~~ ~ 12

Full Year Course - HS Credit = 1.00

A continuation of the study of Spanish culture as well as the development of linguistic and grammatical skills. Students work with present, past and future tenses as they continue to develop their speaking skills. Emphasis will be on expanding self-expression by use of the four communication skills. Areas of interest include everyday living, relating personal needs and interests, shopping, and life in the past and future.

**Major units of study:** Clothing & Shopping, Places & Events, Housing, Sports and Daily Routine

### ITV Chinese I

ITV Course

Prerequisite None

Grade(s): 11 ~ 12

Full Year Course - HS Credit = 1.00

Chinese is a practical language to learn, given that China is the world's most populous nation and it has many political and economic ties with the U.S. being bilingual in Chinese and English will open many doors for students in the future. In this course you will begin to explore the language and develop a degree of proficiency. In this immersion program you will also begin to understand the cultural of China. You will explore culture through the lenses and intersections of perspective, practices and products. We discover the careful integration of Chinese cultures into any curricula and begin to understand how perspectives, practices, and products are similar and different from our own culture. This is meant to educate us broadly about how they interact with people who may have different worldviews and life experiences from their own.

### ITV French I

ITV Course

Prerequisite: None

Grade(s): 10 ~ 12

Full Year Course - HS Credit = 1.00

French I introduces the basics of the French language through listening, speaking, reading and writing skills. Culture and geography of France and other French speaking areas are discussed within each unit so students begin to develop a feel for everyday life in a foreign culture. However, the main emphasis is on the language itself--oral comprehension; proper pronunciation; vocabulary and grammatical structures necessary to speak and write intelligibly; and reading comprehension strategies. **Major units of instruction:** The following are topics used to accomplish outcomes: Friends, School, Sports and pastimes, Cafés, Home / family and Nationalities

## **ITV French II**

### **ITV Course**

#### **Prerequisite French 1**

**Grade(s): 11 ~ 12**

**Full Year Course - HS Credit = 1.00**

French 2 is a continuation of the study of basic structures of the French language. Listening, speaking, reading and writing skills will continue to be stressed with an emphasis on building vocabulary and improving writing skills. Cultural differences are explored through the use of discussion, pictures, and articles. **Major units of instruction:** Homes, French cities, Activities with friends, Parties, Holidays and French-Speaking Areas

## **ITV German I**

### **ITV Course**

**Prerequisite: None**

**Grade(s): 10 ~ 12**

**Full Year Course - HS Credit = 1.00**

Topics Introduced: Work Order, Verb Tenses, Parts of Speech, Verb Voices, Verb Conjugation, Translations, Noun Declension, Conversations

Academic Skills Developed: Conversational listening skills; thinking in another language; translation skills; understanding the culture; appreciation and understanding of their own language

Textbooks/Resources: Neue Freunde

## **ITV German II**

### **ITV Course**

**Prerequisite German 1**

**Grade(s): 11 ~ 12**

**Full Year Course - HS Credit = 1.00**

Topics Introduced: Increased Emphasis Upon Oral Proficiency, Listening Comprehension, Study German Literature and History

## **ITV PSEO Sign Language I & II**

### **PSEO LASL 1205 – American Sign Language I**

#### **ITV Course**

**Prerequisite: PSEO Guidelines**

**Grade(s): 11 ~ 12**

**Semester - HS Credit = .75, College Credit = 3**

This course introduces the fundamentals of American Sign Language (ASL) used by the Deaf Community, including basic vocabulary, syntax, fingerspelling, and grammatical non-manual signals. Questions, commands, and simple sentences are covered, leading to basic conversational skills. Students will gain cultural knowledge and increased understanding of the Deaf Community.

### **PSEO LASL 1265 – American Sign Language II**

#### **ITV Course**

**Prerequisite: American Sign Language I**

**Grade(s): 11 ~ 12**

**Semester - HS Credit = .75, College Credit = 3**

This course continues to develop the basics of the American Sign Language (ASL) and the building of both expressive and receptive vocabulary. Students will develop the communicative competencies in the language focusing on skills including temporal sequencing, spatial agreement and object identification through description. Basic storytelling skills will be introduced. Study of Deaf Culture is continued.

## **ITV PSEO Sign Language III & IV**

### **PSEO LASL 2270 – American Sign Language III**

#### **ITV Course**

**Prerequisite: American Sign Language II**

**Grade(s): 11 ~ 12**

**Semester - HS Credit = .75, College Credit = 3**

This course expands the communicative range from LASL 1265 American Sign Language II to talk about people and places in a contextually-reduced framework. Students will learn to describe places, objects, and events. In addition, students will develop basic narrative skills to tell about past events. Through in-class discussions/demonstrations, media and course readings, students will be exposed to elements of the Deaf community and culture.

**PSEO LASL 2275 – American Sign Language IV**

**ITV Course**

**Prerequisite: American Sign Language III**

**Grade(s): 11 ~ 12**

**Semester - HS Credit = .75, College Credit = 3**

This course is a continuation of LASL 2270 American Sign Language III and increases the emphasis on abstract and challenging conversational and narrative range. Students will learn basic classifier usage; receptive and expressive coursework; broader sign vocabulary and grammatical structure; various aspects of Deaf culture and cultural behavior rules.

## **OTHER/MISCELLANEOUS**

**Sting Mentorship Program**

**Prerequisite Good Standing**

**Grades(s): 10 ~ 12 ~ Application**

**Semester Course ~ Must take place in lieu of or during study hall**

Mentoring is a developmental partnership through which one person shares knowledge, skills, information, and perspective to foster the personal and professional growth of someone else. We all have a need for insight that is outside of our normal life and educational experience. The power of mentoring is that it creates a one-of-a-kind opportunity for collaboration, goal achievement, and problem solving. The personalized nature of mentoring means you can decide to learn about the topics and issues of most relevance to you. Students will be required to complete 30 hours of volunteering to be eligible for a letter.

**Sting Tutoring Program**

**Prerequisite: None**

**Grade(s): 12**

**Semester Course ~ Must take place in lieu of or during study hall**

**∞Instructor permission and signature required via High School Office.**

Sting High School Students will have the opportunities to tutor fellow HIVE mates in academic areas of strength. Students will be required to complete 30 hours of tutoring to be eligible for a letter.

**Early Childhood/Education ~ OJT**

**Prerequisite Child Development**

**Grade(s): 11 ~ 12**

**Semester Course - HS Credit = 0.50**

This course provides opportunities for career exploration and skill development in work with elementary school-age children. Each student will be assigned to an elementary teacher and will volunteer each week for at least five class periods. Once a month the student will meet at the high school for a skills meeting and to evaluate his/her progress. Knowledge about growth and development of school age children will be discussed, as well as the career of teaching. The class will be offered to junior and seniors who have permission to drive to the elementary schools. **The student must have a strong interest in a career working with children.**

## Office Assistant Program ~ OJT

**Prerequisite:** None

**Grade(s):** 12

**Semester Course -Volunteer Credit ~ Must take place in lieu of or during study hall**

∞**Instructor permission and signature required via High School Office.**

Students will work in the High School Principal's Office doing a variety of office tasks such as running copy equipment, sorting mail, delivering student messages, organizing a school scrapbook, etc. Students will be required to complete 30 hours of volunteering to be eligible for a letter.

## Independent Credit for Outside Academic Experience

**Grade(s): 9-12 ~ Must take in lieu of a Study Hall**

Students will have the opportunity for extended travel/family trip experiences throughout their high school careers. In an effort to enhance student's experiences YME will offer credit for documented experiences. Maximum credit allowed will be .5 credit (equivalent to one semester course based on 90 + hours of actual classroom instruction). See Principal for additional information.

**Study Hall – Semester Only could be Semester 1 or 2.**

**Study Hall - Full Year (both Semester 1 and 2).**



*The Academy* is a “school within a school” setting for students who have not experienced academic success in the traditional classroom. Students recommended for The Academy are those who would find success working in smaller groups with consistent opportunities to be supported in a one-to-one setting. Many of these students need just one little thing to make a difference in their education... to help strengthen the foundation for learning. Students will be admitted based on teacher recommendation and a completed student questionnaire.

## The Academy ~ Science

Academy Science is a non-traditional way of learning science. Being successful in this program will involve effort, involvement, and motivation from each student. The teacher will provide the science curriculum and “tools” that will equip each student to be successful as they complete the science course.

The science course being taught in The Academy will be Biology. If there is a high enough need, a junior high science course would be considered, either Earth Science or Life Science. Students typically considered for Academy Science are in 8th - 10th grade. See general course descriptions in the registration manual for basic curriculum covered.

## The Academy ~ Mathematics

In Academy Math, the goal is to allow students to build complete understanding of mathematical concepts at a pace that is optimum for their learning. Weekly goal setting is a component that allows students to reach their potential while feeling a sense of confidence and accomplishment.

The courses being taught in The Academy will be linear algebra, Algebra I, and Algebra II.

## The Academy ~ English

Academy English is a year-long course designed to improve proficiency in reading, writing, speaking, listening, and critical thinking skills. This rigorous course is characterized by self-monitoring and reflection, collaborative learning in a small group setting, and increased opportunity for one-on-one instruction. Students will be admitted based on prior English/Language Arts coursework, work habits, and teacher recommendation. This course is recommended for 9th or 10th grade students.

## **The Academy ~ Social Studies**

The students who are chosen for this class are those who would be successful participating in individual project based learning with group discussions to follow. Student involvement and motivation will contribute to the success each student has in Academy Social Studies. The social studies course being taught in Academy will vary from year to year. One year Civics will be taught and the following year it will be U.S. History or World History depending on the need. Students typically considered for the Academy Social Studies are in 9th ~ 11th grade.

# **Upward Bound**

The Upward Bound Program is a federally funded (free to participants) college preparatory program sponsored by SMSU. The purpose is to increase the college enrollment and graduation rates of our high school youth. Applications are available to students enrolled in 9, 10, or 11th grade from MHS and YME. Once the student has been accepted into the program, he/she will be required to participate until graduation from high school. During the academic year students participate in tutoring and academic advising, education field trips, ACT prep class, financial literacy, plus much more. During the summer, Upward Bound offers a 5-6 week residential summer program of instruction at SMSU, which includes college visits, cultural and educational field trips, and evening activities. The Assistant to the Director of UB will be available at the YME School twice a week (Tuesday and Thursday) to assist students with filling out applications, meet with parents, assist students with college preparation, advise students with academic needs, oversee tutoring sessions and to answer any questions about Upward Bound.



# Yellow Medicine East, ISD 2190

---

## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 8.5  
**MEETING DATE:** April 8, 2019  
**SUBJECT:** Consent Agenda

**BOARD ACTION:**  
Required   
Information  
Scheduled Report

### BACKGROUND/RATIONALE:

The minutes for each of the committee meetings (Finance and Building & Grounds) are attached in boardbook. Please discuss with your colleagues during the meeting. Remember, we have these committees in order to make these decisions. I encourage you to follow their guidance.

Finance committee will meet again in May to review next year's budget. We will likely still need to make cuts for the following year. We will also discuss whether we should go out for a referendum this fall a year ahead of when it expires.

Buildings & Grounds committee discussed the two budgets and would like to proceed with lining up contractors.

Approval of the Capital Outlay and Long Term Facilities Maintenance budgets are later in the agenda but questions can be addressed now or later.

**PRESENTER(S):**  
None

**COMMITTEE:**  
Full Board of Education

**SUPERINTENDENT RECOMMENDATION:**

## FINANCE COMMITTEE MEETINGS:

- Finance Committee (quarterly) - Steve Rupp, Dawn Odegard, Jeremy Corner, LeeAnn Boushek:
  - October 25, 2018 (5:00 pm)
  - January 29, 2019 (5:00 pm)
  - April 2, 2019 (5:00 pm)
  - May 14, 2019 (5:30 pm)

4/2/19

**Members present: Sharon Rupp, Jeremy LeBlanc, Sonja Pederson**

**Present: Rich Schneider, Ryan Luft, Lisa Hansen, LeeAnn Boushek**

### 1. History of cuts:

- a. Spring 2018 (total 3.5) = 1.0 Science, 0.5 ELL, 1.0 elementary, 1.0 special education
- b. Cuts 2019: (total ca 422,830)
  - i. Teaching staff: 3.0 elementary (1 moved from eled to sped), 0.5 FACS, 1.0 Business/Technology, 0.5 PE (ca 319,244)
    1. Concerns with the many changes for sped staff
    2. 504 coordinator concerns
  - ii. Food Service (varied staff hours): (ca 15,000)
    1. Free breakfast program
  - iii. Custodial (1 staff member): (ca 44,000)
  - iv. Paraprofessional: (ca 44,586)
- c. Adds 2019:
  - i. Spanish - 0.5
- d. Activity Cuts 2019: (ca 12,343)
  - i. Intramurals Director - 2274
  - ii. HS Knowledge Bowl - 1267
  - iii. JH Knowledge Bowl - 2437
  - iv. Musical 2nd Assistant - 2714 (reinstated)
  - v. JH FB Coach - 2631
  - vi. JH Wrestling - 2460
  - vii. Science Club Advisor - 637
  - viii. Drama Club Advisor - 637

### 2. Coaching/advisory considerations for cutting:

- a. Thresholds/suggestions from Tim Knapper
- b. GBB - JH or C team coach? (expect 1-8th grader and 7-7th graders)
- c. VB - JH or C team coach? (18 JH players, insufficient freshmen)
- d. Track - combine JH track positions into an assistant coach position (JH participants will be coached by all coaches)
- e. Participation numbers from 2018-2019
  - i. Cost of golf = 18,000
  - ii. Cost of tennis = 22,000
  - iii. Cost of Cross Country = 13,000
- f. Questions for Mr. Knapper to answer for us:
  - i. If we decrease a sport, will they play another sport? Maybe depending upon what's available
  - ii. Would it help to cooperate with another school? Sometimes but going up a division can be a challenge both competitively and travel-wise

- iii. Which sports would be of interest for a cooperative? Undetermined but the process should start very early in the school year
  - g. Programs we might recommend cutting due to low participation?
  - h. Newspaper advisor?
  - i. Participation fees - clarification sought for how they are recorded and spent (boys versus girls)
- 3. Buyouts/early retirements overview
  - a. Rich will talk to union leaders about not offering this year and deadline of May 1
- 4. SRO contract:
  - a. Letter of support for SRO position
  - b. District pays 69% of costs
  - c. Roughly cost us 55,000 last year
  - d. We do not have control over the cost of the position (his rate of pay)
- 5. School Nurse:
  - a. History:
    - i. Was 23.63 per hour 2017-2018 - 33,525
    - ii. Earned her public health nursing license and moved to teacher contract
    - iii. 2018-2019 - 46,837
  - b. Duties included combination of health services and health services coordination
  - c. Agreement and letter of appeal to Dr. Clark
  - d. Nurse duties & responsibilities
  - e. Nurse Job Description
  - f. Based the need to pay as an RN upon the cost of RCW's part time nurse
  - g. Add as a discussion item (continuing consideration) for board agenda
- 6. 2018-2019 budget status and revisions
  - a. Budget as of February 13, 2019
  - b. Update - LeeAnn Boushek
  - c. Revenues increased by 62,700 (football donation for helmets, LYFT, etc.)
  - d. Expenditures are down by 7300
  - e. Revised Budget Summary
- 7. 2019-2020 Budget
  - a. Should we build in a 2% increase
  - b. Or do we want to hold
  - c. Negotiated Agreement structure (lanes and steps)
  - d. Projected FY 20 Budget
- 8. LTFM & CO Wishlist
- 9. Referendum discussion:
  - a. Current - 524.61 (100.61 expires December 2020) + 1255.13 (passed in fall 2015)
  - b. Timeline - do we go out this fall?
  - c. Amount
- 10. Supplies budget cuts for 2019-2020:
  - a. Musical supplies - cut 1500 (cost of musical 2nd assistant = 1980.63) to offset this expense
  - b. At least 10% cut to all budgets
- 11. Capital outlay:
  - a. technology purchases for Chromebooks for MS/HS
  - b. Decided the CBs should be purchased from the CO fund balance
- 12. Transportation contract for 2019-2020:
  - a. 9 month lead time to negotiate
  - b. Rich will work on a comparison chart to compare

13. Communications expert and training costs?
  - a. Assess our community and school to discover gaps
  - b. Development a communications plan for the future
14. Pictures options (Ryan Luft):
  - a. Lifetouch
  - b. Jostens
  - c. Multi-year contract
15. Next Meeting (??? - next year's budget, end of May?)
  - a. May 14 @ 5:30

4/3/19 - 5:30 pm

Members: Ron Winter, Amanda Lecy

Staff: Rich Schneider, Francis Staab, Ryan Luft

1. LED light replacement presentation from bright schools project (<https://www.brightschooolsproject.org>)
  - a. Expected us to sign an agreement to proceed further
  - b. Promised a 20% reduction in the cost of energy which included the cost of electricity and repayment of the loans for the cost of equipment for upgrades
  - c. At the recommendation of the committee it will not be taken to board
  - d. Francis Staab will count lights and fixtures
  - e. Will pull all electric bills for a year and put into a spreadsheet
2. Reviewed LTFM and CO items that were budgeted for 2018-2019
3. Auxiliary gym update
  - a. Elevations
  - b. Addition of doors and hallway for egress
4. Proceeding with LTFM items to get contractors lined up, items ordered, etc.
5. Capital Outlay prioritization:
  - a. Chromebooks will be paid for out of our Capital Outlay Fund Balance
  - b. All priority 1 items approved
6. Added 9200 for Musser Environmental for our annual testing to LTFM budget
7. South side gym bleachers
  - a. Discussion was held about removing bleachers on south side of gym to help with egress changes
  - b. Will not be considered at this time to ensure we have adequate capacity for big events
8. Tennis court update:
  - a. Unsure how it will come out after the frost goes out
  - b. Will be re-examined
9. Both LTFM and CO lists will be presented at April board meeting for approval:
  - a. Capital outlay budget available = 185,150
  - b. Capital outlay requests total = 467,897
  - c. Capital outlay requests approved = 166,637 (plus 34,300 from the fund balance)
  - d. Chromebooks will be purchased out of capital outlay fund balance
  - e. LTFM budget available = 288.952
  - f. LTFM requests total = 753,862
  - g. LTFM requests approved = 239,378

# Yellow Medicine East, ISD 2190

---

## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 9.1  
**MEETING DATE:** April 8, 2019  
**SUBJECT:** Consent Agenda

**BOARD ACTION:**  
Required   
Information  
Scheduled Report

### BACKGROUND/RATIONALE:

Since I am recommending that we do not access the Snow Bill, I am also recommending that we do not automatically exempt our seniors for attendance the last week. Mr. Luft and I have discussed a plan to accommodate them with some limited time from the school (1 ½ days) of absence that would be counted as absent. I have spoken to the three seniors that presented last meeting and they appeared to understand our situation. I don't think we need to commit to anything board-wise and allow us latitude to adjust accordingly.

### PRESENTER(S):

None

### COMMITTEE:

Full Board of Education

### SUPERINTENDENT RECOMMENDATION:

I recommend that we allow administration to make the above mentioned adjustment to the senior's schedules.

# Yellow Medicine East, ISD 2190

---

## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 10.1  
**MEETING DATE:** April 8, 2019  
**SUBJECT:** New Business

**BOARD ACTION:**  
Required **X**  
Information  
Scheduled Report

### **BACKGROUND/RATIONALE:**

We need to approve the termination of Cindy Lavin, a tier 1 teacher. She does not need anymore explanation than that she is not licensed for that position. This has all changed with the new rules on teacher licensure.

**PRESENTER(S):**  
None

**COMMITTEE:**  
Full Board of Education

**SUPERINTENDENT RECOMMENDATION:**  
I recommend approval of this personnel item.

# Yellow Medicine East, ISD 2190

---

## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 10.2  
**MEETING DATE:** April 8, 2019  
**SUBJECT:** New Business - Personnel Items

**BOARD ACTION:**  
Required **X**  
Information  
Scheduled Report

### BACKGROUND/RATIONALE:

Tara Tongen has submitted a letter of resignation at the end of the 2018-2019 school year.

Logan DeBlieck is being hired as a 0.5 FTE Spanish and 0.5 FTE TBA. We have two areas that he will be considered for at this point but we must make sure we follow our hiring processes. Hiring him now ensures that we have a Spanish teacher and assigning the remainder of his contract at a later time gives us some flexibility. He does have experience in both Special Education and English Language Learner programs.

My salary should be adjusted as mentioned in past board meetings to remain at the 2018-2019 level.

I would like official board action to recognize Lisa Hansen, K-5 Principal, as our Preschool Program Coordinator. Tim Knapper will still need to continue to be involved and his expertise and experience combined with Lisa's energy and vision will be advantageous for our entire early childhood program. This also allows us to shift some of the cost of her salary to community education.

Bev Ims has reached a settlement with us to reinstate her benefits and therefore has withdrawn her request for arbitration. This is a win-win and something I can use as a consistent consequence.

Both Darlys Listul and Emily Enger are requesting a hearing for their ULA. Both hearings are pending arrangements and when speaking to their field representative, Tammy Barnes, they are requesting a copy of the schedule and assignments to verify if they have rights to other positions in the school.

### PRESENTER(S):

None

### COMMITTEE:

Full Board of Education

### SUPERINTENDENT RECOMMENDATION:

I recommend approval of these personnel items.



Denise Streich <dstreich@isd2190.org>

---

## Fwd: Resignation

---

**Lisa Hansen** <lhansen@isd2190.org>  
To: Denise Streich <dstreich@isd2190.org>

Mon, Apr 8, 2019 at 11:19 AM

Mrs. L. Hansen, Ed.S., Principal  
Bert Raney Elementary School  
555 7th Avenue  
Granite Falls, MN 56241  
(320) 564-4081, x 114  
[lhansen@isd2190.org](mailto:lhansen@isd2190.org)

----- Forwarded message -----

From: **Tara Tongen** <[ttongen@isd2190.org](mailto:ttongen@isd2190.org)>  
Date: Mon, Apr 8, 2019 at 11:07 AM  
Subject: Resignation  
To: Tim Knapper <[knapper@isd2190.org](mailto:knapper@isd2190.org)>, Lisa Hansen <[lhansen@isd2190.org](mailto:lhansen@isd2190.org)>, Rich Schneider <[rschneider@isd2190.org](mailto:rschneider@isd2190.org)>

To whom this may concern,

I would like to resign from my ECFE teaching position effective at the end of the 2018-19 school year.

Tara Tongen



# YELLOW MEDICINE EAST – ISD 2190

*Serving Clarkfield, Echo, Granite Falls, Hanley Falls, Hazel Run, Upper Sioux Community*

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

---

March 25, 2019

Sharon Rupp  
Board of Education President  
YME School District  
450 9th Avenue  
Granite Falls, MN 56241

To Whom It May Concern -

I voluntarily forgo my salary increase for the 2019-2020 school year and understand that my salary will continue to be 115,000 for the 2019-2020 school year.

Yours in education,

Rich Schneider

---

**From:** Bev Ims <bims@isd2190.org>  
**Sent:** Sunday, March 31, 2019 9:32 PM  
**To:** Rich Schneider  
**Subject:** Re: Meeting

Rich,  
I'd like to share some additional thoughts in reference to this email. As a taxpayer in this district, it seems ridiculous that the school district would be required to spend additional money for arbitration with the budget concerns it has at this time. You communicated that the two of us could work this out and come to a better agreement. You indicated the board would consider reinstating the 6 days of benefits. I'm willing to agree to that and be done with this issue. I still disagree with the severity, but it's taken more time than it's worth and would end up costing the district more money in legal fees than the amount I'm trying to recap.

For your reference I included Tara's email...

---

**Tara Miller** <[tmiller@isd2190.org](mailto:tmiller@isd2190.org)>

to me

Hi Bev. Each dock day is \$262.18 in salary.

Your daily benefit rate is as follows:

30.71 for health  
2.61 for dental  
.34 for life  
.90 for ltd  
6.53 for 403b

The amounts will be adjusted on your check and you will not need to write the district a check to keep your benefits in tact.

**Thank you,**

**Tara Miller**  
HR/Payroll Specialist

Yellow Medicine East ISD 2190  
MN Valley Coop Center ISD 978  
450 9th Avenue  
Granite Falls, MN 56241

Phone: 320-564-4081 ext. 112

Fax: 320-564-4781

Email: [tmiller@isd2190.org](mailto:tmiller@isd2190.org)

---

April 5, 2019

Sharon Rupp, Board Member  
Board of Education  
Independent School District No. 2190  
450 9<sup>th</sup> Ave.  
Granite Falls, MN 56241


Dear Mrs. Rupp:

I hereby request a public hearing on the Board's proposal to terminate my employment and place me on Unrequested Leave of Absence pursuant to M.S. 122A.40.

I will be represented at the hearing by Education Minnesota. Please contact my representative to arrange a mutually acceptable hearing date. Her address and phone number follow:

Tammy Barnes, Education Minnesota Field Staff  
1520 Willmar Ave SE, Suite 1  
Willmar, MN 56201  
1-800-642-3239 or 1-320-235-7220

Sincerely,



Darlys Listul

cc:  
Rich Schneider, Superintendent  
Tammy Barnes, Education Minnesota Field Staff  
Andy Holt, Local President

April 5, 2019

Rich Schneider, Superintendent  
Board of Education  
Independent School District No. 2190  
450 9th Avenue,  
Granite Falls, MN 56241

Dear Rich Schneider:

I hereby request a public hearing on the Board's proposal to terminate my employment and place me on Unrequested Leave of Absence pursuant to M.S. 122A.40.

I will be represented at the hearing by Education Minnesota. Please contact my representative to arrange a mutually acceptable hearing date. Her address and phone number follow:

Tammy Barnes, Education Minnesota Field Staff  
520 Willmar Ave SE, Suite 1, Willmar, MN 56201 and 1-800-642-3239 or 1-320-235-7220

Sincerely,



Emily Enger

cc:

Rich Schneider, Superintendent  
Andrew Holt, Local President  
Tammy Barnes, Education Minnesota Field Staff

*(Retain a copy for your professional file)*

## FY2019-2020 Capital/LTFM Wish List

**Updated  
4/4/19**

CO Available Funds = 185,150

LTFM Available Funds = 288,952

Building	Funding Source	Staff member	Department	Description	APPROVAL PRIORITY	Total Cost	Rationale		
Activities	Capital			Storage Systems for new gym	2	\$10,000	Will need something to store ball racks, vb equipment, chairs, tables, clock equipment, etc.		
Activities	Capital			Glass Railings for gym	2	\$40,150	duplicate the other set of railings on the other side		
BRE	Capital			Science Curriculum Part Two	2	\$3,000	Final standard materials purchased, \$500 for each grade, organized by science committee. *This curriculum adoption was reduced significantly during the 17-18 school year.		
BRE	Capital			Language Arts Curriculum Supplemental Materials	1	\$3,000	BRE has identified LA standards in K-5 that are not currently being addressed in our Houghton Mifflin curriculum. We have prioritized standards that are assessed that we currently do not have materials for. Funds will be used to purchase instructional materials directly related to missing standards. \$500/grade level as needed.		
BRE	Capital	Special Ed Funding?		Sensory Swing Frame		\$1,800	Sensory Swing Frame- The On-The-Go 2 Swing Frame is constructed of aircraft aluminum, providing strength with the luxury of being lightweight while your child swings safely. SPED will fund these		
BRE	Capital	Special Ed Funding?		Reagan's Ride/Platform Board		\$1,000	Sensory Equipment. SPED will fund these		
Food Service	Capital		MS/HS	Mixer (36 qt)	1	\$12,000	reconditions from SFS = 3289.89 - <a href="https://sfsequipment.com/?s=mixer&amp;post_type=product">https://sfsequipment.com/?s=mixer&amp;post_type=product</a>	Hope to obtain from Minn West or purchase used	attachments and safety equipment, 20 qt would suffice
Francis	Capital			Bleachers rails and steps	1	\$15,321	New? Can't use LTFM		
MS/HS	Capital	Social Studies/CTE	Social Studies	Curriculum Review	2	\$8,000	Originally requested 40,000, 6th grade SS will be replaced for 8,000		
MS/HS	Capital	Ryan	Building	Video Displays	2	\$3,000	Will start with one in the gym lobby and then investigate further.		
MS/HS	Capital	Ryan	Office	Office ~ reconstruct	2	\$4,000	Originally requested 7500, will put in a wall and door to separate Henderson's office for confidentiality purposes		

MS/HS	Capital		Science	Foss Next Gen	2	\$2,094	Curriculum realignment		
TECH	Capital			Staff Computer lease (last year of 4 years)	1	\$40,230			
TECH	Capital			Copiers (2nd year of 5 year lease)	1	\$8,190			
TECH	Capital			Fortigate Firewall(LCTN)	1	\$1,000			
TECH	Capital			Smart Notebook renewal	1	\$600			
TECH	Capital			Admin Assistants Desktop(4)	2	\$3,240			
TECH	Capital			year 2 of 3 for Veeam	1	\$547	3 year contract		
TECH	Capital			Repair of staff computers (25% of 97 devices)	1	\$4,365	Estimated cost of repairs to staff computers		
MS/HS	Capital	Technology	Technology	Chromebooks	1	\$34,300	Amount from Tech 2-28-19 (See email)	Finance Committee recommends using CO fund balance	
Francis	Capital			Replacement temp sensors	1	\$1,800			
Francis	Capital			tools	2	\$1,000			
Francis	Capital			Vac replacement	2	\$1,200			
Francis	Capital			brush replacement	2	\$700			
Francis	Capital			Miscellaneous	1	\$5,000			
Total Approved CO						\$166,637	plus chromebook purchases of 34,300		
Activities	LTFM	Not ours? (LTFM)		Resurface or Replace Tennis Courts	1	\$20,000	Every (7) years. Estimate is for entire project, but City of GF will contribute 1/2. Done last in 2013, Rich talked to Tim and the total cost of replacement must get into the city budget (is not currently). The cost of grinding down to get through one more year is unknown but Tim will find out (after snow melt and based on availability of the salesman)		
BRE	LTFM			Miscellaneous Furniture /Carpet Replacement	1	\$4,000	Replacement Rotation		
BRE	LTFM			Electrical Update/BRE Office	2	\$1,000	Nicolle's office has old plugins/needs updating/additional		
Francis	LTFM			Drinking fountains	2	\$6,200			
Francis	LTFM			Tuckpointing outside building	2	\$8,000			
Francis	LTFM			Building painting	1	\$3,000			
Francis	LTFM			Roof contract	1	\$4,000			
Francis	LTFM			Fence replacement	2	\$8,000			
Francis	LTFM			Cement on football fence	2	\$4,000			

Francis	LTFM			new door locks	2	\$1,800	
Francis	LTFM			sealer 3 gyms	2	\$4,000	
Francis	LTFM			outside lighting led	1	\$2,600	
Francis	LTFM			light disposal	1	\$700	
Francis	LTFM			Elevator inspections	1	\$5,000	
Francis	LTFM			Fire alarms inspections	1	\$6,000	
Francis	LTFM			Tile replacement 30 lower hallway	2	\$2,727	
Francis	LTFM			Room 55 tile replacement	2	\$1,451	
Francis	LTFM			Room 55 abatement	2	\$2,983	
Francis	LTFM			Room 257 tile replacement	3	\$1,451	
Francis	LTFM			Room 257 abatement	3	\$2,862	
Francis	LTFM			Replace door #17	1	\$11,450	
Francis	LTFM			Replacedoor #19	1	\$11,450	
Francis	LTFM			Replace door 20	1	\$11,140	
Francis	LTFM			Replace door and window	1	\$35,000	
Francis	LTFM			Replacement of sewer lines	1	\$38,000	
Francis	LTFM			Replacement lockerroom doors	3	\$2,848	
Francis	LTFM			Partitions replacement in 30 builings	3	\$5,000	
MS/HS	LTFM	Building	Bathroom	Partitions Replacement (Boys) ~ 65 Building	3*	\$3,600	
MS/HS	LTFM	Building	Locker Room Door Replacement	9th/Varsity Grade Locker Room	3*	\$2,702	
MS/HS	LTFM	Ryan	Lockerroom 9th grade	Locker Replacement	3*	\$19,000	
TECH	LTFM			Recycling	1	TBD	
BRE	LTFM?			SmartRoom Update	3	\$5,000	Currently pieced together on BRE stage, with reduction of class sections for 19-20, will have a room that can be used. Regardless of location, space needs to be updated for safety and student need. Mainly used by SPED students, outside sources (PT/OT) also use this space.
BRE	LTFM		BRE Lobby	Mens Restroom	3	\$8,000	walls and fixtures (floor is completed)
District	LTFM			Musser Environmental	1	\$9,200	
Total Approved LTFM						\$239,378	



# Barcelona to Paris

**Jul 13 - Jul 20, 2020**

**Group Leader:**

Tanara Isfeld

**Group ID:**

269499

**Depart From:**

Minneapolis/St. Paul



## what's included



**Round-Trip Flights**



**Daily Breakfast and Dinner  
(unless otherwise noted)**



**Centrally Located Hotels**



**24-Hour Tour Manager**

- ✓ Barcelona Tour with Guide and Personal Headsets
- ✓ Sagrada Familia
- ✓ Parc Güell
- ✓ Barcelona Gothic Cathedral
- ✓ Barcelona Tapas Evening
- ✓ Pont du Gard Third Floor with Guide
- ✓ Avignon-Paris TGV
- ✓ Paris Tour with Guide
- ✓ Louvre
- ✓ Top of Arc de Triomphe

## OUR promise

In educational travel, every moment matters. Pushing the experience from “good enough” to exceptional is what we do every day. Our mission is to empower educators to introduce their students to the world beyond the classroom and inspire the next generation of global citizens. *Travel changes lives.*

## cultural connections



**HIGHLIGHTS** waiting to happen

### **Barcelona Tapas Evening**

Savor the culture of Spanish cuisine as you dine like a local on tapas specialties such as traditional cheeses, jamón or tortilla española.

“Our tour guide was phenomenal; he went above and beyond my expectations. His knowledge of the area and the history behind it was most impressive.”

**Matthew L. Participant**



## trip itinerary - 8 days

### Jul 13, 2020: Overnight Flight

Depart from the USA.

### Jul 14, 2020: Barcelona

¡Bienvenidos a España! Arrive in Barcelona, capital of Catalonia and Spain's second largest city. Take time to stroll through the old town and acquaint yourself with this vibrant culture. (D)

### Jul 15, 2020: Barcelona

Begin your day with a panoramic sightseeing tour. Our local expert will point out, via personal headsets, all the major highlights of Barcelona, including the unique Gaudí-designed houses. Antoni Gaudí, one of Catalonia's most famous sons, was a Modernist architect whose distinctive style is revered to this day. After, you'll be able to study the intricate design inside and out of his still-unfinished Sagrada Familia and stroll whimsical Parc Güell. Later discover the Gothic Quarter by foot including entrance to the Cathedral of Santa Eulàlia. Tonight, we'll have a tapas dinner in true Spanish style: you try different local specialties as you sidle up next to the locals for whom this is a culturally important and typical way to spend an evening. Classic tapas dishes include items such as tortilla española, patatas bravas, bacalao, cheeses, olives or jamón. (B,D)

### Jul 16, 2020: Provence

Depart this morning across the French border for the medieval walled city of Carcassonne. See the well-preserved fortified center before continuing to lovely Provence dinner and a night's rest. (B,D)

### Jul 17, 2020: Provence

Explore Avignon in the morning. View the imposing Papal Palace and Pont Saint-Bénézet (famous from the children's song). Then visit the nearby Pont du Gard, a Roman aqueduct preserved in almost perfect condition. A true marvel of Roman engineering, the 161-foot tall bridge aqueduct is still standing nearly 2,000 years after its construction. Our tour offers an exclusive visit to the third floor and its exceptional views. (B,D)

### Jul 18, 2020: Paris

Begin your day by traveling on one of the fastest trains in Europe, the high-speed TGV, to Paris. After arriving in the City of Light, a guided sightseeing tour takes you past some of the most famous attractions in Paris. Your expert local guide will show you the magnificent Arc de Triomphe at the top of the Champs-Élysées, Napoleon's final resting place at Les Invalides and the Gothic wonder of Notre Dame. This evening perhaps explore your hotel's quartier. (B,D)

### Jul 19, 2020: Paris

Breeze by the crowds with your timed entrance to the Louvre this morning and discover the many famous masterpieces that call it home. Insightful commentary from your local guide highlights the Mona Lisa, Winged Victory, Venus de Milo and more as you wander through the galleries. From its beginnings as a royal fortress to its current status as the world's most visited art museum, the Louvre



has long been at the center of Parisian culture and home to a collection of 35,000 works of art from around the world. The afternoon is free to explore more of Paris. Or you may choose an optional cooking lesson where you will learn how to make traditional dishes à la française before sampling the delicious results. After dinner your tour manager will show you the dazzling shops, cafés and bustling sidewalks of the Champs-Élysées before you ascend to the top of the Arc de Triomphe. Enjoy the spectacular view of twelve of Paris's Grands Boulevards which extend from the monument like spokes on a wheel to the Place de la Concorde and the Louvre. (B,D)

### Jul 20, 2020: Departure

Depart for the USA.

Optional Extensions and Extra Nights:

Enhance your European experience with a two-night extension to London via Eurostar, including a city sightseeing tour with an expert local guide, entrance to the Tower of London and an Oyster Card to help you get around. (B)

*This is a preliminary itinerary for your group.*





## learning objectives

1. Students will learn how the location of a port city plays a part in its evolving history.
2. Students will learn about different forms of defensive fortifications through the ages.
3. Students will come to understand the specific identity of the Languedoc, from the 12th century Albigensian heresy in Carcassonne to the modern structure of regional government.

## tour cost

### Participant Fees

Program Fee	\$4198
Early Registration Discount	\$-200

---

Total Participant Fees <sup>2</sup>	\$3998
-------------------------------------	--------

<sup>2</sup> Valid through 05/01/19 with \$200 deposit.

Additional Fees (as applicable)	
Adult Surcharge	\$100
Single Room Supplement	\$570
Double Room Supplement	\$300
Ultimate Protection Plan	\$240
Comprehensive Protection Plan	\$200
Half-day Excursion to Versailles including Gardens	\$57
French Cooking Lesson	\$75

## notes from acis

- Save \$50 off your Total Participant Fees if you pay for your trip by E-Check or through our Automatic Payments Plan.
- All registered participants can enjoy the convenience, security and savings of having payments automatically withdrawn from a checking account by enrolling in an Automatic Payments plan. To learn more, visit [www.acis.com/autopay](http://www.acis.com/autopay)
- Adult travelers age 21 and older should add in the Adult Surcharge and Double or Single Room Supplement to calculate their Total Participant Fees.
- This educational travel program is not school or district sponsored unless expressly stated by the Group Leader.

The **Most Recommended**  
Educational Travel Company!



Don't just take our word for it! Read reviews online at  
[acis.com/EX6](http://acis.com/EX6)

# Travel Changes Lives

To learn more, we invite you to read our free ebook, "The Making of a Five-Star Future."  
<http://pages.acis.com/ebook>



Can travel make a difference in students' futures? It certainly can and does every single day. In fact, we surveyed 930 former ACIS travelers to see how their tours abroad as young adults influenced their choices in education and paved a way for future careers. Many of them credit travel as a defining moment in their adolescence, and below is a recap of our findings.

## education



**81%**

of those that traveled in middle school or high school continued their studies at the college level compared to the national average of 68%



**37%**

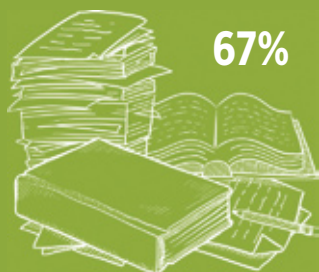
of travelers who went on to college said their travel experience influenced their field of study.



**57%**

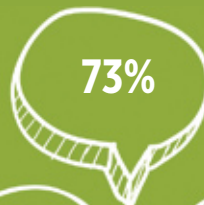
of respondents were motivated to study abroad during college.

## language skills



**67%**

of students continued to study foreign language in college.



**73%**

of ACIS travelers say they speak one foreign language fairly well compared with 18% of the American population.

## personal development



**94%** felt more independent after their trip.

**78%** saw an increase in their problem solving skills.

**92%** noted improvement in their interpersonal skills.



**65%**

have traveled overseas again since their ACIS trip.

## Get Started Today

### ONLINE:

Find Your Trip at: [www.acis.com](http://www.acis.com)

Enter your Group Leader's ID & Last Name (on page 1) under Find Your Trip. Click Register Now on your Trip Site when you're ready to sign up.

### MAIL:

If you prefer, send your completed registration form to:

ACIS  
343 Congress Street Suite 3100  
Boston, MA 02210

### QUESTIONS?

Give client services a ring at:  
**877-795-0813** or  
email: [accounts@acis.com](mailto:accounts@acis.com)





**American Council of International Studies**  
445 W Erie St. Ste 201      312-205-4760 local  
Chicago, IL 60654      312-205-4763 fax  
[www.acis.com](http://www.acis.com)      800-3671748

March 8<sup>th</sup>, 2019

To whom this may concern

I recently spoke with potential group leader, Tamara Isfeld, regarding a trip to France and Spain in Summer 2020 with ACIS. In the educational travel world, there are a couple of touchpoints to ask each company in consideration: budget for meals, inclusions, average bus size, safety and security, hotel location and tour manager quality. ACIS is a leading quality provider and I wanted to highlight a couple of these important aspects of traveling with ACIS to help answer any potential questions as part of the approval process.

The itinerary Tamara Isfeld is considering with ACIS is **Barcelona to Paris** and is an 8-day program including overnights in Barcelona, Provence and Paris. The itinerary is enclosed below.

Regarding this itinerary and ACIS I wanted to touch on tour manager quality, bus time and hotel location as these were concerns with the previous travel company.

#### ACIS Tour Managers

All ACIS Tour Managers go through a vetting process to ensure they will provide the highest quality educational tours available. All Tour Managers in Europe must be EU national or entitled to work in the EU and attend an unrivalled, comprehensive training program through the ACIS London office. Each tour manager is bilingual or multilingual with complete fluency in English. They also are required to have a university degree or currently studying for one. For more information and reviews on our Tour Managers please visit the ACIS website:  
<https://www.acis.com/about/team-tourmanagers>

#### Bus Time

ACIS actively designs itineraries to minimize bus time. We utilize high speed trains and internal flights in order to get the group from point A to point B in the fastest way possible. On this itinerary, the group will only have one day of bus travel on day four and they will have a stop along the way to enjoy some free time and explore Carcassone. Other than that, they will be centrally located in each city they came to see and taking the high speed TGV train from Avignon to Paris.

#### Hotel Locations

Additionally, ACIS guarantees centrally located 3- and 4-star hotels for each overnight. This means less bus time and students can take advantage of each night on their itinerary with nightly walking tours and exploration. Here are sample ACIS hotels in [Barcelona](#) and [Paris](#).



**American Council of International Studies**  
445 W Erie St. Ste 201      312-205-4760 local  
Chicago, IL 60654      312-205-4763 fax  
[www.acis.com](http://www.acis.com)      800-3671748

ACIS is also known for our outstanding service and support as outlined in the attached “Safety and Security” packet. Please let us know if any further information or documentation is needed.

Sincerely,

Nicole Wegscheid  
ACIS Chicago Office



**Nicole Wegscheid**  
*International Programs Manager, Chicago Office*  
**American Council for International Studies**  
445 W. Erie St.      tel 800.367.1748  
Suite 201      fax 312.205.4760  
Chicago, IL 60654      [www.acis.com](http://www.acis.com)



**American Council of International Studies**  
445 W Erie St. Ste 201      312-205-4760 local  
Chicago, IL 60654      312-205-4763 fax  
[www.acis.com](http://www.acis.com)      800-3671748

### **DAY 1: OVERNIGHT FLIGHT**

Depart from the USA.

### **DAY 2: BARCELONA**

*¡Bienvenidos a España!* Arrive in Barcelona, capital of Catalonia and Spain's second largest city. Take time to stroll through the old town and acquaint yourself with this vibrant culture.

### **DAY 3: BARCELONA**

Begin your day with a panoramic **sightseeing tour**. Our local expert will point out, via personal headsets, all the major highlights of Barcelona, including the unique **Gaudí-designed houses**. Antoni Gaudí, one of Catalonia's most famous sons, was a Modernist architect whose distinctive style is revered to this day. After, you'll be able to study the intricate design inside and out of his still-unfinished **Sagrada Familia** and stroll whimsical **Parc Güell**. Later discover the **Gothic Quarter** by foot including entrance to the **Cathedral of Santa Eulàlia**. Tonight, we'll have a **tapas dinner** in true Spanish style: you try different local specialties as you sidle up next to the locals for whom this is a culturally important and typical way to spend an evening. Classic tapas dishes include items such as *tortilla española, patatas bravas, bacalao, cheeses, olives or jamón*.

### **DAY 4: PROVENCE**

Depart this morning across the French border for the medieval walled city of **Carcassonne**. See the well-preserved fortified center before continuing to lovely Provence dinner and a night's rest.

### **DAY 5: PROVENCE**

Explore **Avignon** in the morning. View the imposing **Papal Palace** and **Pont Saint-Bénézet** (famous from the children's song). Then visit the nearby **Pont du Gard**, a Roman aqueduct preserved in almost perfect condition. A true marvel of Roman engineering, the 161-foot tall bridge aqueduct is still standing nearly 2,000 years after its construction. Our tour offers an exclusive visit to the **third floor** and its exceptional views.

### **DAY 6: PARIS**

Begin your day by traveling on one of the fastest trains in Europe, the high-speed TGV, to Paris. After arriving in the City of Light, a guided **sightseeing tour** takes you past some of the most famous attractions in Paris. Your expert local guide will show you the magnificent **Arc de Triomphe** at the top of the Champs-Élysées, Napoleon's final resting place at **Les Invalides** and the Gothic wonder of **Notre Dame**. This evening perhaps explores your hotel's *quartier*.

### **DAY 7: PARIS**

Breeze by the crowds with your timed entrance to the **Louvre** this morning and discover the many famous masterpieces that call it home. Insightful commentary from your local guide highlights the *Mona Lisa, Winged Victory, Venus de Milo* and more as you wander through the galleries. From its beginnings as a royal fortress to its current status as the world's most visited art museum, the Louvre has long been at the center of Parisian culture and home to a collection of 35,000 works of



**American Council of International Studies**  
445 W Erie St. Ste 201      312-205-4760 local  
Chicago, IL 60654      312-205-4763 fax  
[www.acis.com](http://www.acis.com)      800-3671748

art from around the world. The afternoon is free to explore more of Paris. *Or you may choose an optional **cooking lesson** where you will learn how to make traditional dishes à la française before sampling the delicious results.* After dinner your tour manager will show you the dazzling shops, cafés and bustling sidewalks of the Champs-Élysées before you ascend to the **top of the Arc de Triomphe**. Enjoy the spectacular view of twelve of Paris's *Grands Boulevards* which extend from the monument like spokes on a wheel to the Place de la Concorde and the Louvre.

**DAY 8: DEPARTURE**

Depart for the USA.



# SAFETY & SECURITY HANDBOOK



# What's Inside

A Letter from the President .....	3
About ACIS .....	4
Our Partnership with CISI .....	5
Travel Protection .....	6
On Tour Safety .....	7
Communications .....	8
ACIS Emergency Protocol .....	9
Feedback from Recent Travelers .....	11
Speak to a Reference.....	12

# Contact Us

## **General Information**

*For group leaders or schools:*

800-888-ACIS / info@acis.com

*For participants and parents:*

877-795-0813 / accounts @acis.com

343 Congress Street,  
Suite 3100 Boston, MA 02210  
[www.acis.com](http://www.acis.com)

## **Emergency Information**

24/7 hotline: 617-450-5678

# A Letter from the President

Dear ACIS Community:

In our 35+ years of operating educational travel programs around the world, we've had to navigate around all kinds of safety concerns. Sadly, it's become a part of modern life and one we can't ignore. At ACIS, our mission compels us to find ways to live fully and experience a world that is increasingly complex. To achieve this mission, we take every precaution to ensure that our groups are safe and secure while traveling with us:

- We constantly monitor the advisories and recommendations of the U.S. government. We will never operate a program in any area where there are State Department travel warnings.
- If ACIS determines a specific destination to be unsafe while a group is overseas, we will make immediate revisions to the itinerary to avoid the location in question at no additional cost to our participants.
- Our local offices in London, Paris, Rome and Madrid provide us with up to the minute information on events and special circumstances, offering us an invaluable local perspective and expertise that allows us to respond quickly and appropriately to anything that may arise.
- We proactively check in with all groups mid-trip, either in person or by phone, to ensure their well-being and confirm that all expectations are being met.
- Our 24/7 duty officer system is available to react instantly to requests and concerns to guarantee the comfort, security and safety of our groups.
- Our safety and support infrastructure is the cornerstone of our business—it's a key reason why teachers choose to travel with us. We go above and beyond to not only provide once in a lifetime experiences for our participants, but to also ensure that they return home safely.

Now, more than ever, we must continue on with what we've chosen to do—to travel, to engage, to teach tolerance, respect differences, shun hatred, and to see the world from a much broader perspective. No one organization, group, or individual can or should take this freedom from us.

Please rest assured that we will remain vigilant in our efforts to operate our trips safely and appropriately.

Sincerely,



Peter Jones  
ACIS President



# About ACIS

Current President Peter Jones founded the American Council for International Studies (ACIS) in 1978 with the core belief that travel changes lives. Knowing the important difference between a trip that's ordinary and one that's exceptional, he built ACIS from a deep understanding that ACIS group leaders and participants deserve the best—from itinerary development to best-in-class suppliers to most importantly, the people hired to guide and care for teachers and students throughout the journey.



## A Global Network of Care

ACIS and its Encore Performance and GoPlay Sports Tours divisions are headquartered in Boston, with regional offices in Chicago and Sacramento. Over 40 current and former teachers serving as ACIS Academic Travel Advisors also provide a network of local support to teachers and schools throughout the country.

Overseas, ACIS maintains offices in London, Paris, Rome and Madrid as well as affiliate partner offices in other major European, Latin American and Asian cities. This on-the-ground presence provides crucial local expertise to support the well-being of our groups.

ACIS is also a division of the American Institute For Foreign Study (AIFS), an industry leader that has organized quality international educational experiences for over 1.5 million students in its 50-year history. With more than \$190 million in annual revenue and worldwide assets exceeding \$180 million, AIFS is one of the most financially secure companies in educational travel.

## Expert Partners and Resources

To run safe, educational, life-changing trips year after year, we follow the advice and guidelines from a wide range of specialists, including:

### Partners

- Cultural Insurance Services International (another AIFS affiliate)
- iJET International Integrated Risk Management

### Resources

- United States Department of State
- Centers for Disease Control and Prevention
- World Health Organization
- United States Tour Operators' Association
- European Tourism Association
- American Society of Travel Agents
- International Association of Travel Agents Network

# Our Partnership with CISI

ACIS partners with Cultural Insurance Services International (CISI), a sister division of AIFS, and a world class provider of the most comprehensive student travel insurance available. For 20 years, ACIS and its participants have benefited from the immediate access and preferred support services provided by CISI.

Since 1991, CISI has insured over 1 million international students and cultural exchange participants worldwide. Their insureds travel to more than 190 countries annually. With its network of international offices, CISI has direct connections to participants and third party providers in the United States, the United Kingdom, Germany, South Africa and Australia.

The hallmark of its industry leading reputation is the level of service provided during coverage periods. CISI offers 24/7/365 worldwide assistance services—a resource for everything from a lost passport to an emergency evacuation. With doctors and translators on staff, CISI's services provide toll-free, worldwide access to benefits, care providers, and emergency assistance.

Additionally, CISI provides in house crisis management support via their Global Health and Safety Manager. This manager monitors all ongoing medical cases, crises and events to ensure that their students and sponsors are getting the full attention and support that they need from care and assistance providers. This attention to detail is further augmented by the 24/7 Crisis Team at CISI—who are available at any time by phone or email.

ACIS and CISI vigilantly survey the global landscape on an ongoing basis to evaluate risk and remain at peak preparedness. To do this, CISI utilizes iJET and their Worldcue database to review and assess any potential risk for their insureds. iJET International delivers intelligence-driven, integrated risk management solutions that enable multinational organizations to operate globally with confidence. iJET's end-to-end, tailored systems integrate world-class threat intelligence, innovative technology, and response services to help organizations avoid threats and mitigate risk. Via the Worldcue Planner CISI can provide detailed information on specific destinations in regard to crime, security, civil unrest, terrorism and kidnapping. Detailed briefs are available with up to the minute latest intelligence.

Included in ACIS's insurance plans is a benefit that provides for emergency evacuation if a security related event such as political unrest or a natural disaster occurs. Since 2010, CISI has safely evacuated over 100 students from world crises in countries such as Nepal, Israel, Egypt, Japan, Syria, Thailand and Haiti.

# Travel Protection

ACIS is one of the few companies in the educational travel industry to provide insurance protection free of charge to all of our participants. Our Basic Protection Plan, portions of which are underwritten by ACE American Insurance Company, provides:

- 24-hour medical assistance
- Emergency consultation, monitoring and evacuation as needed
- Medical interruption coverage
- Medical and job loss cancellation coverage
- Travel delay protection

## Comprehensive and Ultimate Protection Options

Participants may also elect to upgrade to our Comprehensive or Ultimate Protection Plans, which offer additional Medical, Travel Protection and Cancellation benefits, along with Baggage Delay/Loss coverage.

## Peace of Mind Program

Beyond the individual travel protection described above, groups are also covered by our Peace of Mind Program, which offers planning flexibility. Should a group leader desire to alter travel plans for the group as a whole, s/he may:

### ***Up to 45 days before departure —***

- » Change the travel dates of a tour
- » Change the itinerary of a tour

*(Travel modifications must be submitted in writing and finalized by 45 days before departure. Any cost differential for such moves will be passed along to the group. Contact us for full terms and conditions.)*

### ***44 days or less before departure —***

- » The same options apply provided that the U.S. Department of State states there has been a terrorist attack against U.S. interests and the U.S. Department of State issues an official Travel Warning that American citizens should not travel to any area visited on the itinerary.
- » **We will always work with any group leader or school administration with an approaching departure date to adapt itineraries in the interest of group safety.**

## General Liability Insurance

School districts and teachers are also covered by a \$51 million general liability insurance policy that ACIS holds with Lexington Insurance Company. Traveling group leaders, assistant group leaders and schools are added to this policy as additional insureds. We would be happy to provide a Certificate of Liability upon request.

# On Tour Safety

We take the welfare of each and every participant on our tours very seriously. Just as we work tirelessly to provide once-in-a-lifetime experiences to group leaders and students, we are equally committed to ensuring that all of our travelers return home safely. Here are some of the steps we take to ensure each group's safety.

## **Tour Managers**

ACIS Tour Managers accompany our groups every step of the way during their time overseas. These travel professionals are available 24/7 and handle all of the logistical aspects of the trip, while also providing educational commentary to meet each group's unique tastes. All new European tour managers go through a rigorous screening process by our Tour Manager Office in London, followed by a training course led by our best tour managers and members of our US-based staff. Outside of Europe, our tour managers are contracted local experts that are best in touch with the safety and security of their region. Annual training sessions are held each off-season to review best practices and procedures, and tour managers can always access the latest ACIS information through our dedicated Tour Manager website.

Tour managers outline safety guidelines during an arrival briefing held on the first day of each tour. Throughout the tour, participants are given clear check-in locations/times and student participants are instructed to remain in groups of at least three during all free time. Should an emergency arise, our tour managers are trained to respond and have immediate access to our network of offices for further assistance.

## **Transportation**

ACIS utilizes regularly scheduled flights on major international airlines to transport groups to/from their destination. While on the ground, we use modern, clean and comfortable touring buses with well-trained and friendly drivers. When trains are included on an itinerary, we regularly opt for the best trains in Europe, including Eurostar, TGV and AVE. Public transportation can be used as part of sightseeing visits within a city. Before accessing public transit systems, tour managers brief groups on general safety procedures and ensure that all travelers know the route to be taken and the final stop for each journey.

## **Hotels**

Our hotels are of 3- and 4-star quality and are located within city centers. These central locations provide a convenient meeting point in the case of an emergency and reduce the need to commute in and out of the city each day. ACIS' Travel App (free to all participants) includes the addresses of each hotel used on a trip and features maps that can guide participants back to their hotel from their current location without having to access a cellular or internet connection.

## **Mid-Tour Check-Ins**

Local ACIS staff from our overseas offices, as well as US-based staff (including our president), regularly check in with groups in person to gauge each group's satisfaction and resolve any issues on the spot. Groups that are not seen in person will be checked on via either phone or email so that every teacher will have the opportunity to voice any concerns while a trip is in progress, not just after the fact.

# Communications

## **Duty Officer Network**

Whenever an issue arises on tour that is beyond the tour manager's ability to fix on the spot, both our tour managers and group leaders are trained to contact our 24/7 Duty Officer Network. (All group leaders receive an Emergency Numbers Card with the pertinent contact information to keep with them while on tour). Our Duty Officer system is staffed by ACIS employees both in the US and overseas, with the ability to reach out around the clock to whatever departments in the company are best suited to resolve the situation.

## **Phone Chains and Emergency Contacts**

All groups are required to establish a stateside phone chain before departure. ACIS has the contact information for the first person on each phone chain and will initiate communications should the group leader be unable to do so for any reason. Each participant also provides an emergency contact name, phone number and email address during the registration process, which allows us to reach out directly to individual participant families as needed.

## **On-Tour Communication**

Many of our groups today keep in touch on a regular basis with family and friends back home through a blog, private Facebook group, pre-set hashtags for Instagram or Twitter, or other social media tools like Remind, Cluster or GroupMe. Families can also stay in touch by activating an international calling plan on the traveler's mobile phone for the time s/he will be away or by setting up a cross-platform mobile messaging app such as WhatsApp. Most ACIS hotels have wifi available, which facilitates communication without having to pay for international data or roaming fees.

# ACIS Emergency Protocol

Whenever an incident overseas occurs that has the potential to impact the safety of our traveling groups, we follow these steps to review the situation, check in with groups and facilitate communication with loved ones at home.

## **1) Assess the Situation**

Through our partner agencies, we monitor world events and continuously assess the possible impact to our groups. As soon as we become aware of a safety-related event overseas, our Emergency Response Team (ERT) evaluates the severity of the situation based on the proximity of any of our groups to the event. All members of the ERT are notified of the event via both email and text. For situations that directly endanger any of our participants, the ERT will convene regardless of time of day or day of the week.

## **2) Confirm Location and Status of All Groups and Participants**

An Emergency Response Report is generated from our operations database outlining the location of all of our traveling groups, the number of participants in each group, and the contact information for each group's ACIS Tour Manager and designated stateside Group Contact.

We immediately reach out through our global office network to every Tour Manager guiding a trip in the affected region. Tour Managers are instructed to: a) confirm the well-being of every individual within the group, and once confirmed, b) ask the Group Leader to initiate his/her emergency phone chain so that all families are updated as to the safety of their child. If for some reason, the emergency phone chain is not started directly by the Group Leader, our US staff will initiate that process on his/her behalf.

The current status of each group is accessible by all members of the ERT, our Overseas offices, the Client Services team that responds to our participant/family inquiries and the International Program team that works with our group leaders.

## **3) Prepare and Respond on the Ground**

ACIS Tour Managers review emergency procedures with groups at the mandatory arrival briefing that takes place on the first day of every ACIS tour. All travelers are made aware of their hotel name and address, with instructions to return there if an emergency occurs when the group is not all together.

During the course of any day's free exploration time, Tour Managers will assign local meeting spots at designated times for ongoing check-ins. Travelers under the age of 21 are instructed to remain in groups of at least three during all free time. If travelers are unable to return to a designated meeting spot during the course of an emergency, they are told to contact ACIS' 24-hour emergency telephone number for further instructions.

When an emergency occurs, Tour Managers are trained to seek safe shelter for the group, either by returning to the group's hotel or to an alternative location as instructed by local authorities. Once the group is in a safe location, the Tour Manager will contact his/her local network office to report on the status of the group.

#### **4) Handle Catastrophic Events**

In the extremely rare occasion where an ACIS traveler is directly affected by an overseas emergency, the health protection included on all ACIS tours provides immediate care of any injured individual. We will reach out to the individual's designated emergency contact directly to inform them of the situation. Then, we liaise with AXA Team Assist, our travel insurance provider, to arrange for transportation of the participant back home or for a family member to join the participant overseas if s/he is unable to travel. ACIS staff will be dispatched to the scene to assist in any way possible.

#### **5) Monitor the Ongoing Situation**

As the immediate crisis subsides and emergency communications are complete, the Emergency Response Team will rely on our local offices, Tour Managers and government authorities to determine the best course of action for our groups. Groups will be flown home or itineraries will be adjusted to move groups out of affected areas. Updates on individual groups will be conveyed using the group's pre-established communications chain, and general statements on ACIS' policies and response will be posted on [www.acis.com](http://www.acis.com).

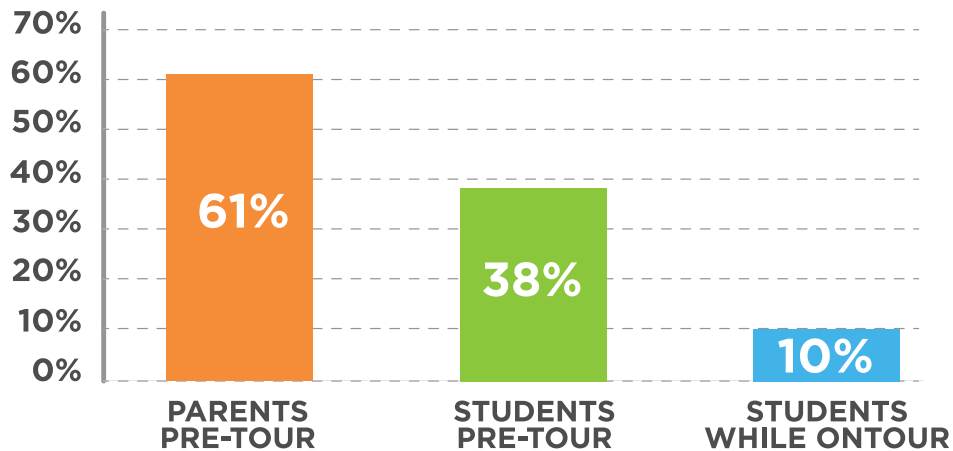
# Feedback from Recent Travelers

Safety is always a hot topic with our teachers, students and their parents. This has been especially true as of late with some of the recent events that have taken place worldwide. Often times, though, the situation “on the ground” feels quite a bit different than what is reported by the media back home.

Below are the results of a survey from over 500 people who have traveled with us this year. See for yourself what they had to say about their experience.

**99%** of travelers (and their parents) said they were glad to have gone on their trip

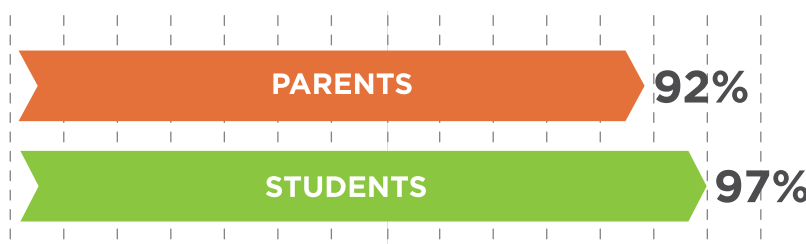
## Who felt nervous about traveling?



## Top 3 factors that made these travelers feel safer during their tour

- 1** The care they received from their tour manager
- 2** The hotels they stayed in all felt safe
- 3** Seeing all of the locals and visitors going about their daily lives

## Would tell a fellow student/parent to “Not Miss!” a planned trip to Europe



# Feedback from Recent Travelers

## COMMENTS FROM TEACHERS

“My principal asked me if I felt safe traveling and I assured him that I did. As I expected, the situation in France was no different after the November attacks than it had been before. Even after the Brussels attacks (which happened during our trip), I did not notice any significant changes.”

- Lisa S., French Teacher

“My group’s parents were extremely satisfied with the trip and overall experience. I have had numerous conversations with other individuals in the school community and they can’t wait to send their son or daughter on a trip in the future.”

- Marc Z., Psychology/Sociology Teacher

“After feeling incredibly safe on this trip and seeing all of the extra security in place, it was absolutely easy for me to convince my administration to let us take a 2017 trip.

ACIS understands the art of travel—your kids will see and experience more than they could possibly imagine. They will be excitedly happy, well fed, well cared for, and safe. They will experience the trip of a lifetime.”

- Kathryn S., Social Studies Teacher

## COMMENTS FROM STUDENTS

“After the attacks in Belgium, our tour guide talked to us and ACIS made us change a few routes. But all in all, we got to do other things elsewhere which really made up for it. Plus, the transitioning to doing something else was very quick thanks to their sharp thinking.”

“Our tour manager, Lara, was excellent. It was a large group, and she made sure that everyone felt known. Also, Peter Jones checked in on us on the last night, and we talked about this particular issue at length. He was a good man for doing that!”

“Everyone at home asked me how safe we felt especially given the Brussels’ bombing. I told them that the ACIS staff kept us informed and our guide was in tune to any security needs. I told them that I felt completely safe traveling with this group and enjoyed it thoroughly.”

“If you’re ever given the opportunity to travel, grab it and run with it. You will never regret it.”

## COMMENTS FROM PARENTS

“My daughter left for Spain the day of the bombing in Brussels. I was already anxious, and then we woke up that morning to that news. We just decided that ultimately are any of us really safe anywhere anymore?, and let her go. She had an amazing time.”

“I appreciated ACIS addressing the security issue and assuring the parents prior to departure.”

“The tour guide was brilliant. My son loved him!! He was such a good fit for the boys!”

## Speak to a Reference

If you would like to speak with a fellow teacher or parent about their recent ACIS travel experience, we would be more than happy to connect you with someone.

Just send an email to [info@acis.com](mailto:info@acis.com) with the subject line “Talk to a Traveler” and tell us what you’d like to hear more about.

# Yellow Medicine East, ISD 2190

---

## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 11.1  
**MEETING DATE:** April 8, 2019  
**SUBJECT:** Consent Agenda

**BOARD ACTION:**  
Required **X**  
Information  
Scheduled Report

### BACKGROUND/RATIONALE:

Thue nurse position was discussed at the finance committee meeting. Cassie began as an hourly employee and was offered a teacher salary last year at BA step 8. The rationale was that RCW had tried to hire a part time nurse and was unable to get one hired and was forced to pay substantially more per hour than what we would pay to compensate Cassie as we have.

There are several duties that she fulfills that other staff cannot perform due the the nature of the students needs (catheterization, administering medications, etc.). By statute, we do not have to have a school nurse because we have less than 1,000 students. Parents and staff members have come to rely upon her and her absence would create a definite void. I would urge ongoing consideration of the position in future years to determine if our community values this position.

1. History:
  - a. Was 23.63 per hour 2017-2018 - 33,525
  - b. Earned her public health nursing license and moved to teacher contract
  - c. 2018-2019 - 46,837
2. Duties included combination of health services and health services coordination
3. [Agreement and letter of appeal](#) to Dr. Clark
4. [Nurse duties & responsibilities](#)
5. [Nurse Job Description](#)
6. Based the need to pay as an RN upon the cost of RCW's part time nurse

**PRESENTER(S):**  
None

**COMMITTEE:**  
Full Board of Education

**SUPERINTENDENT RECOMMENDATION:**  
I recommend that no changes are made to the school nurse position at this time.