

# Yellow Medicine East ISD 2190 School Board Meeting Agenda



Monday, October 14, 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.

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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 3
  1. Regular Business
    1. Approval of Meeting Minutes - September 9, 2019 4
    2. Approval of Payment for Claims 7
    3. Approval of Finance Report 29
    4. Enrollment Report 30
8. Reports
  1. District Report - Rich Schneider, Superintendent 32
  2. Bert Raney Elementary Report - Lisa Hansen, Principal 34
  3. YME MS/HS Report - Ryan Luft, Principal 38
  4. Celebrations & Recognitions 51
9. Old Business
10. New Business
  1. Personnel Items 52
    1. Leave Requests & Resignations
      1. Resignation - Middle School Student Council Advisor - Kari Coulter 53
    2. New Hires
      1. Employment - Cultural Liaison for Dakota Language Class - Carolynn 54

Schommer

2. Employment - Middle School Student Council Advisor - Kim Hoefer	
3. Employment - Junior High Girls Basketball Coach - Jeff Lalim	
2. Resolution Supporting Form A Application to MN State High School League Foundation	57
3. Contract with Upper Sioux Community for Dakota Language Class	59
4. Contract with Upper Sioux Community for Cultural Liaison	61
5. Construction Methods Class Agreement 2019-2020	62
6. Approve Technology Purchases	75
7. Approve School Resource Officer Contract	76
8. Approve 2019-2020 YME Certified Staff Seniority List	82
9. Resolution Designating Polling Place	85
10. Restatement of 403(b) Plan Document	88
11. Policy Update	
1. Second Reading	107
1. Policy 414 - Mandated Reporting	108
2. Policy 419 - Tobacco-Free Environment	116
3. Policy 532 - Use of Peace Officers	120
4. Policy 603 - Curriculum Development	126
5. Policy 611 - Home Schooling	129
12. Discussion Items	
13. Correspondence	
1. Technology Committee Meeting Notes - September 30, 2019	133
2. Finance Committee Meeting Notes - October 7, 2019	135
14. Upcoming Events	
1. No School - Staff Development - October 16, 2019	
2. No School - EM Break - October 17 & 18, 2019	
3. Early Dismissal - Staff Development - October 23, 2019 - 2:30 pm	
4. End of First Quarter - November 1, 2019	
5. No School - Staff Development - November 4, 2019	
6. Board Meeting - November 12, 2019 - Board Room - 6:00 pm	
7. Early Dismissal - Staff Development - November 13, 2019 - 2:30 pm	
15. Executive Session for the Purpose of Discussing Employee Negotiations.	
16. Adjournment	

## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 7.0  
**MEETING DATE:** October 14, 2019  
**SUBJECT:** Consent Agenda

**BOARD ACTION:**

Required X  
Information  
Scheduled Report

**BACKGROUND/RATIONALE:**

7.1.1 Approve September 9, 2019 Board Meeting Minutes

7.1.2 Approve Payment for Claims

7.1.3 Approve Finance Report

7.1.4 Enrollment Report

The enrollment continues to be in a state of flux but has grown from last month. We are still down from last year at this same time.

**PRESENTER(S):** Superintendent Schneider

**COMMITTEE:** NONE

**SUPERINTENDENT RECOMMENDATION:**

I recommend approval of the agenda items as listed.

**YELLOW MEDICINE EAST ISD #2190  
BOARD MEETING MINUTES  
MONDAY, SEPTEMBER 9, 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

Staff/Public Present: Julie Butterbrodt, MaryElla Clouse, June French, Mary Grey, Lisa Hansen, Tim Knapper, Ryan Luft, Julie Runia, Rich Schneider, Denise Streich, Cassie Suter

Motion by Sonja Pederson, second by Jeremy Corner to approve the agenda for the meeting.

Amanda Lecy read the YME mission statement.

The opportunity for the public to address the board received no response.

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

- approval of the August 12, 2019 meeting minutes.
- payment for claims in the amount of \$430,158.53 with checks numbered 18546-18664 and wire transfers in the amount of \$165,150.96 numbered 201900030-201900093.
- finance report, as submitted.
- enrollment report, as submitted.

QComp committee members MaryElla Clouse, Kerri Shackelford, Julie Runia, Julie Butterbrodt were in attendance and presented the QComp goals and a general outline of the budget for the 2019-2020 school year.

Superintendent Schneider reviewed his report which included information on the auxiliary gym progress, the Policy Committee meeting, and negotiations.

Mrs. Hansen, Bert Raney Elementary Principal reviewed her report which included student enrollment information, the Back to School Open House, and the first week of school.

Mr. Luft, YME Middle/High School Principal reviewed his report which included information on the recent Top 20 trainings for staff and students, 6th grade Boot Camp, and the 1-1 student Chromebook rollout.

Sharon Rupp reviewed the list of celebrations and recognitions submitted.

Motion by Jeremy Corner, second by Jeremy LeBlanc, and carried to approve the retirement ofCarolynn Schommer, Dakota Language Instructor.

Motion by Jeremy Corner, second by Jeremy LeBlanc, and carried to approve the leave of absence request received from Kristen Castiglione, YME Band Instructor.

Motion by Jeremy Corner, second by Jeremy LeBlanc, and carried to approve the resignation of Andrea Hartwig, MS/HS Special Ed Paraprofessional.

Motion by Jeremy Corner, second by Jeremy LeBlanc, and carried to approve the resignation of Mariah Hartwig, MS/HS Special Ed Paraprofessional.

New Hires:

Motion by Amanda Lecy, second by Susan Bones, and carried to approve the employment of Charles Thode, Dakota Language Instructor.

Motion by Amanda Lecy, second by Susan Bones, and carried to approve the employment of Andrea Lewison, MS/HS Secretary II.

Motion by Amanda Lecy, second by Susan Bones, and carried to approve the employment of Stacey Balfany, Preschool Special Ed Paraprofessional.

Motion by Amanda Lecy, second by Susan Bones, and carried to approve the employment of Britny Henrichs, MS/HS Special Ed Paraprofessional.

Motion by Amanda Lecy, second by Susan Bones, and carried to approve the employment of Kelsey Sorenson, MS/HS Special Ed Paraprofessional.

Motion by Amanda Lecy, second by Susan Bones, and carried to approve the employment of Kaia Bergeson, Junior High Volleyball Coach.

Motion by Amanda Lecy, second by Susan Bones, and carried to approve the employment of Chelsi Torke, Junior High Volleyball Coach.

Motion by Susan Bones, second by Sonja Pederson, and carried to acknowledge Ashley Soine, volunteer Volleyball Coach.

Motion by Susan Bones, second by Sonja Pederson, and carried to acknowledge Chyanne Anderson, volunteer Volleyball Coach.

Motion by Susan Bones, second by Sonja Pederson, and carried to acknowledge Jamie Golberg, volunteer Volleyball Coach.

Motion by Susan Bones, second by Sonja Pederson, and carried to acknowledge Emily Ebel, volunteer Volleyball Coach.

Motion by Jeremy LeBlanc, second by Susan Bones, and carried to authorize the transfer of funds from the General Fund to the Food Service Fund for the June 30, 2019 deficit balance, effective June 30, 2019.

Motion by Jeremy Corner, second by Amanda Lecy, and carried to certify the maximum preliminary levy for 2019 pay 2020.

Motion by Susan Bones, second by Jeremy LeBlanc, and carried to designate December 9, 2019 for the Truth in Taxation Hearing at 6:00 pm.

Motion by Amanda Lecy, second by Sonja Pederson, and carried to enter into a contract with ProTrack and Tennis, Inc. to resurface the tennis courts.

Policy Update:

Motion by Susan Bones, second by Amanda Lecy, and carried to approve the First Reading of the following policies:

414 - Mandated Reporting

419 - Tobacco Free Environment

532 - Use of Peace Officers

603 - Curriculum Development

611 - Home Schooling

Discussion was held regarding the marching band equipment that is in storage.

Motion by Sharon Rupp, second by Sonja Pederson and carried, to designate the marching band uniforms and equipment as surplus inventory.

Correspondence:

Information on the SWWC Educational Learning Center Open House was distributed.

Upcoming Events:

Early Dismissal - Staff Development - September 11, 2019 - 2:30 pm

Buildings & Grounds Committee Meeting - Board Room - September 16, 2019 - 5:30 pm

Early Dismissal - Staff Development - September 25, 2019 - 2:30 pm

Finance Committee Meeting- Board Room - October 7, 2019 - 4:30 pm

Early Dismissal - Staff Development - October 9, 2019 - 2:30 pm

Board Meeting - October 14, 2019 - Board Room - 6:00 pm

No School - Staff Development - October 16, 2019

No School - EM Break - October 17& 18, 2019

The meeting entered into closed session to discuss negotiation strategy.

The meeting was opened and was adjourned by Sharon Rupp.

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
18678	ACADEMIC THERAPY PUBLICATIONS	10/14/2019	11		0	195.80	195.80
01 E 100 216 000 401 433				TITLE I - PART A/TITLE I/INDIVIDUAL INST SUPPLIES/---		195.80	
18679	ACME TOOLS	10/14/2019	6903048	LYFT GRANT - TOOLS	0	34.39	22,599.98
01 E 300 399 361 000 530				VOCATIONAL GENERAL/---/EQUIPMENT PURCHASES/LYFT GRANT-C		34.39	
			6922632	LYFT GRANT TOOLS	0	538.00	
01 E 300 399 361 000 530				VOCATIONAL GENERAL/---/EQUIPMENT PURCHASES/LYFT GRANT-C		538.00	
			6923200		0	19.72	
01 E 350 255 000 000 430				INDUSTRIAL EDUCATION/---/SUPPLIES/---		9.86	
01 E 300 361 000 830 433				CTE-INDUSTRIAL TECH./VOCATIONAL PROGRAMS/INDIVIDUAL INS		9.86	
			6923505	LYFT GRANT TOOLS	0	20,260.79	
01 E 300 399 361 000 530				VOCATIONAL GENERAL/---/EQUIPMENT PURCHASES/LYFT GRANT-C		20,260.79	
			6926296		0	1,747.08	
01 E 300 399 361 000 530				VOCATIONAL GENERAL/---/EQUIPMENT PURCHASES/LYFT GRANT-C		1,747.08	
18680	ADVOCATE TRIBUNE	10/14/2019	1	AUGUST	0	412.93	1,224.81
01 E 005 010 000 000 380				BOARD OF EDUCATION/---/PRINTING/ADVERTISING/---		412.93	
			10	SEPT.	0	811.88	
01 E 005 010 000 000 380				BOARD OF EDUCATION/---/PRINTING/ADVERTISING/---		811.88	
18681	ALMICH'S MARKET	10/14/2019	1	FFA	0	1,952.34	2,953.69
01 E 300 298 501 301 899				EXTRACURRICULAR ACTIVITIES/STUDENT ACTIVITY '20/MISCELL		1,952.34	
			10	FOOD SERVICE	0	223.32	
02 E 005 770 000 701 490				FOOD SERVICES/SCHOOL LUNCH/FOOD/---		71.68	
02 E 005 770 000 701 495				FOOD SERVICES/SCHOOL LUNCH/MILK/---		45.99	
02 E 005 770 104 707 401				FOOD SERVICES/ALA CARTE/OTHER/GENERAL SUPPLIES/FOOD ORD		105.65	
			2	FACS	0	701.61	
01 E 300 331 000 830 490				CTE- FAMILY LIFE SCIENCE/VOCATIONAL PROGRAMS/FOOD/---		701.61	
			4	CONCESSIONS	0	17.67	
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		17.67	
				ECFE	0	58.75	
04 E 500 580 000 325 430				EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E		58.75	
18682	Vendor Continued Void	10/14/2019					0.00
18683	Vendor Continued Void	10/14/2019					0.00
18684	AMAZON CAPITAL SERVICES	10/14/2019	16LK-467N-1NGN	STICKERS	0	9.99	3,082.88
04 E 500 582 000 344 430				LEARNING READINESS/LEARNING READINESS/SUPPLIES/---		9.99	
			1CM9-TD76-QQTZ	DUSTER	0	15.99	
01 E 005 630 199 000 401				TECHNOLOGY INSTRUCTIONAL/---/GENERAL SUPPLIES/TECHNOLOG		15.99	
			1DJ7-NKJH-R4QG	SCHOOL READINESS	0	63.86	
04 E 500 582 000 344 430				LEARNING READINESS/LEARNING READINESS/SUPPLIES/---		63.86	
			1DJ7-NKJH-R4QG-	MARKERS	0	47.10	
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED./---/SUPPLIES/---		47.10	
			1FTJ-T4JH-F96H	SPEAKER	0	42.99	
01 E 300 211 000 000 430				SECONDARY EDUCATION GENERAL/---/SUPPLIES/---		42.99	
			1JYN-LT49-T79J	BAND	0	35.23	
01 E 350 258 233 000 433				MUSIC/---/INDIVIDUAL INST SUPPLIES/INSTRUMENTAL MUSIC		35.23	
			1KCP-7MYG-XWVN	ENERGY BUS	0	25.38	
01 E 100 216 000 401 401				TITLE I - PART A/TITLE I/GENERAL SUPPLIES/---		25.38	
			1LTY-6XLP-YVRM	FLAG	0	9.99	
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED./---/SUPPLIES/---		9.99	
			1P9Q-INWR-HPV9	WORD STUDY-	0	70.18	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				PHONICS			
01 E 100 216 000 401 401				TITLE I - PART A/TITLE I/GENERAL SUPPLIES/---		70.18	
				1PDK-QVLR-7QNR 8 GB MEMORY	0	33.95	
01 E 100 050 000 302 555				PRINCIPAL'S OFFICE/CAPITAL OUTLAY/TECHNOLOGY EQUIPMENT/		33.95	
				1PT4-1QFK-VVK7 ADAPTER	0	14.99	
01 E 005 630 199 000 401				TECHNOLOGY INSTRUCTIONAL/---/GENERAL SUPPLIES/TECHNOLOG		14.99	
				1Q3M-JQN1-R7J4 TOYS	0	14.49	
01 E 100 216 614 401 430				TITLE I - PART A/TITLE I/SUPPLIES/PARENT INVOLVEMENT		14.49	
				1Q3M-JQN1-XLYF BARRICADE	0	127.88	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE/---/CUST/REPAIR SUPPLIES/---		127.88	
				1Q3M-JQN1-YW7L LYFT GRANT	0	2,467.54	
01 E 300 399 149 000 530				VOCATIONAL GENERAL/---/EQUIPMENT PURCHASES/MISCELLANEOU		2,467.54	
				1YNV-H7M7-P1PT WELLNESS SUPPLIES	0	27.46	
01 L 230 92				GENERAL FUND/DEFERRED REVENUE/WELLNESS \$		27.46	
				1YYN-WG64-417J YEARBOOK-CORDS	0	75.86	
01 E 300 298 000 000 899				EXTRACURRICULAR ACTIVITIES/---/MISCELLANEOUS EXPENSE/--		69.07	
01 E 300 298 230 301 899				EXTRACURRICULAR ACTIVITIES/STUDENT ACTIVITY '20/MISCELL		6.79	
18685 AMERICAN WELDING AND GAS, INC.		10/14/2019	1	5 year lease acetylene	0	1,785.50	1,785.50
01 E 300 301 501 830 433				CTE- AG EDUCATION/VOCATIONAL PROGRAMS/INDIVIDUAL INST S		1,785.50	
18686 ANDERSON'S		10/14/2019	7869576	HOMECOMING EXP.	20	597.22	597.22
01 E 300 298 229 301 899				EXTRACURRICULAR ACTIVITIES/STUDENT ACTIVITY '20/MISCELL		597.22	
18687 Vendor Continued Void		10/14/2019					0.00
18688 Vendor Continued Void		10/14/2019					0.00
18689 Vendor Continued Void		10/14/2019					0.00
18690 BENNETT & BENNETT INC.		10/14/2019	1	REG ROUTES	0	52,330.69	77,300.58
01 E 005 760 000 720 360				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		52,330.69	
				10 MIDDAY RUNS	0	144.20	
01 E 005 760 000 723 360				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		144.20	
				12 FUEL	0	2,968.90	
01 E 005 760 000 720 360				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		2,968.90	
				15605 TENNIS	0	1,088.23	
01 E 300 296 224 733 360				GIRLS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/TRANSPORT		1,088.23	
				15615 FB	0	1,233.86	
01 E 300 294 211 733 360				BOYS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/TRANSPORTA		1,233.86	
				15618 COMMERCIAL CLASS	0	125.18	
01 E 005 760 000 714 360				PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION		125.18	
				15623 JH VOLLEYBALL	0	404.35	
01 E 350 296 209 733 360				GIRLS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/TRANSPORT		404.35	
				15627 VOLLEYBALL	0	1,495.79	
01 E 300 296 209 733 360				GIRLS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/TRANSPORT		1,495.79	
				15628 6TH GR WATER TESTING	0	65.54	
01 E 350 211 000 733 360				SECONDARY EDUCATION GENERAL/TRANSPORTATION/NON-AUTHORIZ		65.54	
				15632 CROSS COUNTRY	0	684.03	
01 E 300 292 226 733 360				BOYS/GIRLS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/TRAN		684.03	
				15635 SMSU CAREER FAIR	0	158.23	
01 E 005 760 000 714 360				PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION		158.23	
				15640 OLIVIA	0	368.42	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 350 294 211 733 360				BOYS ATHLETICS/TRANSPORTATION/NON-AUTHORIZED/TRANSPORTA		368.42	
01 E 100 203 000 733 360			15641	5/6 FT	0	359.56	
				ELEMENTARY GENERAL ED./TRANSPORTATION/NON-AUTHORIZED/TR		359.56	
01 E 350 211 000 733 360			15641-	LAKE SHETEK 5/6 F	0	359.55	
				TRIP			
				SECONDARY EDUCATION GENERAL/TRANSPORTATION/NON-AUTHORIZ		359.55	
01 E 005 760 000 713 360			2	OUT OF DISTRICT	0	2,741.60	
				PUPIL TRANSPORTATION/OPEN ENROLLMENT/TRANSPORTATION CON		2,741.60	
01 E 005 760 000 720 360			3	CLKFD SHUTTLE	0	1,249.92	
				PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP		1,249.92	
01 E 300 211 000 000 370			4	RENT TRAILER	0	30.00	
				SECONDARY EDUCATION GENERAL/---/RENTALS AND LEASES/---		30.00	
01 E 005 760 000 723 360			5	DAY RUNS	0	4,772.53	
				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		4,772.53	
01 E 005 760 000 723 360			6	SACRED HEART	0	2,240.00	
				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		2,240.00	
01 E 005 760 000 723 360			7	ECHO	0	1,680.00	
				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		1,680.00	
01 E 005 760 000 723 360			8	MONTE	0	560.00	
				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		560.00	
01 E 005 760 000 723 360			9	CLKFD / MONTE	0	2,240.00	
				PUPIL TRANSPORTATION/HANDICAPPED/TRANSPORTATION CONTRAC		2,240.00	
18691 BENSON LAUNDRY		10/14/2019	1		0	21.31	21.31
02 E 005 770 000 701 382				FOOD SERVICES/SCHOOL LUNCH/LAUNDRY AND DRY CLEANING/---		21.31	
18692 BOND TRUST SERVICES CORPORATIO		10/14/2019	51037	OPEB BONDS FEES	0	475.00	950.00
47 E 005 910 000 000 790				DEBT REDEMPTION/---/OTHER DEBT SVC EXP/---		475.00	
			51038	facilities bonds	0	475.00	
07 E 005 910 752 000 790				2014 fees			
				DEBT REDEMPTION/---/OTHER DEBT SVC EXP/ALT FAC D.S. \$73		475.00	
18693 BREMMER RYAN		10/14/2019	1	LOCKER	0	4,626.35	7,494.17
01 E 005 865 000 379 520				ROOM/BATHROOMS			
				LONG TERM FACILITY MAINT./INTERIOR SURFACES LTFM/BUILD		4,626.35	
01 E 005 865 000 379 520			2	HS OFFICE	0	2,867.82	
				LONG TERM FACILITY MAINT./INTERIOR SURFACES LTFM/BUILD		2,867.82	
18694 CANBY SCHOOL DISTRICT #891		10/14/2019	1	SUMMER AVAITION -	0	1,064.07	1,064.07
01 E 005 790 000 318 430				INTEGRATION			
				OTHER PUPIL SUPPORT SERVICES/INTER DIST COOPERATION/SUP		1,064.07	
18695 CANON FINANCIAL SERVICES		10/14/2019	1	COPIER LEASE	0	682.46	682.46
01 E 005 020 290 302 580				SUPERINTENDENT'S OFFICE/CAPITAL OUTLAY/CAPITAL LEASE PR		68.25	
01 E 100 203 290 302 580				ELEMENTARY GENERAL ED./CAPITAL OUTLAY/CAPITAL LEASE PRI		307.11	
01 E 300 211 290 302 580				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/CAPITAL LEAS		175.48	
01 E 350 211 290 302 580				SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/CAPITAL LEAS		131.62	
18696 CARL'S BAKERY		10/14/2019	09122019	COOKIES- SR	0	24.75	24.75
09 L 230 27				CENTER			
				TRUST FUND/DEFERRED REVENUE/SR. CITIZENS GEN ACTIVITY		24.75	
18697 TAMMY CARRUTH		10/14/2019	1	504 TRAINING	0	27.04	27.04
01 E 100 640 000 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		27.04	
18698 CENEX CREDIT CARD		10/14/2019	1		0	444.77	444.77
01 E 005 810 193 000 442				OPERATIONS AND MAINTENANCE/---/GAS & OIL/CAR EXPENSES		444.77	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
18699	Vendor Continued Void	10/14/2019					0.00
18700	Vendor Continued Void	10/14/2019					0.00
18701	Vendor Continued Void	10/14/2019					0.00
18702	CITIZENS ALLIANCE BANK	10/14/2019	1	AMAZON	0	54.51	12,747.20
01 E 300 296 209 301 899				GIRLS ATHLETICS/STUDENT ACTIVITY '20/MISCELLANEOUS EXPE		54.51	
			10	INT'L TXN FEE (THEMES)	0	1.50	
01 L 230 36				GENERAL FUND/DEFERRED REVENUE/MUSIC-BERT RANEY		1.50	
			11	THEMES & VARIATIONS	0	149.95	
01 L 230 36				GENERAL FUND/DEFERRED REVENUE/MUSIC-BERT RANEY		149.95	
			12	PLANK ROAD PUB.	0	116.95	
01 L 230 36				GENERAL FUND/DEFERRED REVENUE/MUSIC-BERT RANEY		116.95	
			13	ETSY	0	21.90	
01 E 300 298 214 301 899				EXTRACURRICULAR ACTIVITIES/STUDENT ACTIVITY '20/MISCELL		21.90	
			14	JOHNNY'S SELECTED SEED	0	59.76	
01 E 300 298 214 301 899				EXTRACURRICULAR ACTIVITIES/STUDENT ACTIVITY '20/MISCELL		59.76	
			15	GOLD MEDAL CR	0	-181.72	
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		-181.72	
			16	B&H PHOTO LYFT GRANT	0	10,693.16	
01 E 300 399 149 000 530				VOCATIONAL GENERAL/---/EQUIPMENT PURCHASES/MISCELLANEOU		10,693.16	
			17	JOHNNIE'S SELECTED SEEDS	0	36.93	
01 E 300 298 214 301 899				EXTRACURRICULAR ACTIVITIES/STUDENT ACTIVITY '20/MISCELL		36.93	
			18	MOTOROLA SOLUTIONS	0	186.02	
01 E 005 850 000 342 401				FACILITIES/SAFE SCHOOLS/GENERAL SUPPLIES/---		186.02	
			2	AMAZON	0	31.91	
01 E 300 292 000 000 899				BOYS/GIRLS ATHLETICS/---/MISCELLANEOUS EXPENSE/---		31.91	
			20	AMAZON	0	211.46	
01 E 300 298 230 301 899				EXTRACURRICULAR ACTIVITIES/STUDENT ACTIVITY '20/MISCELL		211.46	
			21	ADOBE	0	21.36	
01 E 300 399 149 000 433				VOCATIONAL GENERAL/---/INDIVIDUAL INST SUPPLIES/MISCELL		21.36	
			22	AMAZON	0	333.62	
01 E 300 298 230 301 899				EXTRACURRICULAR ACTIVITIES/STUDENT ACTIVITY '20/MISCELL		333.62	
			3	GOLD MEDAL	0	181.72	
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		181.72	
			4	SOFTBALL SAVINGS SWEATSHIRTS	0	495.00	
01 L 230 20				GENERAL FUND/DEFERRED REVENUE/ACTIVITIES/ATHLETIC (COKE		495.00	
			5	AMAZON	0	107.94	
01 E 005 630 122 000 401				TECHNOLOGY INSTRUCTIONAL/---/GENERAL SUPPLIES/INSURANCE		107.94	
			6	GRAMMARLY	6	139.95	
01 E 300 211 000 000 433				SECONDARY EDUCATION GENERAL/---/INDIVIDUAL INST SUPPLIE		139.95	
			7	OTC BRANDS	0	62.64	
04 E 500 580 000 325 430				EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E		62.64	
			8	CR. BASEBALL SAVINGS	0	-45.00	
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		-45.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			9	GOLD MEDAL PRODUCTS	0	67.64	
01 L	230 21			GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		67.64	
18703	Vendor Continued Void	10/14/2019					0.00
18704	CITY OF GRANITE FALLS	10/14/2019	1	BRE	0	741.48	24,672.10
01 E	005 810 183 000 330			OPERATIONS AND MAINTENANCE/---/UTILITY SERVICES/SEWER-W		741.48	
01 E	005 810 184 000 330		2	BR ELEC	0	6,943.76	
				OPERATIONS AND MAINTENANCE/---/UTILITY SERVICES/ELECTRI		6,943.76	
01 E	005 810 183 000 330		3	HS WATER-SEWER	0	1,217.05	
				OPERATIONS AND MAINTENANCE/---/UTILITY SERVICES/SEWER-W		1,217.05	
01 E	005 810 184 000 330		4	HS ELECTRICITY	0	15,311.50	
				OPERATIONS AND MAINTENANCE/---/UTILITY SERVICES/ELECTRI		15,311.50	
01 E	005 810 184 000 330		5	TRACK	0	38.81	
				OPERATIONS AND MAINTENANCE/---/UTILITY SERVICES/ELECTRI		38.81	
01 E	300 361 000 000 330		6	CARPENTRY	0	86.81	
				CTE-INDUSTRIAL TECH./---/UTILITY SERVICES/---		86.81	
01 E	005 810 191 000 330		8	OM	0	332.69	
				OPERATIONS AND MAINTENANCE/---/UTILITY SERVICES/OUTSIDE		332.69	
18705	CITY OF GRANITE FALLS	10/14/2019	6391	SRO- SEPT	0	4,300.00	4,300.00
01 E	005 790 600 342 305			OTHER PUPIL SUPPORT SERVICES/SAFE SCHOOLS/PROFESSIONAL		4,300.00	
18706	CLEAN SITE LLC	10/14/2019	1983	CC PORTA POTTY	0	226.55	226.55
01 E	300 292 000 000 899			SERVICE			
				BOYS/GIRLS ATHLETICS/---/MISCELLANEOUS EXPENSE/---		226.55	
18707	CONSUMERS COOPERATIVE OIL CO.	10/14/2019	1		0	61.42	61.42
01 E	005 810 191 000 442			OPERATIONS AND MAINTENANCE/---/GAS & OIL/OUTSIDE MAINTENANCE		61.42	
18708	CONTINENTAL MATH LEAGUE	10/14/2019	34431	BRE TAG FEES	0	80.00	80.00
01 E	100 218 000 388 369			GIFTED & TALENTED/TAG (06)/PARTICIPATION FEES/---		80.00	
18709	DAVE'S ELECTRIC MOTOR CO.	10/14/2019	154270	SAW BLADE	0	145.99	172.99
01 E	300 301 501 830 433			CTE- AG EDUCATION/VOCATIONAL PROGRAMS/INDIVIDUAL INST S		145.99	
02 E	005 770 000 701 490		154287	COOLER RENT	0	27.00	
				FOOD SERVICES/SCHOOL LUNCH/FOOD/---		27.00	
18710	DEAN FOODS NORTH CENTRAL, INC.	10/14/2019	YME		0	3,456.55	3,456.55
02 E	005 770 000 701 495			FOOD SERVICES/SCHOOL LUNCH/MILK/---		2,281.97	
02 E	005 770 000 705 495			FOOD SERVICES/BREAKFAST/MILK/---		760.00	
02 E	005 770 104 707 495			FOOD SERVICES/ALA CARTE/OTHER/MILK/FOOD ORDERED ONLY/CA		326.61	
02 E	005 770 000 703 495			FOOD SERVICES/SPECIAL MILK/MILK/---		87.97	
18711	MEAGAN DEKAM	10/14/2019	1	shoes	0	89.99	89.99
02 E	005 770 126 701 401			FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/DRESS PER C		89.99	
18712	DEPT. OF EMPLOYMENT & ECONOMIC	10/14/2019	2019-3	unemployment	0	1,730.00	1,730.00
01 E	005 810 000 000 280			OPERATIONS AND MAINTENANCE/---/UNEMPLOYMENT COMPENSATIO		1,730.00	
18713	DIRTY DOG PRODUCTIONS	10/14/2019	5203	DANCE MUSIC	0	787.37	787.37
01 E	300 296 228 000 401			GIRLS ATHLETICS/---/GENERAL SUPPLIES/DANCELINE		787.37	
18714	E&C GRAPHICS	10/14/2019	19892	DECALS FOR SCHOOL	0	1,250.00	1,250.00
01 E	005 810 193 000 401			VEHICLES			
				OPERATIONS AND MAINTENANCE/---/GENERAL SUPPLIES/CAR EXP		1,250.00	
18715	EDCLUB	10/14/2019	155593	LICENSE	0	187.09	187.09
01 E	100 203 400 000 430			ELEMENTARY GENERAL ED./---/SUPPLIES/GRADES 1-5		187.09	
18716	EMC INSURANCE COMPANIES	10/14/2019	1	INSURANCE	0	10,952.96	10,952.96
01 E	005 940 000 000 340			PROPERTY AND OTHER INSURANCE/---/INSURANCE/---		10,952.96	

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18717	EXPLORE LEARNING	10/14/2019	2162924	TITLE I - PART A/TITLE I/INSTRUCTIONAL TECH. SFTWR/LICN	0	105.00	105.00
01 E 100 216 000 401 406						105.00	
18718	FARMERS UNION OIL CO.	10/14/2019	111557	BUCCONEER PLUS OPERATIONS AND MAINTENANCE/---/CUST/REPAIR SUPPLIES/OUT	0	120.86	120.86
01 E 005 810 191 000 410						120.86	
18719	FIREFLY COMPUTERS	10/14/2019	1000168000	ADAPTERS(22) TECHNOLOGY INSTRUCTIONAL/---/INSTRUCTIONAL TECHNOLOGY S	0	829.78	1,009.72
01 E 005 630 122 000 456						829.78	
			1000168673	ADAPTERS (6) TECHNOLOGY INSTRUCTIONAL/---/INSTRUCTIONAL TECHNOLOGY S	0	179.94	179.94
01 E 005 630 122 000 456						179.94	
18720	FIRST CHOICE FOOD & BEVERAGE S	10/14/2019	1	CONCESSIONS GENERAL FUND/DEFERRED REVENUE/CONCESSIONS	0	540.00	540.00
01 L 230 21						540.00	
18721	FORD JAMES	10/14/2019	1	C/C - STUDENT ACT. BOYS/GIRLS ATHLETICS/STUDENT ACTIVITY '20/MISCELLANEOUS	0	314.68	314.68
01 E 300 292 226 301 899						314.68	
18722	FRENCH GLASS & SPECIALTY INC.	10/14/2019	39692	PRESSBOX WINDOW OPERATIONS AND MAINTENANCE/---/REPAIRS AND MAINTENANCE	0	108.22	108.22
01 E 005 810 191 000 350						108.22	
18723	GRAND AFFAIR	10/14/2019	641728	HOMECOMING FLOWERS EXTRACURRICULAR ACTIVITIES/STUDENT ACTIVITY '20/MISCELL	0	99.00	99.00
01 E 300 298 229 301 899						99.00	
18724	GRAND FORKS PUBLIC SCHOOLS	10/14/2019	14248	TUITTON MISC. HEALTH DISABILITIES/---/OUT OF STATE TUITION/---	0	333.24	333.24
01 E 998 410 000 000 392						333.24	
18725	GRANITE FALLS AUTO PARTS	10/14/2019	1	AUTOS OPERATIONS AND MAINTENANCE/---/GENERAL SUPPLIES/CAR EXP	0	110.77	281.60
01 E 005 810 193 000 401						110.77	
			2	OM OPERATIONS AND MAINTENANCE/---/CUST/REPAIR SUPPLIES/OUT	0	97.60	97.60
01 E 005 810 191 000 410						97.60	
			3	AG CTE- AG EDUCATION/VOCATIONAL PROGRAMS/INDIVIDUAL INST S	0	73.23	73.23
01 E 300 301 501 830 433						73.23	
18726	GRANITE FALLS OFFICIALS ASSOC.	10/14/2019	1	HS VOLLEYBALL GIRLS ATHLETICS/---/PROFESSIONAL FEES/VOLLEYBALL	0	220.00	2,040.00
01 E 300 296 209 000 305						220.00	
			2	MS VOLLEYBALL GIRLS ATHLETICS/---/PROFESSIONAL FEES/VOLLEYBALL	0	400.00	400.00
01 E 350 296 209 000 305						400.00	
			3	MS FOOTBALL BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL	0	900.00	900.00
01 E 350 294 211 000 305						900.00	
			4	HS FOOTBALL BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL	0	520.00	520.00
01 E 300 294 211 000 305						520.00	
18727	GRANITE HARDWARE	10/14/2019	1	AUTOS OPERATIONS AND MAINTENANCE/---/GENERAL SUPPLIES/CAR EXP	0	75.01	396.55
01 E 005 810 193 000 401						75.01	
			10	im OPERATIONS AND MAINTENANCE/---/GENERAL SUPPLIES/CAR EXP	0	96.72	96.72
01 E 005 810 193 000 401						96.72	
			2	OM OPERATIONS AND MAINTENANCE/---/CUST/REPAIR SUPPLIES/OUT	0	129.42	129.42
01 E 005 810 191 000 410						129.42	
			3	C/C BOYS/GIRLS ATHLETICS/---/GENERAL SUPPLIES/CROSS COUNTRY	0	10.99	10.99
01 E 300 292 226 000 401						10.99	
			4	MUSICAL EXTRACURRICULAR ACTIVITIES/---/GENERAL SUPPLIES/MUSICAL	0	52.44	52.44
01 E 300 298 236 000 401						52.44	
			6	AG CTE- AG EDUCATION/VOCATIONAL PROGRAMS/INDIVIDUAL INST S	0	31.97	31.97
01 E 300 301 501 830 433						31.97	
18728	GRAPHIC EDGE	10/14/2019	1351159	VB UNIFORMS GIRLS ATHLETICS/STUDENT ACTIVITY '20/MISCELLANEOUS EXPE	0	599.03	796.82
01 E 300 296 209 301 899						599.03	

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01 E 300 294 227 000 401			1359110	UNIFORM PANTS BOYS ATHLETICS/---/GENERAL SUPPLIES/UNIFORMS	0	197.79 197.79	
18729 GREAT LAKES SPORTS 01 E 300 292 000 000 899		10/14/2019	271406	BOYS/GIRLS ATHLETICS/---/MISCELLANEOUS EXPENSE/---	0	359.80 359.80	359.80
18730 GREAT PLAINS NATURAL GAS CO 01 E 005 810 000 000 440		10/14/2019	1	BRE OPERATIONS AND MAINTENANCE/---/FUEL FOR BUILDINGS/---	0	194.79 194.79	250.24
01 E 005 810 000 000 440			2	HIGH SCHOOL OPERATIONS AND MAINTENANCE/---/FUEL FOR BUILDINGS/---	0	30.83 30.83	
01 E 005 810 191 000 440			3	MAINT. OPERATIONS AND MAINTENANCE/---/FUEL FOR BUILDINGS/OUTSI	0	24.62 24.62	
18731 GRUWELL ELECTRIC LLC 01 E 005 865 000 380 530		10/14/2019	525 & 505	AHU#9 MOTOR LONG TERM FACILITY MAINT./MECHANICAL SYSTEMS/EQUIPMENT	0	2,491.57 2,491.57	2,491.57
18732 H & B SPECIALIZED PRODUCTS 01 E 005 850 000 302 522		10/14/2019	3031	BLEACHER RAILS FACILITIES/CAPITAL OUTLAY/BUILDING IMPROVEMENTS/---	0	15,321.00 15,321.00	15,321.00
18733 HANSEN, LISA 01 E 100 203 000 000 430		10/14/2019	4	WAL MART- SMART ROOM CORDS ELEMENTARY GENERAL ED./---/SUPPLIES/---	0	4.06 4.06	73.05
04 E 500 582 000 344 430			9-19-19	PRESCHOOL / UMBRELLAS LEARNING READINESS/LEARNING READINESS/SUPPLIES/---	0	25.65 25.65	
01 E 100 050 000 000 401			9-19-19-	SUPPLIES FOR OPEN HOUSE PRINCIPAL'S OFFICE/---/GENERAL SUPPLIES/---	0	35.86 35.86	
01 E 100 216 614 401 430			9-30-19	MAGNETS TITLE I - PART A/TITLE I/SUPPLIES/PARENT INVOLVEMENT	0	7.48 7.48	
18734 HANSEN SHARPENING SERVICE 01 E 350 255 000 000 430 01 E 300 361 000 830 433		10/14/2019	017613	SHARPEN BLADE INDUSTRIAL EDUCATION/---/SUPPLIES/--- CTE-INDUSTRIAL TECH./VOCATIONAL PROGRAMS/INDIVIDUAL INS	0	12.00 4.80 7.20	12.00
18735 HDL 01 E 300 361 000 000 450		10/14/2019	769383	CTE-INDUSTRIAL TECH./---/MATERIALS PURCH FOR RESALE/---	0	54.91 54.91	243.16
01 E 350 255 000 000 450			769383-	INDUSTRIAL EDUCATION/---/MATERIALS PURCH FOR RESALE/---	0	54.90 54.90	
01 E 350 255 000 000 450			774330	INDUSTRIAL EDUCATION/---/MATERIALS PURCH FOR RESALE/---	0	26.67 26.67	
01 E 300 361 000 000 450			774330-	CTE-INDUSTRIAL TECH./---/MATERIALS PURCH FOR RESALE/---	0	106.68 106.68	
18736 HILLYARD/HUTCHINSON 01 E 005 810 000 000 410		10/14/2019	603574045	OPERATIONS AND MAINTENANCE/---/CUST/REPAIR SUPPLIES/---	0	920.41 920.41	2,621.34
01 E 005 810 000 000 410			603581191	OPERATIONS AND MAINTENANCE/---/CUST/REPAIR SUPPLIES/---	0	91.13 91.13	
01 E 005 810 000 000 410			603590278	OPERATIONS AND MAINTENANCE/---/CUST/REPAIR SUPPLIES/---	0	633.00 633.00	
01 E 005 810 000 000 410			603608309	MAINT. SUPPLIES OPERATIONS AND MAINTENANCE/---/CUST/REPAIR SUPPLIES/---	0	976.80 976.80	
18737 HOLMSTROM AND KVAM 01 E 005 110 116 000 305		10/14/2019	1006-18	research-clkfd property ACCOUNTING OFFICE/---/PROFESSIONAL FEES/ATTORNEY FEES	0	450.00 450.00	450.00
18738 HM RECEIVABLES CO., LLC 01 E 100 216 000 401 406		10/14/2019	954611402	HMH journey's TITLE I - PART A/TITLE I/INSTRUCTIONAL TECH. SFTWR/LICN	0	400.00 400.00	400.00

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18739	IMPACT APPLICATIONS	10/14/2019	20194309	IMPACT SOFTWARE	0	435.00	435.00
01 E 300 292 000 000 899				BOYS/GIRLS ATHLETICS/---/MISCELLANEOUS EXPENSE/---		435.00	
18740	INNOVATIVE OFFICE SOLUTIONS LL	10/14/2019	2683960		0	73.66	395.88
01 E 300 211 000 000 433				SECONDARY EDUCATION GENERAL/---/INDIVIDUAL INST SUPPLIE		73.66	
			2690356		0	143.00	
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED./---/SUPPLIES/---		143.00	
			IN2676128		0	48.26	
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED./---/SUPPLIES/---		48.26	
			IN2676128-		0	95.76	
01 E 100 216 000 401 433				TITLE I - PART A/TITLE I/INDIVIDUAL INST SUPPLIES/---		95.76	
			IN2685646		0	35.20	
04 E 500 582 000 344 430				LEARNING READINESS/LEARNING READINESS/SUPPLIES/---		35.20	
18741	ISCORP	10/14/2019	702612	SKYWARD FINANCE	0	195.50	195.50
01 E 005 110 000 000 350				ACCOUNTING OFFICE/---/REPAIRS AND MAINTENANCE SVCS/---		195.50	
18742	IXL LEARNING	10/14/2019	S359533	RENEWAL	0	2,363.00	2,363.00
01 E 100 216 000 401 406				TITLE I - PART A/TITLE I/INSTRUCTIONAL TECH. SFTWR/LICN		2,363.00	
18743	JULIE JAENISCH	10/14/2019	1	DANCE CLINIC	0	53.34	53.34
01 E 300 292 000 316 367				BOYS/GIRLS ATHLETICS/STAFF DEVELOPMENT/TRAVEL-PROFESS D		53.34	
18744	JIM'S CLOTHING & SPORTING GOOD	10/14/2019	119515	BAND SHIRTS	0	201.00	1,180.13
01 E 300 298 233 301 899				EXTRACURRICULAR ACTIVITIES/STUDENT ACTIVITY '20/MISCELL		201.00	
			121180	CC/TRACK	0	418.50	
01 E 300 292 226 301 899				BOYS/GIRLS ATHLETICS/STUDENT ACTIVITY '20/MISCELLANEOUS		418.50	
			121182	MOBILE PHONE	0	560.63	
01 L 230 43				STAND		560.63	
				GENERAL FUND/DEFERRED REVENUE/TARGET \$ MS/HS		560.63	
18745	ALYSSA J JOHNSON	10/14/2019	1	VBALL CARDS	0	16.00	16.00
01 E 300 296 209 301 899				GIRLS ATHLETICS/STUDENT ACTIVITY '20/MISCELLANEOUS EXPE		16.00	
18746	KILOWATT COMMUNITY CENTER	10/14/2019	9-9-19	GYM RENT - FB	0	75.00	75.00
01 E 300 292 000 000 370				TEAM		75.00	
				BOYS/GIRLS ATHLETICS/---/RENTALS AND LEASES/---		75.00	
18747	KIWANIS CLUB OF GRANITE FALLS	10/14/2019	19-20	MEMBERSHIP	0	100.00	100.00
01 E 005 020 000 000 820				SUPERINTENDENT'S OFFICE/---/DUES & MEMBERSHIPS/---		100.00	
18748	JAN M LEROHL	10/14/2019	1	SR CTR	0	58.72	68.07
04 E 500 590 000 321 401				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/GENERAL SU		58.72	
			2	POSTAGE	0	9.35	
04 E 500 590 000 321 329				OTHER COMMUNITY SERVICES/COMMUNITY EDUCATION/POSTAGE AN		9.35	
18749	LIFELINE INC.	10/14/2019	LL-12261	pads-aed	0	111.43	111.43
01 E 005 865 000 352 401				LONG TERM FACILITY MAINT./ENVIRONMENTAL HLTH & SAFETY/G		111.43	
18750	LIONS CLUB OF GRANITE FALLS	10/14/2019	1	DUES- TIM KNAPPER	0	30.00	30.00
04 E 500 505 000 321 820				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/DUES &		30.00	
18751	Vendor Continued Void	10/14/2019					0.00
18752	LOFFLER	10/14/2019	3222165	COPIES- PRINTERS	250152	4.33	786.91
01 E 100 203 290 000 350				ELEMENTARY GENERAL ED./---/REPAIRS AND MAINTENANCE SVCS		4.33	
			3222165-	COPIES- PRINTERS	250153	12.16	
02 E 005 770 290 000 401				FOOD SERVICES/---/GENERAL SUPPLIES/FOR COPIERS		12.16	
			3222165--	COPIES- PRINTERS	250154	5.65	
01 E 300 211 290 000 350				SECONDARY EDUCATION GENERAL/---/REPAIRS AND MAINTENANCE		5.65	
			323045-250144	BRE BOOK ROOM	0	174.00	

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01 E 100 203 290 000 350				ELEMENTARY GENERAL ED./---/REPAIRS AND MAINTENANCE SVCS		174.00	
			323045-250145	MS/HS LIB.	0	165.47	
01 E 300 211 290 000 350				SECONDARY EDUCATION GENERAL/---/REPAIRS AND MAINTENANCE		165.47	
			323045-250148	DO	0	66.00	
01 E 005 020 290 000 350				SUPERINTENDENT'S OFFICE/---/REPAIRS AND MAINTENANCE SVC		66.00	
			323045-250149	MS/HS OFFICE	0	87.01	
01 E 300 211 290 000 350				SECONDARY EDUCATION GENERAL/---/REPAIRS AND MAINTENANCE		87.01	
			323045-250150	MS/HS SPED ROOM	0	130.38	
01 E 300 211 290 000 350				SECONDARY EDUCATION GENERAL/---/REPAIRS AND MAINTENANCE		130.38	
			323045-250156	BRE OFFICE	0	141.91	
01 E 100 203 290 000 350				ELEMENTARY GENERAL ED./---/REPAIRS AND MAINTENANCE SVCS		141.91	
18753 KEISHA LOUWAGIE		10/14/2019	P/S	UMBRELLAS FOR PS	0	25.77	25.77
04 E 500 582 000 344 430				LEARNING READINESS/LEARNING READINESS/SUPPLIES/---		25.77	
18754 JENNA LUEPKE		10/14/2019	1	SHOES PER CONTRACT	0	49.99	49.99
02 E 005 770 126 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/DRESS PER C		49.99	
18755 MARC		10/14/2019	0676051	SCREENS/WEED KILLER	0	498.77	498.77
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE/---/CUST/REPAIR SUPPLIES/OUT		498.77	
18756 MASA		10/14/2019	FY20	MEMBERSHIP DUES	0	845.00	845.00
01 E 005 020 000 000 820				SUPERINTENDENT'S OFFICE/---/DUES & MEMBERSHIPS/---		845.00	
18757 MATH MASTERS OF MINNESOTA		10/14/2019	A	BRE TAG FEES	0	170.00	170.00
01 E 100 218 000 388 369				GIFTED & TALENTED/TAG (06)/PARTICIPATION FEES/---		85.00	
01 E 350 218 000 388 369				GIFTED & TALENTED/TAG (06)/PARTICIPATION FEES/---		85.00	
18758 MATHFAX		10/14/2019	4981	BRE TAG FEES	0	240.00	240.00
01 E 100 218 000 388 369				GIFTED & TALENTED/TAG (06)/PARTICIPATION FEES/---		240.00	
18759 LAUREN MCCOSH		10/14/2019	1	CRAFTS FOR ST. COUNCIL	0	39.56	39.56
01 E 300 298 229 301 899				EXTRACURRICULAR ACTIVITIES/STUDENT ACTIVITY '20/MISCELL		39.56	
18760 MINNESOTA ELEVATOR TOTAL ELEVA		10/14/2019	822127	ELEVATOR REPAIRS	0	898.72	898.72
01 E 005 865 000 369 305				LONG TERM FACILITY MAINT./BUILDING HARDWARE & EQUIP LTF		898.72	
18761 MINNESOTA HISTORICAL SOCIETY		10/14/2019	21788	TICKETS	0	144.00	144.00
01 E 005 790 000 318 430				OTHER PUPIL SUPPORT SERVICES/INTER DIST COOPERATION/SUP		144.00	
18762 MN RIVER VALLEY EDUCATION DIST		10/14/2019	20-9	CAREER TECH COLLAB PROGRAM	0	6,690.00	6,690.00
01 E 005 030 000 000 305				MRVED DIRECTOR/---/PROFESSIONAL FEES/---		6,690.00	
18763 MINNESOTA SCHOOL BOARD ASSOC.		10/14/2019	23559R2R9Y8	BOARD BOOK RENEWAL	0	2,100.00	2,150.00
01 E 005 010 000 000 405				BOARD OF EDUCATION/---/SOFTWARE ETC/---		2,100.00	
			23744H1M2P2	SCHOOL ATTY NEWSLETTER	0	50.00	
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE/---/GENERAL SUPPLIES/---		50.00	
18764 MN STATE COMMUNITY & TECH COLL		10/14/2019	1	MEDICATION ADMINISTRATION	0	300.00	300.00
01 E 005 640 000 316 366				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-SCHOOL BUSIN		300.00	
18765 MINNESOTA WEST-CANBY		10/14/2019	250384	PSEO-CHEM	0	2,600.00	26,101.93
01 E 300 200 000 000 394				PSEO/ONLINE/---/PAYMENTS TO OTHER AGENCIES/---		2,600.00	
			250946	FALL PSEO	0	23,501.93	
01 E 300 200 000 000 394				PSEO/ONLINE/---/PAYMENTS TO OTHER AGENCIES/---		23,501.93	

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18766	MUSSER ENVIRONMENTAL INC.	10/14/2019	1	HEALTH & SAFETY IN 2 OF 3	0	2,878.19	2,878.19
01 E 005 865 000 352 305				LONG TERM FACILITY MAINT./ENVIRONMENTAL HLTH & SAFETY/P		2,878.19	
18767	MVCC	10/14/2019	20-04	19-20 SPECIAL ED SERVICES	0	137,330.21	137,330.21
01 E 005 420 978 740 396				SPECIAL EDUCATIONAL GENERAL/STATE FUNDED SPECIAL ED/DUE		137,330.21	
18768	NATIONAL CURRENT EVENTS LEAGUE	10/14/2019	34331	GRADE 5 GIFTED & TALENTED/TAG (06)/PARTICIPATION FEES/---	0	80.00	80.00
01 E 100 218 000 388 369						80.00	
18769	NATIONAL GEOGRAPHIC BEE	10/14/2019	56254	BRE TAG FEES GIFTED & TALENTED/TAG (06)/PARTICIPATION FEES/---	0	80.00	160.00
01 E 100 218 000 388 369						80.00	
01 E 350 218 000 388 369			56256	MS TAG FEES GIFTED & TALENTED/TAG (06)/PARTICIPATION FEES/---	0	80.00	80.00
18770	OLSON SANITATION INC.	10/14/2019	1	OPERATIONS AND MAINTENANCE/---/UTILITY SERVICES/---	0	877.50	877.50
01 E 005 810 000 000 330						877.50	
18771	ONE DIVERSIFIED	10/14/2019	0263420	LEARNING SUITE RENEWAL	0	597.60	597.60
01 E 005 630 199 000 405				TECHNOLOGY INSTRUCTIONAL/---/SOFTWARE ETC/TECHNOLOGY		597.60	
18772	PAN-O-GOLD BAKING CO.	10/14/2019	1	FOOD SERVICES/SCHOOL LUNCH/FOOD/---	0	573.42	573.42
02 E 005 770 000 701 490				FOOD SERVICES/ALA CARTE/OTHER/FOOD/FOOD ORDERED ONLY/CA		566.50	
02 E 005 770 104 707 490						6.92	
18773	PITNEY BOWES	10/14/2019	1	LEASE FEE SUPERINTENDENT'S OFFICE/---/RENTALS AND LEASES/---	0	695.85	695.85
01 E 005 020 000 000 370						695.85	
18774	RAMBOW SPORTSWEAR	10/14/2019	602965	VOLLEYBALL ST ACT.	0	500.00	2,812.65
01 E 300 296 209 301 899				GIRLS ATHLETICS/STUDENT ACTIVITY '20/MISCELLANEOUS EXPE		500.00	
01 L 230 20			603242	MISC ATHLETIC GENERAL FUND/DEFERRED REVENUE/ACTIVITIES/ATHLETIC (COKE	0	2,002.50	2,002.50
04 E 500 505 000 321 450			605638	FLAG FB TEES COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	310.15	310.15
18775	REINHART INST FOODS	10/14/2019	1	FOOD FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/---	0	17,177.28	17,382.48
02 E 005 770 000 701 401				FOOD SERVICES/SCHOOL LUNCH/FOOD/---		744.97	
02 E 005 770 000 701 490				FOOD SERVICES/BREAKFAST/FOOD/---		11,326.42	
02 E 005 770 000 705 490				FOOD SERVICES/ALA CARTE/OTHER/FOOD/FOOD ORDERED ONLY/CA		3,421.97	
02 E 005 770 104 707 490						1,683.92	
02 E 005 770 000 701 490			10	USDA COMMODITIES FOOD SERVICES/SCHOOL LUNCH/FOOD/---	0	205.20	205.20
18776	RENNEBERG HARDWOODS	10/14/2019	28380	CTE-INDUSTRIAL TECH./---/MATERIALS PURCH FOR RESALE/---	0	2,018.20	2,883.14
01 E 300 361 000 000 450						2,018.20	
01 E 350 255 000 000 450			28380-	INDUSTRIAL EDUCATION/---/MATERIALS PURCH FOR RESALE/---	0	864.94	864.94
18777	RIDDELL/ALL AMERICAN SPORTS CO	10/14/2019	951045528	BOYS ATHLETICS/---/GENERAL SUPPLIES/FOOTBALL	0	77.28	77.28
01 E 300 294 211 000 401						77.28	
18778	RILEY BUS SERVICE, INC.	10/14/2019	11966	STATE FAIR COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	1,015.00	1,910.00
04 E 500 505 000 321 450						1,015.00	
04 E 500 505 000 321 450			11977	DAY TRIPPERS COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA	0	895.00	895.00
18779	ROCKET MARKETING	10/14/2019	475	BANNERS- FOOTBALL ST ACT.	0	340.00	340.00
01 E 300 294 211 301 899				BOYS ATHLETICS/STUDENT ACTIVITY '20/MISCELLANEOUS EXPEN		340.00	
18780	RTS	10/14/2019	1		0	116.09	116.09

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01 E 005 810 000 000 320				OPERATIONS AND MAINTENANCE/---/COMMUNICATIONAL SERVICES		116.09	
18781 RUPP,ANDERSON, SQUIRES & WALDS		10/14/2019	9767		0	604.28	604.28
01 E 005 110 116 000 305				ACCOUNTING OFFICE/---/PROFESSIONAL FEES/ATTORNEY FEES		604.28	
18782 SAWMILL		10/14/2019	219033	MUSICAL	0	204.94	322.22
01 E 300 298 236 000 401				EXTRACURRICULAR ACTIVITIES/---/GENERAL SUPPLIES/MUSICAL		204.94	
			239066	IND TECH	0	82.88	
01 E 350 255 000 000 430				INDUSTRIAL EDUCATION/---/SUPPLIES/---		82.88	
			239108	ST. COUNCIL	0	34.40	
01 E 300 298 229 301 899				EXTRACURRICULAR ACTIVITIES/STUDENT ACTIVITY '20/MISCELL		34.40	
18783 SCHOLASTIC BOOK CLUBS INC.		10/14/2019	55179333		0	50.50	142.41
01 E 100 216 614 401 430				TITLE I - PART A/TITLE I/SUPPLIES/PARENT INVOLVEMENT		50.50	
			t56316302#	Books	0	91.91	
01 E 100 216 614 401 430				TITLE I - PART A/TITLE I/SUPPLIES/PARENT INVOLVEMENT		91.91	
18784 SCHOLASTIC BOOK FAIRS		10/14/2019	B4206222FR	BOOKS	0	801.18	801.18
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		801.18	
18785 CAROLYNN I SCHOMMER		10/14/2019	SEPT.	DAKOTA LANGUAGE	0	320.00	320.00
				CONTRACT			
01 E 300 230 106 000 305				FOREIGN/NATIVE LANGUAGES/---/PROFESSIONAL FEES/DAKOTA L		320.00	
18786 SCHWICKERT'S		10/14/2019	S510055400	BRE ROOF REPAIRS	0	670.00	1,145.00
01 E 005 865 000 383 520				LONG TERM FACILITY MAINT./LTFM ROOFS/BUILDING CONSTRUCT		670.00	
			S510055401	HS ROOF REPAIRS	0	475.00	
01 E 005 865 000 383 520				LONG TERM FACILITY MAINT./LTFM ROOFS/BUILDING CONSTRUCT		475.00	
18787 SCRIPPS NATIONAL SPELLING BEE		10/14/2019	SK32-344732	BRE TAG FEES	0	150.00	300.00
01 E 100 218 000 388 369				GIFTED & TALENTED/TAG (06)/PARTICIPATION FEES/---		150.00	
			SK32-344732-	MS TAG FEES	0	150.00	
01 E 350 218 000 388 369				GIFTED & TALENTED/TAG (06)/PARTICIPATION FEES/---		150.00	
18788 SHERWIN WILLIAMS		10/14/2019	1264-4	GYM PROJECT	0	737.52	763.86
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE/---/CUST/REPAIR SUPPLIES/---		737.52	
			911-9	GYM PROJECT	0	26.34	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE/---/CUST/REPAIR SUPPLIES/---		26.34	
18789 SHRED-N-GO		10/14/2019	96955	9/13/19 SHREDDING	0	1,414.19	1,414.19
01 E 005 810 000 000 350				OPERATIONS AND MAINTENANCE/---/REPAIRS AND MAINTENANCE		1,414.19	
18790 STUMPS		10/14/2019	Z22361120001	HOMECOMING -ST	0	117.88	117.88
				COUNCIL			
01 E 300 298 229 301 899				EXTRACURRICULAR ACTIVITIES/STUDENT ACTIVITY '20/MISCELL		117.88	
18791 SUBWAY		10/14/2019	1	CONCESSIONS:	0	482.00	482.00
				784740,			
				784741,784738,&			
				10/4 FOR \$60			
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		482.00	
18792 SW/WC SERVICE COOP - MARSHALL		10/14/2019	61995	FOOD SERVICE	0	760.00	9,873.25
				WKSHF			
02 E 005 770 000 701 367				FOOD SERVICES/SCHOOL LUNCH/TRAVEL-PROFESS DEVELOPMENT/-		760.00	
			62061	TECH SUPPORT	0	7,369.00	
01 E 005 108 000 000 305				TECHNOLOGY ADMINISTRATIVE/---/PROFESSIONAL FEES/---		736.90	
01 E 005 630 000 000 305				TECHNOLOGY INSTRUCTIONAL/---/PROFESSIONAL FEES/---		6,632.10	
			62178	1ST QTR LEASE	0	1,724.25	
				LEVY			
01 E 005 400 000 000 370				SPECIAL ED GENERAL/---/RENTALS AND LEASES/---		1,724.25	

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			62225	BETH LUND WORKSHOP	0	20.00	
01 E 350 407 000 419 366				SPECIFIC LEARNING DISABILIT/94-142 FEDERAL/TRAVEL-SCHOO		20.00	
18793 TEACHER DIRECT		10/14/2019	5031381-50		0	275.94	275.94
01 E 100 203 400 000 430				ELEMENTARY GENERAL ED./---/SUPPLIES/GRADES 1-5		275.94	
18794 TEACHING STRATEGIES		10/14/2019	0364846-IN	GOLD ONLINE ASSESSMENT	0	438.00	438.00
04 E 500 582 000 344 430				LEARNING READINESS/LEARNING READINESS/SUPPLIES/---		438.00	
18795 THE ZOO FACTORY		10/14/2019	100007548		0	186.95	186.95
04 E 500 580 000 325 430				EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E		186.95	
18796 TORKE, BARB		10/14/2019	1	concessions	0	5.78	5.78
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		5.78	
18797 JENNIFER UFKIN		10/14/2019	18-19	REISSUED CHECK 21920	0	330.00	330.00
01 E 005 790 000 313 430				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		330.00	
18798 VIKING COCA-COLA		10/14/2019	1	CONCESSIONS	0	2,245.50	2,101.50
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		2,245.50	
			2	COKE ACCOUNT	0	-144.00	
01 L 230 20				GENERAL FUND/DEFERRED REVENUE/ACTIVITIES/ATHLETIC (COKE		-144.00	
18799 WEST CENTRAL TRIBUNE		10/14/2019	1	SUBSCRIPTION	0	247.52	247.52
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE/---/GENERAL SUPPLIES/---		247.52	
18800 WEST MUSIC		10/14/2019	S11804273		0	90.40	90.40
01 E 100 203 407 000 430				ELEMENTARY GENERAL ED./---/SUPPLIES/ELEM MUSIC		90.40	
18801 WILLMAR PUBLIC SCHOOLS #347		10/14/2019	7426	CREDIT FY19 TUITION	0	-1,647.69	6,201.90
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL/---/TUITION TO OTH MN SCH D		-1,647.69	
				FY19 TUITION	0	7,849.59	
01 E 998 211 000 000 390				SECONDARY EDUCATION GENERAL/---/TUITION TO OTH MN SCH D		7,849.59	
18802 XCEL ENERGY		10/14/2019	1		0	20.54	20.54
04 E 500 560 000 321 330				RECREATION-SWIM POOL/COMMUNITY EDUCATION/UTILITY SERVIC		20.54	
18803 YELLOW MEDICINE COUNTY		10/14/2019	1	CENSUS	0	15.00	539.00
04 E 500 580 000 325 430				EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E		15.00	
			2977	NOVEMBER 2018 ELECTION BALLOTS	0	524.00	
01 E 005 199 000 000 401				SCHOOL ELECTIONS/---/GENERAL SUPPLIES/---		524.00	
18804 Vendor Continued Void		10/14/2019					0.00
18805 Vendor Continued Void		10/14/2019					0.00
18806 Vendor Continued Void		10/14/2019					0.00
18807 Vendor Continued Void		10/14/2019					0.00
18808 Vendor Continued Void		10/14/2019					0.00
18809 Vendor Continued Void		10/14/2019					0.00
18810 Vendor Continued Void		10/14/2019					0.00
18811 Vendor Continued Void		10/14/2019					0.00
18812 Vendor Continued Void		10/14/2019					0.00
18813 Vendor Continued Void		10/14/2019					0.00
18814 YME SCHOOLS-ADM		10/14/2019	1	INTEREST	0	-1.33	7,630.56
01 R 005 000 000 000 092				DISTRICT WIDE/---/INVESTMENT EARNINGS/---		-1.33	
			14763	SUE BONES	0	75.00	
01 R 300 292 000 000 060				BOYS/GIRLS ATHLETICS/---/ADMISSION/STUDENT ACTIVITY/---		75.00	
			14764	GENE SANNERUD	0	70.00	
04 R 500 000 000 321 050				DISTRICT WIDE/COMMUNITY EDUCATION/FEEES FROM PATRONS/---		70.00	
			14765	CINDY VERSCHAETSE	0	100.00	

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01 E 300 296 209 000 305				GIRLS ATHLETICS/---/PROFESSIONAL FEES/VOLLEYBALL		100.00	
			14766	"	0	100.00	
01 E 300 296 209 000 305				GIRLS ATHLETICS/---/PROFESSIONAL FEES/VOLLEYBALL		100.00	
			14767	BRUCE BELSETTH	0	105.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		105.00	
			14768	LONNIE MARCIS	0	105.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		105.00	
			14769	NEIL NELSON	0	105.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		105.00	
			14770	TROY NELSON	0	105.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		105.00	
			14771	JEREMY ANDERSON	0	105.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		105.00	
			14772	EMC INSURANCE	0	80.54	
01 E 005 940 000 000 340				PROPERTY AND OTHER INSURANCE/---/INSURANCE/---		80.54	
			14773	MARILYN STRATE	0	100.00	
01 E 300 296 209 000 305				GIRLS ATHLETICS/---/PROFESSIONAL FEES/VOLLEYBALL		100.00	
			14774	TRACY DEUTZ	0	100.00	
01 E 300 296 209 000 305				GIRLS ATHLETICS/---/PROFESSIONAL FEES/VOLLEYBALL		100.00	
			14775	JANE SCHAUMAN	0	100.00	
01 E 300 296 209 000 305				GIRLS ATHLETICS/---/PROFESSIONAL FEES/VOLLEYBALL		100.00	
			14776	JOEL SOLIE	0	100.00	
01 E 300 296 209 000 305				GIRLS ATHLETICS/---/PROFESSIONAL FEES/VOLLEYBALL		100.00	
			14777	HANCOCK HS	0	125.00	
01 E 300 296 209 000 369				GIRLS ATHLETICS/---/PARTICIPATION FEES/VOLLEYBALL		125.00	
			14778	LQPV HS	0	80.00	
01 E 300 292 226 000 369				BOYS/GIRLS ATHLETICS/---/PARTICIPATION FEES/CROSS COUNT		80.00	
			14779	RCW HS	0	60.00	
01 E 300 292 226 000 369				BOYS/GIRLS ATHLETICS/---/PARTICIPATION FEES/CROSS COUNT		60.00	
			14780	SAMS CLUB	0	63.60	
01 L 230 21				GENERAL FUND/DEFERRED REVENUE/CONCESSIONS		63.60	
			14781	DAY TRIPPERS	0	914.25	
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		914.25	
			14782	JEN SCHMIDT	0	35.75	
02 R 005 000 000 701 601				DISTRICT WIDE/SCHOOL LUNCH/SALES TO PUPILS/---		35.75	
			14783	KATHLEEN KINSLEY	0	56.45	
02 R 005 000 000 701 601				DISTRICT WIDE/SCHOOL LUNCH/SALES TO PUPILS/---		56.45	
			14784	RANDY DYRDAHL	0	29.75	
02 R 005 000 000 701 601				DISTRICT WIDE/SCHOOL LUNCH/SALES TO PUPILS/---		29.75	
			14785	KIM TERSTEEG	0	22.85	
02 R 005 000 000 701 601				DISTRICT WIDE/SCHOOL LUNCH/SALES TO PUPILS/---		22.85	
			14786	MARY MCQUIRE	0	110.00	
02 R 005 000 000 701 601				DISTRICT WIDE/SCHOOL LUNCH/SALES TO PUPILS/---		110.00	
			14787	JAVIER RODRIQUEZ	0	25.00	
02 R 005 000 000 701 601				DISTRICT WIDE/SCHOOL LUNCH/SALES TO PUPILS/---		25.00	
			14788	JAMES	0	12.50	
				MCBEE/MCGRATH			

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02 R 005 000 000 701 601				DISTRICT WIDE/SCHOOL LUNCH/SALES TO PUPILS/---		12.50	
			14789	TODD AND AMY TENNIS	0	60.45	
02 R 005 000 000 701 601				DISTRICT WIDE/SCHOOL LUNCH/SALES TO PUPILS/---		60.45	
			14791	MIKE ANDERSON	0	5.10	
02 R 005 000 000 701 601				DISTRICT WIDE/SCHOOL LUNCH/SALES TO PUPILS/---		5.10	
			14792	MASSP	0	160.00	
01 E 300 640 000 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		160.00	
			14793	KEVIN DEBOER	0	105.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		105.00	
			14794	SCOTT BEEKMAN	0	105.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		105.00	
			14795	BRENT WHERRY	0	105.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		105.00	
			14796	CHRIS EICHTEN	0	105.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		105.00	
			14797	RON KASSEL	0	105.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		105.00	
			14798	CLAUDIA BECERRA	0	30.00	
01 R 005 630 122 000 050				TECHNOLOGY INSTRUCTIONAL/---/FEES FROM PATRONS/INSURANC		30.00	
			14799	CHAI & SHANA VUE KING	0	30.00	
01 R 005 630 122 000 050				TECHNOLOGY INSTRUCTIONAL/---/FEES FROM PATRONS/INSURANC		30.00	
			14801	FLICIA MULLIGAN	0	30.00	
01 R 005 630 122 000 050				TECHNOLOGY INSTRUCTIONAL/---/FEES FROM PATRONS/INSURANC		30.00	
			14802	CORY AND AMANDA LUDWIG	0	20.00	
01 R 005 630 122 000 050				TECHNOLOGY INSTRUCTIONAL/---/FEES FROM PATRONS/INSURANC		20.00	
			14803	KIMBERLY JOHNSON	0	30.00	
01 R 005 630 122 000 050				TECHNOLOGY INSTRUCTIONAL/---/FEES FROM PATRONS/INSURANC		30.00	
			14804	FELICIA MULLIGAN	0	30.00	
01 R 005 630 122 000 050				TECHNOLOGY INSTRUCTIONAL/---/FEES FROM PATRONS/INSURANC		30.00	
			14805	KIM JOHNSON	0	30.00	
01 R 005 630 122 000 050				TECHNOLOGY INSTRUCTIONAL/---/FEES FROM PATRONS/INSURANC		30.00	
			14806	WILL & LISA MILLER	0	30.00	
01 R 005 630 122 000 050				TECHNOLOGY INSTRUCTIONAL/---/FEES FROM PATRONS/INSURANC		30.00	
			14807	JOSUE & ANDREA RODRIQUEZ	0	30.00	
01 R 005 630 122 000 050				TECHNOLOGY INSTRUCTIONAL/---/FEES FROM PATRONS/INSURANC		30.00	
			14808	COLE MASSMAN	0	30.00	
01 R 005 630 122 000 050				TECHNOLOGY INSTRUCTIONAL/---/FEES FROM PATRONS/INSURANC		30.00	
			14809	RICK SHACKELFORD	0	150.00	
01 E 300 292 226 000 305				BOYS/GIRLS ATHLETICS/---/PROFESSIONAL FEES/CROSS COUNTR		150.00	
			14810	COLEEN FORD	0	25.00	
01 E 300 292 226 000 305				BOYS/GIRLS ATHLETICS/---/PROFESSIONAL FEES/CROSS COUNTR		25.00	
			14811	BILL NELSON	0	25.00	
01 E 300 292 226 000 305				BOYS/GIRLS ATHLETICS/---/PROFESSIONAL FEES/CROSS COUNTR		25.00	

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			14812	RANDIS STITCH & SCREEN	0	92.00	
01 E 300 296 224 301 899				GIRLS ATHLETICS/STUDENT ACTIVITY '20/MISCELLANEOUS EXPE		92.00	
			14813	DEBRA OSCARSON	0	40.00	
01 R 005 630 122 000 050				TECHNOLOGY INSTRUCTIONAL/---/FEES FROM PATRONS/INSURANC		40.00	
			14814	ASHLEY HOLM	0	100.00	
01 E 300 296 209 000 305				GIRLS ATHLETICS/---/PROFESSIONAL FEES/VOLLEYBALL		100.00	
			14815	TRACY DEUTZ	0	100.00	
01 E 300 296 209 000 305				GIRLS ATHLETICS/---/PROFESSIONAL FEES/VOLLEYBALL		100.00	
			14816	JANE SCHAUMAN	0	100.00	
01 E 300 296 209 000 305				GIRLS ATHLETICS/---/PROFESSIONAL FEES/VOLLEYBALL		100.00	
			14817	TIM BESEMAN	0	100.00	
01 E 300 296 209 000 305				GIRLS ATHLETICS/---/PROFESSIONAL FEES/VOLLEYBALL		100.00	
			14818	MONTE HS	0	45.00	
01 E 300 292 226 000 369				BOYS/GIRLS ATHLETICS/---/PARTICIPATION FEES/CROSS COUNT		45.00	
			14819	STEVE JOHNSON	0	125.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		125.00	
			14820	SCOTT HINDL	0	125.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		125.00	
			14821	TOM OGD AHL	0	125.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		125.00	
			14822	BRAD ROSA	0	125.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		125.00	
			14823	CHUCK VEEN	0	125.00	
01 E 300 294 211 000 305				BOYS ATHLETICS/---/PROFESSIONAL FEES/FOOTBALL		125.00	
			14824	REGION 6A MSHSL	0	240.00	
01 E 300 296 224 000 369				GIRLS ATHLETICS/---/PARTICIPATION FEES/TENNIS		240.00	
			14825	HANCOCK HS	0	13.95	
01 E 300 296 209 000 401				GIRLS ATHLETICS/---/GENERAL SUPPLIES/VOLLEYBALL		13.95	
			14826	S HINZ	0	42.00	
01 E 350 260 000 000 430				NATURAL SCIENCES/---/SUPPLIES/---		42.00	
			14827	AMAZON CAP SVCS	0	1,932.70	
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE/---/GENERAL SUPPLIES/---		410.78	
01 E 100 050 000 000 401				PRINCIPAL'S OFFICE/---/GENERAL SUPPLIES/---		19.98	
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED./---/SUPPLIES/---		173.07	
01 E 100 216 000 401 401				TITLE I - PART A/TITLE I/GENERAL SUPPLIES/---		70.18	
01 E 300 211 000 000 430				SECONDARY EDUCATION GENERAL/---/SUPPLIES/---		63.99	
04 E 500 580 000 325 430				EARLY CHILDHOOD AND FAM ED/EARLY CHILDHOOD AND FAMILY E		56.66	
01 E 350 220 000 000 430				ENGLISH/---/SUPPLIES/---		188.92	
01 E 100 203 408 000 433				ELEMENTARY GENERAL ED./---/INDIVIDUAL INST SUPPLIES/ELE		20.64	
01 E 300 258 233 000 433				MUSIC/---/INDIVIDUAL INST SUPPLIES/INSTRUMENTAL MUSIC		37.32	
01 E 300 200 000 000 394				PSEO/ONLINE/---/PAYMENTS TO OTHER AGENCIES/---		725.28	
01 E 100 216 614 401 430				TITLE I - PART A/TITLE I/SUPPLIES/PARENT INVOLVEMENT		165.88	
			14828	BENSON HS	0	75.00	
01 E 300 292 226 000 369				BOYS/GIRLS ATHLETICS/---/PARTICIPATION FEES/CROSS COUNT		75.00	
18815 YME BOARD ACCOUNT		10/14/2019	1	VOLLEYBALL CONCESSIONS VOUCHERS	0	100.00	121.00
01 E 300 296 209 301 899				GIRLS ATHLETICS/STUDENT ACTIVITY '20/MISCELLANEOUS EXPE		100.00	
			2	MUSIC RECORDERS	0	21.00	
01 E 100 790 388 000 899				OTHER PUPIL SUPPORT SERVICES/---/MISCELLANEOUS EXPENSE/		21.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
18816	YME-FOOD SERVICE	10/14/2019	11	K-2 SNACKS	0	1,014.84	2,162.59
01 E 100 203 362 000 399				ELEMENTARY GENERAL ED./---/MISCELLANEOUS EXPENSE/HEALTH		1,014.84	
			2	PRE-SCHOOL SNACKS	0	284.79	
04 E 500 582 000 344 490				LEARNING READINESS/LEARNING READINESS/FOOD/---		284.79	
			33	2ND CHANCE	0	862.96	
01 E 350 790 149 000 899				BREAKFAST		862.96	
				OTHER PUPIL SUPPORT SERVICES/---/MISCELLANEOUS EXPENSE/		862.96	
			139	Computer			
				Check(s) For a Total of			458,847.46

	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
	139	Computer	Checks For a Total of	458,847.46
Total For	139	Manual, Wire Tran, ACH & Computer	Checks	458,847.46
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	458,847.46

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	7,433.36	403.67	422,540.34	430,377.37
02	FOOD SERVICE	0.00	357.85	22,596.22	22,954.07
04	COMMUNITY SERVICE	0.00	70.00	4,471.27	4,541.27
07	DEBT REDEMPTION	0.00	0.00	475.00	475.00
09	TRUST FUND	24.75	0.00	0.00	24.75
47	OPEB DEBT SERVICE FUND	0.00	0.00	475.00	475.00



CHECK NUMBER	CHECK VENDOR	CHECK DATE	AMOUNT
18665	AMERICAN FAMILY LIFE ASSURANCE	09/20/2019	335.00
18666	AMERITAS LIFE INSURANCE CORP.	09/20/2019	556.24
18667	CENTURY LINK	09/20/2019	879.67
18668	DELTA DENTAL	09/20/2019	5,996.35
18669	HOERNEMANN, CHELSEA	09/20/2019	270.00
18670	MADISON NATIONAL LIFE	09/20/2019	1,869.49
18671	154200 NCPERS GROUP LIFE INS	09/20/2019	48.00
18672	SCHULTE, TREVOR	09/20/2019	400.00
18673	SELECT ACCOUNT	09/20/2019	4,712.50
18674	EDUCATION MINNESOTA YME	09/20/2019	2,851.19
18675	GURSTEL LAW FIRM	09/20/2019	153.60
18677	MUSIC THEATRE INTERNATIONAL	09/25/2019	1,411.56
18678	ACADEMIC THERAPY PUBLICATIONS	10/14/2019	195.80
18679	ACME TOOLS	10/14/2019	22,599.98
18680	ADVOCATE TRIBUNE	10/14/2019	1,224.81
18681	ALMICH'S MARKET	10/14/2019	2,953.69
18684	AMAZON CAPITAL SERVICES	10/14/2019	3,082.88
18685	AMERICAN WELDING AND GAS, INC.	10/14/2019	1,785.50
18686	ANDERSON'S	10/14/2019	597.22
18690	BENNETT & BENNETT INC.	10/14/2019	77,300.58
18691	BENSON LAUNDRY	10/14/2019	21.31
18692	BOND TRUST SERVICES CORPORATION	10/14/2019	950.00
18693	BREMMER RYAN	10/14/2019	7,494.17
18694	CANBY SCHOOL DISTRICT #891	10/14/2019	1,064.07
18695	CANON FINANCIAL SERVICES	10/14/2019	682.46
18696	CARL'S BAKERY	10/14/2019	24.75
18697	CARRUTH, TAMMY	10/14/2019	27.04
18698	CENEX CREDIT CARD	10/14/2019	444.77
18702	CITIZENS ALLIANCE BANK	10/14/2019	12,747.20
18704	CITY OF GRANITE FALLS	10/14/2019	24,672.10
18705	CITY OF GRANITE FALLS	10/14/2019	4,300.00
18706	CLEAN SITE LLC	10/14/2019	226.55
18707	CONSUMERS COOPERATIVE OIL CO.	10/14/2019	61.42
18708	CONTINENTAL MATH LEAGUE	10/14/2019	80.00
18709	DAVE'S ELECTRIC MOTOR CO.	10/14/2019	172.99
18710	DEAN FOODS NORTH CENTRAL, INC.	10/14/2019	3,456.55
18711	DEKAM, MEAGAN	10/14/2019	89.99
18712	DEPT. OF EMPLOYMENT & ECONOMIC DEVELOPMENT	10/14/2019	1,730.00
18713	DIRTY DOG PRODUCTIONS	10/14/2019	787.37
18714	E&C GRAPHICS	10/14/2019	1,250.00
18715	EDCLUB	10/14/2019	187.09
18716	EMC INSURANCE COMPANIES	10/14/2019	10,952.96
18717	EXPLORE LEARNING	10/14/2019	105.00
18718	FARMERS UNION OIL CO.	10/14/2019	120.86
18719	FIREFLY COMPUTERS	10/14/2019	1,009.72
18720	FIRST CHOICE FOOD & BEVERAGE SOLUTIONS	10/14/2019	540.00
18721	FORD JAMES	10/14/2019	314.68
18722	FRENCH GLASS & SPECIALTY INC.	10/14/2019	108.22
18723	GRAND AFFAIR	10/14/2019	99.00
18724	GRAND FORKS PUBLIC SCHOOLS	10/14/2019	333.24
18725	GRANITE FALLS AUTO PARTS	10/14/2019	281.60
18726	GRANITE FALLS OFFICIALS ASSOC.	10/14/2019	2,040.00
18727	GRANITE HARDWARE	10/14/2019	396.55
18728	GRAPHIC EDGE	10/14/2019	796.82
18729	GREAT LAKES SPORTS	10/14/2019	359.80
18730	GREAT PLAINS NATURAL GAS CO	10/14/2019	250.24

CHECK		CHECK	
NUMBER	VENDOR	DATE	AMOUNT
18731	GRUWELL ELECTRIC LLC	10/14/2019	2,491.57
18732	H & B SPECIALIZED PRODUCTS	10/14/2019	15,321.00
18733	HANSEN, LISA	10/14/2019	73.05
18734	HANSEN SHARPENING SERVICE	10/14/2019	12.00
18735	HDL	10/14/2019	243.16
18736	HILLYARD/HUTCHINSON	10/14/2019	2,621.34
18737	HOLMSTROM AND KVAM	10/14/2019	450.00
18738	HM RECEIVABLES CO., LLC	10/14/2019	400.00
18739	IMPACT APPLICATIONS	10/14/2019	435.00
18740	INNOVATIVE OFFICE SOLUTIONS LLC	10/14/2019	395.88
18741	ISCORP	10/14/2019	195.50
18742	IXL LEARNING	10/14/2019	2,363.00
18743	JAENISCH, JULIE	10/14/2019	53.34
18744	JIM'S CLOTHING & SPORTING GOOD	10/14/2019	1,180.13
18745	JOHNSON, ALYSSA	10/14/2019	16.00
18746	KILOWATT COMMUNITY CENTER	10/14/2019	75.00
18747	KIWANIS CLUB OF GRANITE FALLS	10/14/2019	100.00
18748	LEROHL, JAN	10/14/2019	68.07
18749	LIFELINE INC.	10/14/2019	111.43
18750	LIONS CLUB OF GRANITE FALLS	10/14/2019	30.00
18752	LOFFLER	10/14/2019	786.91
18753	LOUWAGIE, KEISHA	10/14/2019	25.77
18754	LUEPKE, JENNA	10/14/2019	49.99
18755	MARC	10/14/2019	498.77
18756	MASA	10/14/2019	845.00
18757	MATH MASTERS OF MINNESOTA	10/14/2019	170.00
18758	MATHFAX	10/14/2019	240.00
18759	MCCOSH, LAUREN	10/14/2019	39.56
18760	MINNESOTA ELEVATOR TOTAL ELEVATOR SOLUTIONS	10/14/2019	898.72
18761	MINNESOTA HISTORICAL SOCIETY	10/14/2019	144.00
18762	MN RIVER VALLEY EDUCATION DIST	10/14/2019	6,690.00
18763	MINNESOTA SCHOOL BOARD ASSOC.	10/14/2019	2,150.00
18764	MN STATE COMMUNITY & TECH COLLEGE	10/14/2019	300.00
18765	MINNESOTA WEST-CANBY	10/14/2019	26,101.93
18766	MUSSER ENVIRONMENTAL INC.	10/14/2019	2,878.19
18767	MVCC	10/14/2019	137,330.21
18768	NATIONAL CURRENT EVENTS LEAGUE	10/14/2019	80.00
18769	NATIONAL GEOGRAPHIC BEE	10/14/2019	160.00
18770	OLSON SANITATION INC.	10/14/2019	877.50
18771	ONE DIVERSIFIED	10/14/2019	597.60
18772	PAN-O-GOLD BAKING CO.	10/14/2019	573.42
18773	PITNEY BOWES	10/14/2019	695.85
18774	RAMBOW SPORTSWEAR	10/14/2019	2,812.65
18775	REINHART INST FOODS	10/14/2019	17,382.48
18776	RENNEBERG HARDWOODS	10/14/2019	2,883.14
18777	RIDDELL/ALL AMERICAN SPORTS CORP.	10/14/2019	77.28
18778	RILEY BUS SERVICE, INC.	10/14/2019	1,910.00
18779	ROCKET MARKETING	10/14/2019	340.00
18780	RTS	10/14/2019	116.09
18781	RUPP,ANDERSON, SQUIRES & WALDSPURGER, P.A.	10/14/2019	604.28
18782	SAWMILL	10/14/2019	322.22
18783	SCHOLASTIC BOOK CLUBS INC.	10/14/2019	142.41
18784	SCHOLASTIC BOOK FAIRS	10/14/2019	801.18
18785	SCHOMMER, CAROLYNN	10/14/2019	320.00
18786	SCHWICKERT'S	10/14/2019	1,145.00
18787	SCRIPPS NATIONAL SPELLING BEE	10/14/2019	300.00

CHECK		CHECK	
NUMBER	VENDOR	DATE	AMOUNT
18788	SHERWIN WILLIAMS	10/14/2019	763.86
18789	SHRED-N-GO	10/14/2019	1,414.19
18790	STUMPS	10/14/2019	117.88
18791	SUBWAY	10/14/2019	482.00
18792	SW/WC SERVICE COOP - MARSHALL	10/14/2019	9,873.25
18793	TEACHER DIRECT	10/14/2019	275.94
18794	TEACHING STRATEGIES	10/14/2019	438.00
18795	THE ZOO FACTORY	10/14/2019	186.95
18796	TORKE, BARB	10/14/2019	5.78
18797	UFKIN, JENNIFER	10/14/2019	330.00
18798	VIKING COCA-COLA	10/14/2019	2,101.50
18799	WEST CENTRAL TRIBUNE	10/14/2019	247.52
18800	WEST MUSIC	10/14/2019	90.40
18801	WILLMAR PUBLIC SCHOOLS #347	10/14/2019	6,201.90
18802	XCEL ENERGY	10/14/2019	20.54
18803	YELLOW MEDICINE COUNTY	10/14/2019	539.00
18814	YME SCHOOLS-ADM	10/14/2019	7,630.56
18815	YME BOARD ACCOUNT	10/14/2019	121.00
18816	YME-FOOD SERVICE	10/14/2019	2,162.59
201900094	FEDERAL TAX WITHHOLDING	09/20/2019	74,203.15
201900095	MN TEACHERS RETIREMENT ASSOC.	09/20/2019	37,247.52
201900096	PUBLIC EMPLOYEES RETIREMENT	09/20/2019	14,253.82
201900097	STATE TAX WITHHOLDING	09/20/2019	12,373.31
201900098	SW/WC SVC. COOP - HEALTH INS.	09/20/2019	44,518.04
201900099	VOYA INSTITUTIONAL TRUST	09/20/2019	13,928.81
201900100	GURSTEL LAW FIRM	09/20/2019	153.60
	GURSTEL LAW FIRM	09/20/2019	-153.60
201900101	SW/WC SVC. COOP - HEALTH INS.	09/19/2019	1,230.00
201900102	SW/WC SVC. COOP - HEALTH INS.	09/19/2019	8,183.50
201900103	SW/WC SVC. COOP - HEALTH INS.	09/19/2019	17,321.42
201900104	SW/WC SVC. COOP - HEALTH INS.	09/20/2019	-6,353.96
	Totals for BNK05		695,236.67
	Totals for checks		695,236.67

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND	217,132.73	403.67	425,101.57	642,637.97
02	FOOD SERVICE	5,401.75	357.85	22,596.22	28,355.82
04	COMMUNITY SERVICE	8,006.19	70.00	4,471.27	12,547.46
07	DEBT REDEMPTION	0.00	0.00	475.00	475.00
09	TRUST FUND	24.75	0.00	0.00	24.75
25	REVOCABLE TRUST (FY10)	0.00	0.00	10,720.67	10,720.67
47	OPEB DEBT SERVICE FUND	0.00	0.00	475.00	475.00
***	Fund Summary Totals ***	230,565.42	831.52	463,839.73	695,236.67

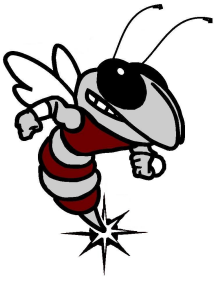
\*\*\*\*\* End of report \*\*\*\*\*



	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	39			40											
First Grade	40			40											
Second Grade	45			45											
Third Grade	43			43											
Fourth Grade	57			57											
Fifth Grade	50			51											
	274			276			0			0			0		
Sixth Grade		66			67										
Seventh Grade		54			55										
Eighth Grade		50			51										
Ninth Grade		66			66										
Tenth Grade		62			63										
Eleventh Grade		55			55										
Twelfth Grade		43			44										
		396			401			0			0			0	
K-12 TOTAL			670			677			0			0			0

	FEBRUARY			MARCH			APRIL			MAY			END OF THE YEAR-19-20		
	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR
Kindergarten															
First Grade															
Second Grade															
Third Grade															
Fourth Grade															
Fifth Grade															
		0			0			0			0			0	
Sixth Grade															
Seventh Grade															
Eighth Grade															
Ninth Grade															
Tenth Grade															
Eleventh Grade															
Twelfth Grade															
		0			0			0			0			0	
K-12 TOTAL			0			0			0			0			0

<b>Enrollment Trends</b>	<b>18-19</b>	<b>17-18</b>	<b>16-17</b>	<b>15-16</b>	<b>14-15</b>	<b>13-14</b>
<b>September</b>	685	732	739	768	810	803
<b>October</b>	689	726	728	765	800	801
<b>November</b>	692	723	725	757	795	796
<b>December</b>	692	717	727	754	794	796
<b>January</b>	688	717	732	748	789	793
<b>February</b>	686	718	729	749	785	795
<b>March</b>	686	707	731	736	784	796
<b>April</b>	680	706	732	728	784	786
<b>May</b>	679	705	725	727	789	790



# 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

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## **Superintendent School Board Notes - September 9, 2019**

### **MSBA Leadership Conference:**

I am giving you an early reminder about the MSBA Leadership Conference, scheduled for January 16-17, 2020, at the Minneapolis Convention Center. If you are interested in attending and would like a room, please let Denise know and she will get us registered.

### **YME Trap Team:**

In the past few years, we have consolidated with the Echo Charter School for a combined trap team. This year, we have been approached about hosting the team. We will maintain the financial piece of it (paying for things through the school), but all expenses will continue to be the responsibility of the team and their sponsors. This self-support model is a similar arrangement to what has been offered to our Knowledge Bowl team.

### **Food Service Numbers:**

One of our fears was that closing the BRE lunchroom would result in a decline in participation numbers. Random days were compared to last year and in lunch and breakfast and at each level (elementary, middle school and high school), participation appears to be up. I am not sure we know exactly what is causing this, but at least our fears of decreased participation do not appear to be coming to fruition. After a period of adjustment, things appear to be running smoothly in the lunchroom. High school and middle school students have adjusted to the presence of elementary students. Educational benefits qualification percent does appear to be down again this year by about 2%.

### **LCTN Update:**

We have had considerable interruptions of internet this fall. It usually is not out for very long, but the drops have also affected our ability to test, food service, and other areas. The number of interruptions has decreased, but we continue to monitor it. We receive our internet services through our MRVED agreement.

### **Safe Schools Funding:**

All school districts and charter schools with adjusted average daily membership (ADM) for fiscal year 2018 will receive 2020 Safe Schools Supplemental Aid with their October 30, 2019, Integrated Department of Education Aids System (IDEAS) payment, equal to approximately \$34.72 per fiscal year 2018 adjusted ADM. We will use our additional revenue to offset the cost of our SRO.

### **MSEA & MRVED Workshop:**

This week is a short week with no classes on Wednesday, Thursday, or Friday. Wednesday is a staff development day in Dawson-Boyd with BRE teachers attending top 20 Training with Willow Sweeney and the MS/HS staff attending REACH training with Chad Harlander from Hutchinson MN. The focus of MRVED training for our staff is on social emotional learning (SEL) and its effect on students.

### **Help Me Grow:**

We are receiving quite a few referrals from the “help me grow” program (several methods for referring) which is becoming a significant burden for our Early Childhood Special Education staff. Referrals must be processed (evaluated) within 45 calendar days for birth to 3 years and within 30 school days for 3 to 5 year olds. Since July 1, there has been over 34 referrals (in various stages of qualification, in process or in evaluation). This demonstrates an increased level of concern for developmental delays.

**Fall Activity Summary:** Summary is also attached.

## **2019 Fall Sports Summary 10-14-19 Board Meeting**

### **Girls Tennis:**

- 8 participants in grades 7-12 (only 1 JH girl)
- 1 coach ---- cut assistant coach position (not able to field a JH team)
- Finished with a 2-13 team record
- Eliminated from both team and individual section play last week
- Had some commitment issues during homecoming week
- Had to forfeit points each match due to low numbers

### **Cross Country:**

- 17 participants in grades 7-12 (9 boys, 8 girls, only 1 JH runner)
- 1 coach ---cut assistant coach position based on lower than anticipated numbers – 11 registered to begin the year.
- Camden Conference meet is tomorrow at RCW (Stoney Creek GC)
- Section Meet is Oct. 24<sup>th</sup> at Madison Golf Course
- Were not able to post team scores most meets because of low numbers (kids ran at different levels)
- Had some commitment issues during homecoming week

### **Football:**

- 46 registered participants in grades 9-12
- 3 varsity coaches, 2 JV coaches
- Record of 1-6
- Last regular season game is Wednesday v. Minneota
- Section quarterfinals are Tuesday, Oct. 22<sup>nd</sup> @ High Seed
- 25 registered JH players --- (3) coaches

### **Volleyball:**

- 22 registered participants in grades 9-12
- 2 coaches, 3 levels of play
- Record is currently 9-13
- Last regular season match is Tuesday v. Ortonville
- We host Wabasso in section play on Oct. 21<sup>st</sup>
- Struggled with match count trying to field (3) levels – low numbers
- Had some commitment issues with homecoming and other events
- 21 junior high participants – (2) coaches

**Bert Raney Elementary School**  
**555 7<sup>th</sup> Avenue**  
**Granite Falls, MN 56241**

**BRE Board Report**  
**October 2019**



1. Mandated reporting
  - a. Stacey Steinbach, YMC
2. P/T conferences
  - a. November 14 & November 21
3. STAR testing
  - a. Window: 9/9/19 - 9/20/19
  - b. Next window: 1/6/20-1/17/20
  - c. How is data being used?
4. SMART Room
  - a. Materials
  - b. How is it used?







## 5. Kindergarten Readiness Skills Assessment

This assessment measures % of children entering kindergarten in the fall who were able to complete 80% or more of the readiness skills as noted on the BRE Kindergarten Readiness Skills document.

2015-16	2016-17	2017-18	2018-19
50%	71.4%	88%	61.2%

### Prioritized Needs:

- Increase percentage of incoming kindergarten students who are able to complete 80% or more of the readiness skills as noted on the BRE Kdgn Readiness Skills document

### Improvement Strategies:

- Preschool programming
- Preschool staff will use objectives and goals on the BRE Kindergarten Readiness Skills document to provide direction for planning and instruction.
- Kindergarten staff and preschool staff will collaborate on joint activities including but not limited to: Kindergarten Kickoff, Preschool Screening, Camp Kindergarten, ECFE activities, staff development activities and the Kindergarten Readiness Skills document.

### Math

1. Count to 10
2. Count 10 objects
3. Name numbers 1-10
4. Name colors & shapes
5. Know some positional words (up/down, below/above, top/middle/bottom)

### Reading

1. Recognize first name in print
2. Letter and sound recognition (10-15 different letters)
3. Able to sit and listen to a story for 5 minutes
4. Retell a story, predict, and discuss
5. Familiar with nursery rhymes

**Writing**

1. Able to hold a pencil properly
2. Able to hold a scissors
3. Able to write name legibly
4. Draw self portrait with at least 6 body parts
5. Know handedness (right or left handed)

**Social-Emotional**

1. Recognizes basic emotions (happy, sad, mad)
2. Follows 1 and 2 step routine directions
3. Shows empathy for others
4. Takes turns and shares
5. Name personal information when asked (full name, age, gender)

## 6. MRVED, 10/16/19

## a. BRE's schedule

8:00-8:35AM, Registration

8:40-11:30AM, SEL Kickoff by Willow Sweeney Flaherty

11:30-12:30PM, Lunch

12:30-2:30PM, SEL Implementation/Other

- PBIS Overview/Self-Assessment Survey
- Expectations Matrix
- Literacy Planning with Peggy Kvam

BRE is in need of: leggings, athletic sweatpants, tennis shoes, mittens and gloves.

BRE always welcomes: MN Twins shirts, Sting shirts, Coke rewards, Box Tops, and donations towards our Healthy Snack program.

# YME Middle/High School Board Report

## October 2019 ~ 2020

### Goals for the MS/HS for 2019/2020

- SMART Goal: The percentage of students in grades 6-10 at grade level on the Star Reading assessment, will increase 5% from fall 2019 to spring 2020.
- SMART Goal: The percentage of students in grades 6-10 at grade level on the Star Math assessment, will increase 5% from fall 2019 to spring 2020.

### Areas of Focus

- Best Practice Instruction: Reading and writing strategies used across the curriculum/content area
- Best Practice Instruction: Curriculum Alignment to classroom resources in both Math and Science
- 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

**Fall Student Led Conferences** ~ The YME Middle/High School Student Led Conferences are scheduled for November 18th and 25th at the high school. We will be scheduling individual time with each family with a common time to meet with all teachers. The time schedule for the evening will be 5:00~8:00 p.m. There will be a common open time scheduled where all teachers are available for parents.

Last year we matched an all-time high with 78% of our families attending our fall conferences. This spiked to a new high during spring conferences with 88% parent/guardian contact. Also, we will have Dave Vikander here from SMSU to discuss the new FAFSA timeline for college admissions.

**STAR Testing Data:** We have completed the Fall 2019 STAR Benchmark testing and I have included a few snapshots of how we will be using STAR as a curriculum tool in the Middle/High School.

- a. Building Goals ~ PLC: How do we know they know it?
  - i. To determine the +/- of Reading and Math
    1. STAR Report: Grade
      - a. Matching up the STAR groupings to MCA's cut-offs
        - i. Exceeds
        - ii. Meets
        - iii. Partially Meets
        - iv. Does Not Meet

Fall 2019 MCA/STAR Proficiency Report

Grade	Subject	Exceeds	Meets	Partially	Does Not
6	Reading	9%	36%	18%	36%
7	Reading	8%	37%	13%	42%
8	Reading	2%	35%	23%	40%
9	Reading	13%	28%	22%	38%
10	Reading	10%	31%	26%	33%
Grade	Subject	Exceeds	Meets	Partially	Does Not
6	Math	11%	35%	28%	26%
7	Math	6%	27%	31%	35%
8	Math	13%	31%	25%	31%
9	Math	8%	23%	32%	37%
10	Math	18%	33%	39%	10%

**PBIS ~ Culture Club**

On Wednesday, October 2nd, 2019 the YME Middle/High School held the 5th Annual Academic Awards Ceremony to recognize students who have achieved academic recognition from the 2018 ~ 2019 school year. This year 147 students in grades 7 ~ 12 were recognized for their academic achievements, and 26 students were recognized for perfect attendance. The YME PTO graciously donated muffins, coffee and juice for all students awarded and their families after the ceremony. The recognition requirements are outlined below.

**ACADEMIC LETTER REQUIREMENTS:** An Academic Certificate was awarded to students on a yearly basis in grades 6 ~ 8 based on their previous year's GPA for computation ( $\geq 3.0$  to 4.00 GPA) and were on the honor roll all four quarters. An Academic Award Patch was awarded to students in grades 9 ~ 12 on a yearly basis using the previous year's GPA for computation ( $\geq 3.0$  to 4.00 GPA) and who were on the honor roll all four quarters. Students who have previously lettered in Academics received a pin in succession.

**PERFECT ATTENDANCE:** Perfect Attendance is attained when a student misses no more than one class period per quarter. An attendance patch will be awarded to students in grade 7 ~ 12 on an annual basis who have achieved perfect attendance for the first time. Students who have previously earned the attendance patch will receive a pin in succession.

**Ramp UP for Readiness Events:** Here is a complete list of the activities here at the MS/HS for College and Career Readiness.

**Career & College 2019-2020  
YMIC Events & YME**

Career Expo – Tuesday, September 24, 2019  
10th Grade @ SMSU 8:15-12:45. Will be back for senior high lunch.

College Fair and Business Tours – Wednesday, October 9, 2019  
11th Grade – Leaving at 8:40 a.m. Will be back by end of school day.  
SMSU & Private Industry Council event @ SMSU and Marshall Area

Scrubs Camp – Luverne, MN Tuesday, Oct.22, 2019  
Intro to Medical Career Students only Pre-registered Students only

Manufacturing Tour for CTE Students Tuesday, Oct. 22, 2019  
Pre-registered Students only.

College Visits - Wednesday, Oct. 23, 2019.  
10 Colleges & Technical Schools  
7:00 a.m. – 5:00 p.m.  
Juniors & Seniors Pre-Registration required

Construct Tomorrow – Wednesday, November 20th  
Pre-registered Students only

Youth Frontiers – Wednesday, December 4, 2019  
9th graders - All Day event will be back by end of school day.  
10 – Juniors or seniors invited to be Small Group leaders  
@ Prairie’s Edge Convention Center Each school provides their own lunch.

Career & College Day @ MN West in Granite – Friday, March 27, 2020  
9th Grade event @ MN West Granite Falls 9:00-1:00 p.m.  
Alternative date if weather is bad April 3

College Experience – @ SMSU Wednesday, March 18, 2020  
11th Grade – All Day event- will be back by end of the school day

Diary of Anne Frank –April 8, 2020 Time TBA  
8th Graders @ DWBY High School –  
4th Grade College Day – @ SMSU –TBA 2020

YMIC Art Experience Day - Wednesday, April 22, 2020  
All Day event for selected art students  
@ Canby High School – Earth, Wind & Fire on Earth Day 2020

Jeffers Petroglyphs – 6th Grade Field Trip – October 2019

Stacy Hinz Coordinator

YME, RCW, Ivanhoe

Art Career & College – Competitions – TBA YME & RCW

Art Career & College – Commercial Photography YME & RCW

CTE Collaborative – (A & I 318 Dollars/Transportation) @ MN West

YME, RCW & Lakeview Non- YMIC Schools – Montevideo & MCCRAY

#### YME ONLY EVENTS FOR COLLEGE & CAREER

YME Career & College Day – Friday, November 8, 2019

Seniors – All Day event @ Prairie’s Edge Convention center and Job Shadows in the afternoon.  
Partnering with the Private Industry Council for the senior events.

Student Led Conferences - Monday, November 18, 2019. 5-8 p.m.

FAFSA with David Vikander – Monday, November 18 5:30-6:30 p.m.

Student Led Conferences – Monday, November 25, 2019 5-8 p.m.

Student Registration – Monday, March 2, 2020 5-8 p.m.

SYME Spaghetti Supper – Monday, March 2, 2020 4:30-7:30 p.m.

#### YME Testing Dates

ACT – Saturday, October 26, 2019

PSAT – Wednesday, October 30, 2019

ACT District/State – Tuesday, February 25, 2020

#### **MRVED Common Staff Development Day ~ October 16th ~ MRVED Day ~ Registration Due Today ~ Social Emotional Learning Focus**

The schedule for the day is as follows:

8:00 - 8:35 a.m. - Registration

8:00 - 8:35 a.m. - Coffee, juice, & muffins, compliments of your administrators (Commons Area)

8:40 - 11:30 a.m. - Chad Harlander, Hutchinson REACH Program Coordinator

11:30 - 12:30 p.m. - Lunch by Trish Kruger (Commons Area)

12:30 - 2:30 p.m. - District time focused on SEL implementation and Curriculum Mapping

**Minnesota River Valley CTE Collaborative Courses ~ MN West Granite Falls** ~ Currently we are offering in collaboration with Montevideo, RCW, Lakeview, and MACCRAY, a variety of career and technical courses for the students of YME at MN West ~ Granite Falls. This is our 4th year of this collaborative effort and our students are benefiting. Each school is allowed 5 student spots per class. In parentheses is the number of kids we currently have enrolled. Below you will see the LYFT regional impact on students.



Key Accomplishments as of Sept. 2019

CAREER PATHWAYS

Launch Your Future Today

## Shared CTE Student Opportunities Funded (Stats as of Spring 2019)

Course/Experience	# Schools	# Students
Ag Drone Technology	2	6
Aquaculture	2	11
Auto Technology	6	12
Aviation	2	25
Basic Mechanics	2	4
CDL Training Program	3	10
Computer Integrated Manufacturing	3	369
Creating Entrepreneurial Opportunities	7	17
Electrical Controls	5	4
Flight School	4	12
Industrial Construction Methods	4	16
Information Technology Concepts	9	30
Intro to Engineering Design	4	10
Intro to Manufacturing & Engineering	5	23
Introduction to Education	5	14
Introduction to Medical Careers	16	143
Medical Career Internship	3	4
Nursing Assistant	11	65
Pharmacy Technician	4	3
ProStart	3	16
SW PIC Work-based Learning	8	85
Welding Principles	3	8
Yellowstone Trail Manufacturing	2	190

Total # Students 1077

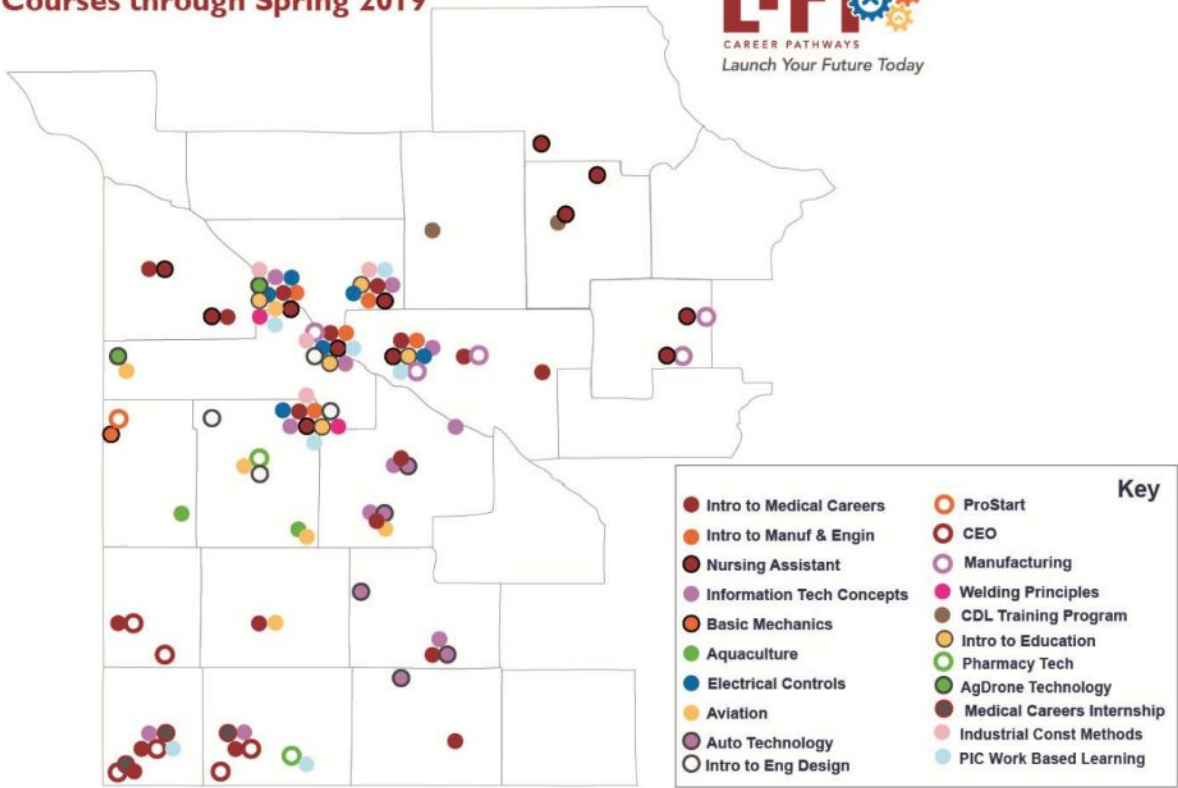
Course Type	# Students
High School Course	908
Minnesota West Contracted PSEO	141
Ridgewater Contracted PSEO	28

Nearly **2,000** Students participating in shared CTE opportunities through LYFT Pathways!

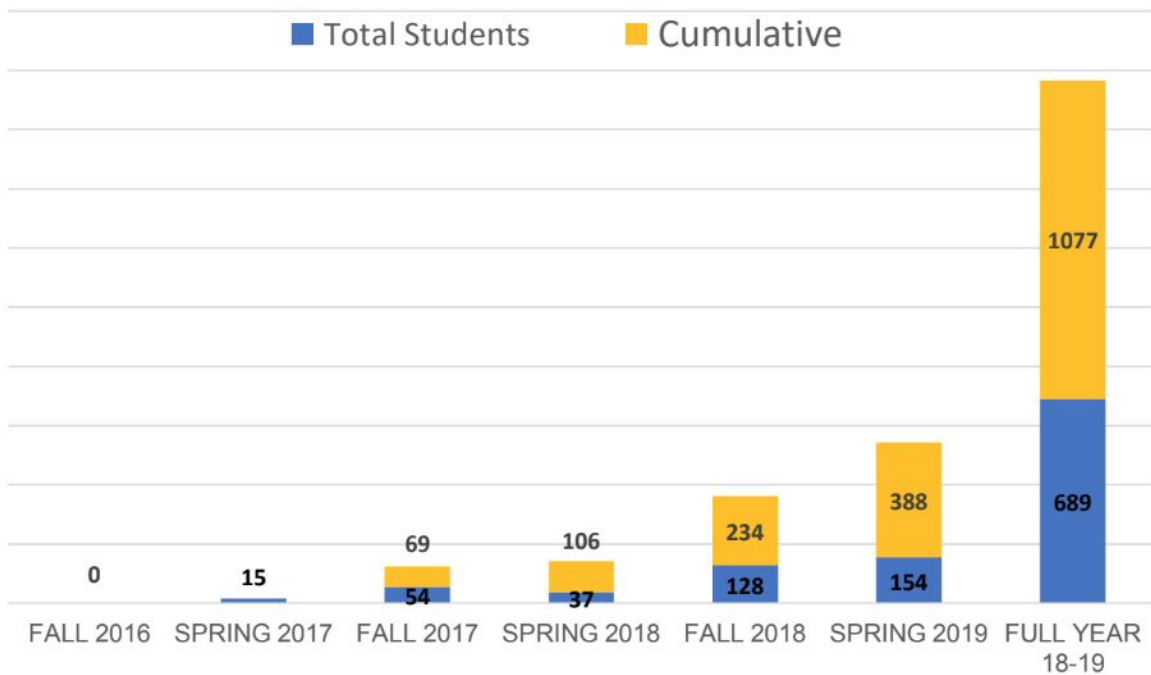
### NEW Opportunities Planned for 2019-2020 (200+ students)

- Architecture PLTW
- Child Development
- Digital Electronics
- IT Exploration
- Medical Terminology
- Tiny House Construction
- CADD PLTW
- Electrical, Plumbing, HVAC
- Food and Nutrition
- Industrial Construction Basics
- Intro to Energy
- Networking Basics
- Principals of Design PLTW
- CMJTF Work-based Learning
- Community Health Worker
- CS Discoveries
- Food Truck
- Small Business Basics
- Yellowstone Productions

## 2018-19 School Year Courses through Spring 2019



## Shared CTE Student Participation Growth



**Grants here at #TheHIVE ~ “It’s raining grants!” ~ The Granite Falls Area Community Foundation awarded #TheHIVE! Below are awarded grants for the MS/HS.**

- a. PBIS ~ \$1,000
- b. Art Collaboration Tables ~ \$1,000
- c. Weight Room ~ \$2,500
- d. Band iPad ~ \$500
- e. Choir ~ Digital Keyboard ~ \$1,000
- f. Prairie Smoke Restoration Project ~ \$1,000
- g. Robotics ~ \$1095

YMIC Business Tour Day				
October 9th 2019				
Employers	Tour 1	Tour 2	Industry	Synopsis
Western Mental Health Center, Inc. 1212 East College Drive Marshall, MN 56258 p: 507.337.4934 sholm@wmhcinc.org	24	24	Health Science and Technology	Western Mental Health Center has served residents of Lincoln, Lyon, Murray, Redwood, and Yellow Medicine counties since 1959. The Center is a non-profit corporation. With a wide variety of mental health services, to treat persons with mental health or related needs, and to provide collaborative and educational services to the community.
Heritage Pointe Senior Living 207 N. 4th Street Marshall, MN 56258 Ph: (507) 337-4330 Email: Sara.Dolan@twsl.com Sara Dolan, Marketing Manager	18	18	Health Science and Technology	Heritage Pointe Senior Living offers a comfort and convenience in a community with a wide variety of living options, services and amenities. It's all about YOU at Heritage Pointe Senior Living.
North Central International Trucking 503 US-59, Marshall, MN 56258 (507) 532-5718 Ask for Shawn!	20	20	Transportation, Distribution, Logistics	Heavy duty truck shop. Repair diesel and chassis engines.

<p>Action Tracker 1105 Lake Rd Marshall, MN 56258 507.532.5940 507.829.5940 cell Tim Swenson</p>	42	42	Engineering, Manufacturing, and Technology	Action Manufacturing is the proud supplier of the Action Trackchair and Trackstander. Located in Marshall, MN we employ 18 full time individuals with skill sets ranging from engineering and design, metal fabrication, painting, and assembly. Action Manufacturing is an International company with dealers in Sweden, Norway, Denmark, Australia, Canada, Japan and the Netherlands. In 2014 Action Manufacturing was awarded the da Vinci Award and the Progress Minnesota Award.
<p>Law enforcement/Protective Service Panel</p>	30	30	Government and Public Administration	Michelle Buysse, Southwest Minnesota Health & Human Services, Social Work Supervisor Sara VanLewee, City of Marshall Police Officer, Marshall High School Eve DeBaere, Department of Corrections
<p>Archer Daniels Midland (ADM) 400 West Erie Road Marshall, MN 56258. (507) 537-2676 Contact Person</p>	12	12	Agriculture, Food, and Natural Resources	For more than a century, the people of Archer Daniels Midland Company (NYSE: ADM) have transformed crops into products that serve vital needs. Today, 31,000 ADM employees around the globe convert oilseeds, corn, wheat and cocoa into products for food, animal feed, industrial and energy uses. With more than 270 processing plants, 470 crop procurement facilities, and the world's premier crop transportation network, ADM helps connect the harvest to the home in more than 140 countries. For more information about ADM and its products, visit <a href="http://www.adm.com">www.adm.com</a>
<p>US Bank 1310 Madrid St # 101, Marshall, MN 56258 Melanie Pedersen Megan Syltie</p>	50	50	Business, Management, and Administration	

<p>Runnings, Inc. 911 Michigan Rd, Marshall, MN 56258 (507) 337-5184 Roger E.</p>	<p>X</p>	<p>X</p>	<p>Transportation, Distribution, Logistics</p>	<p>For over 65 years, Runnings has proudly served customers with a wide selection of trusted brands, quality merchandise and hometown-friendly customer service. The Runnings story begins on December 5th, 1947, when founder Norman “Red” Running opened the first store in downtown Marshall, Minnesota. Runnings started as an automotive supply store, but quickly expanded its product mix to sell farm and fleet equipment and supplies. Runnings has grown from 8 stores in 2 states to 39 stores in 6 states including Minnesota, South Dakota, North Dakota, Montana, New York and New Hampshire. In 2015, the company completed the second phase of an expansion to northeastern United States by opening new stores in Clay, New York, and Claremont, New Hampshire. New stores in Canandaigua, Rome and Gloversville, New York, were included in the first phase of the expansion in 2014. Over the past 6 decades, Runnings has not only changed in store count, but the selection of products our stores sell. We work very hard to offer a fair price on quality, durable and trusted merchandise including clothing, footwear, automotive, sporting goods, farm supplies, lawn and garden, toys, housewares, tools, pet and animal supplies and more. In addition, 22 stores sell firearms. The Runnings team is now over 1,800 strong and the company continues to call Marshall home to its corporate office and flagship store. The company has undergone incredible change over the years, but one thing that will never be compromised is owner Dennis and Adele Reed’s commitment to serving the needs of our customers.</p>
<p>Entrepreneurship Panel @ The Marshal Lyon County Library Marshall, MN 56258 Community Room</p>	<p>40</p>	<p>40</p>	<p>Entrepreneurship</p>	<p>Carla Goedtke Owner, Investors Choice Financial Services Tim Swenson Owner, Action Tracker Dr. Robert Hennen Owner, Health Source Chiropractic Jenna Buyck Wedding Planner Extra Innings Mike Sweetman Canoga Park Daycare Kim Swalboski</p>
<p>The Schwan Food Company 1604 Superior RD- Apollo Room Marshall, MN 56258 (507) 537-8390</p>	<p>15</p>	<p>15</p>	<p>Ag, Food, and Natural Resources : Engineering, Manufacturing, &amp; Technology</p>	<p>The Schwan Food Company is a multibillion-dollar private company with approximately 12,000 employees in the United States. Based out of Minnesota, we sell fine, branded frozen food through home delivery, the foodservice industry and grocery stores in North America.</p>

<p>Kibble Equipment (507) 829-5820 or (507) 537-1523 1100 US-59, Marshall, MN 56258</p>	24	24	<p>Ag, Food, and Natural Resources : Engineering, Manufacturing, &amp; Technology</p>	<p>In June 2017, the four companies of James River Equipment, KEI/Kibble Equipment, Larson's LLC, and Schuneman Equipment Co merged to become Kibble Equipment. With Kibble Equipment, you can count on top-notch service and support, combined knowledge of highly trained employees, and a solutions-based approach. Our goal is to be "The Example" of highest quality customer service by delivering the highest level of expertise in the most timely and efficient manner.</p>
<p>Service Co-Op 1420 East College Drive, Marshall MN 56258 507-537-2271 Tom Hoff &amp; Abby Polzine</p>	24	24	<p>Humans Services/Education</p>	<p>SWWC is a regional service agency dedicated to providing unparalleled education and administrative services, innovative solutions and uncompromising support to our members and the communities we serve with integrity, respect and responsive action. We Service 18 counties of the Southwest and West Central Minnesota. Authorized by MN Statute as a regional resource for our members, we are a public agency that provides a comprehensive range of educational and administrative programs and services to our members.</p>
<p>MN Department of Transportation 1800 East College Drive Marshall, MN 56258 507-537-6146</p>	30	30	<p>Engineering, Manufacturing, and Technology</p>	<p>MnDOT strives to provide the highest quality, dependable multimodal transportation system. We receive national recognition for our transportation leadership. We encourage employees to be innovative, collaborative and cutting-edge. We have a wide variety of staff including maintenance and construction workers, administrative, civil engineers, inventory and other transportation related occupations.</p>

<p>The Escape Spa 308 N 3rd Street Marshall, MN 56258 507-401-3335 Ashley Potter, Owner</p>	12	12	Human Services	<p>The Escape Spa LLC of Marshall, MN offers you YOUR chance to get away to relieve tension and aches of the mind &amp; body through customized massage and spa services. We are now a full service Day Spa &amp; Salon with a wonderful spa menu full of services that are waiting just for you! We offer a variety of massage types including Therapeutic Swedish massage, Relaxation massage and Deep Tissue massage to help you make restoration and relaxation a reality. You can also choose one of our additional spa services to add to your massage or salon appointment or just simple enjoy separately.</p>
<p>Carlson and Stewart Refrideration 700 Huron Rd, Marshall, MN 56258 Jeremy Gossen</p>	25	25	HVAC Industrial	<p>Today, Carlson &amp; Stewart Refrigeration, Inc. is a design-build contractor specializing in commercial and industrial refrigeration systems for clients in Minnesota, the Dakotas, Iowa, and Wisconsin. In late 2011, Carlson &amp; Stewart acquired Central Minnesota Refrigeration, Inc., Sauk Rapids, MN. The acquisition added 11 service technicians, 15 employees and additional clients in central Minnesota.</p>
<p>SMSU Information Technology Department 1501 State St. Marshall, MN 56258 Dan Baun</p>	12	12	Information Technology	<p>Information Technology Services (ITS) provides technology support for all areas of the University. ITS supports a wide variety of activities including teaching and learning, administrative services, student services, and research.</p>

Army National Guard @ Armory	25	25	Military Service	National Guard Soldiers serve both community and country. Our versatility enables us to respond to domestic emergencies, overseas combat missions, counterdrug efforts, reconstruction missions and more. The Guard always responds with speed, strength and efficiency, helping to defend American freedom and ideals.
Bremer Bank 208 E College Dr, Marshall, MN 56258 Chad Drake	12	12	Business, Management, and Administration	Bremer Bank has roots in the places where we live and work that go back to 1943, and a history of making a real-world difference in the lives of our customers that begins with our founder. Otto Bremer believed that if banks helped businesses in good times and bad, communities would thrive. Today, we're proud to work with the people who grow our food, build our economy, and serve our neighbors. We offer banking, mortgage, investment, wealth management, trust and insurance in Minnesota, North Dakota and Wisconsin. We're here to help you solve your toughest problems, seize your biggest opportunities, and achieve success on your terms, now and in the future.
Healthcare Panel @ SMSU	60	60	Human Services	The Healthcare panel will consist of different position within the healthcare field. Students will learn about the different opportunities in healthcare from physicians to HR to EMT.
Capacity of Students Accommodated	475	475		

## Tour of Manufacturing Agenda ~ October 22nd, 2019

### Here is our plan for the day for YME students -

8:45 - 9:30 am --- SpecSys

9:45 - 10:30 am --- Chandler Industries (Montevideo)

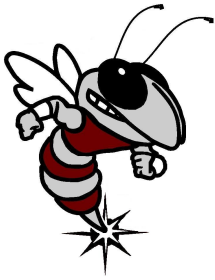
10:45 - 11:30 am --- Prinsco (Prinsburg)

Noon - 12:30 pm --- Pizza lunch at MN West cafeteria

12:30 - 1:00 pm --- Luke Greiner, MN Dept of Employment and Econ. Develop. (DEED)

1:30 - 2:15 pm --- Granite Falls Energy

Back at YMEHS around 2:30 pm



# 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

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## **School Board Celebrations**

**October 14, 2019**

Thank you to **Peggy Kvam, MaryElla Clouse, Becky Leiseth and Naomi Barber** for getting our new reading interventions implemented at BRE!

Thank you to **LeeAnn Boushek** for the endless hours she has spent with Mrs. Hansen working through Title I and Title II budgets!

Thank you to **Rory Bennett** for always being flexible when it comes to providing transportation for our students. He always takes last minute busing changes and special transportation requests with a positive attitude...he is great to work with!

Special shoutout to all of the staff that applied for grants and especially the **Granite Falls Area Community Foundation** for awarding the following grants to the #TheHIVE!:

- PBIS ~ \$1,000
- Art Collaboration Tables ~ \$1,000
- Weight Room ~ \$2,500
- Band iPad ~ \$500
- Choir ~ Digital Keyboard ~ \$1,000
- Prairie Smoke Restoration Project ~ \$1,000
- Robotics ~ \$1095

Special recognition to food service director **Marlys Lacroix** for her hard work and dedication in helping the families and the school with the Education Benefits (free/reduced lunch) applications this fall. She has made several personal contacts in an attempt to get students additional services.

Kudos to **Ryan Luft** and **Ryan Schultz** for organizing the 3 on 3 league hosted at YME. It appears very organized, run smoothly, and things are kept on time. Also, kudos to the **YME PTO** for providing concessions.

## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 10.1  
**MEETING DATE:** October 14, 2019  
**SUBJECT:** New Business - Personnel Items

**BOARD ACTION:**

Required X  
Information  
Scheduled Report

**BACKGROUND/RATIONALE:**

**Leave Requests & Resignations -**

10.1.1 - Resignation - MS Student Council Advisor

Kari Coulter is resigning from the MS Student Council position but will continue as the HS Student Council Advisor.

**New Hires -**

10.2.1 - Employment - Cultural Liaison for Dakota Language Class -Carolynn Schommer

Carolynn has agreed to act as our cultural liaison for our Dakota Language Class and will serve in this capacity for 2 hours per week. This will help ensure continuity of our program.

10.2.2 - Employment - MS/HS Student Council - Kim Hoefer

Kim will assume these duties from Kari Coulter. Kim teaches MS students for the majority of her day meaning she is familiar with the students.

10.2.3 - Employment - JH Girls Basketball Coach

Jeff has agreed to serve as a JH GBB coach for this year. Last year he served as a JH BBB coach and is familiar with the girls through his PE teaching position.

**PRESENTER(S):** Superintendent Schneider

**COMMITTEE:** NONE

**SUPERINTENDENT RECOMMENDATION:**

I recommend approval of the agenda items as listed.



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## Fwd: Middle School Student Council

1 message

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**Tim Knapper** <knapper@isd2190.org>

Mon, Sep 16, 2019 at 9:02 AM

To: Tara Miller <tmillier@isd2190.org>, Denise Streich <dstreich@isd2190.org>

Morning,

Kari is going to resign from the MS student council position. Kim Hoefler is going to apply and get that position later today I believe. I advertise it internally and let you know when it is official so we can add it all to the board agenda.

Tara.. we will not owe Kari anything for the MS contract. She said she has not done anything yet, but will help Kim get going.

Thanks.

Tim

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

From: **Kari Coulter** <kcoulter@isd2190.org>

Date: Mon, Sep 16, 2019 at 8:29 AM

Subject: Middle School Student Council

To: Tim Knapper <knapper@isd2190.org>

Tim,

I would like to resign from Middle School student council, effective today. Thanks.

Kari Coulter

--

Tim Knapper

Director of Activities/Community Ed

YME Schools

320-564-4081 ext. 110

## DAKOTA LANGUAGE & CULTURE CONSULTANT SERVICE AGREEMENT

This Agreement (the "Agreement") is made on 08/15/2019, by and between Yellow Medicine East ISD 2190, (the "District "), located at 450 9th Ave, Granite Falls, Minnesota 56241 in the County of Yellow Medicine, and Carolynn Schommer, (the "Dakota Language & Culture Consultant" or "Contractor") located at of 2330 Highway 274, Granite Falls, Minnesota 56241

The Dakota Language & Culture Consultant is secured to provide the services described below at the Client's principal place of business as aforementioned. The Dakota Language & Culture Consultant represents that s/he has complied with all Federal, State and local laws regarding business permits, licenses, reporting requirements, tax withholding requirements, and other legal requirements of any kind that may be required to carry out said business and the Scope of Work which is to be performed as a Dakota Language & Culture Consultant pursuant to this Agreement.

### INDEPENDENT CONTRACTOR REPRESENTATION

The implementation of this Agreement does not constitute a hiring by either party. It is therefore the intention of the parties that the Dakota Language & Culture Consultant shall maintain an Independent Contractor status and shall not be considered an employee for any purposes, including, but not limited to, the application of the Federal Insurance Contribution Act, Social Security Act, Federal Unemployment Tax Act, provisions of the Federal Internal Revenue Code, State Revenue and Taxations Code relating to income tax withholding, Workers' Compensation Insurance and other benefit payments and third party liability claims. Therefore, staying within the Scope of Work, the Dakota Language & Culture Consultant shall retain sole and absolute discretion in the manner and means for the carrying out of his/her activities and responsibilities contained herein this Agreement.

This Agreement shall not be construed or considered to be a partnership or joint venture, and the Client shall not be held liable for any obligations incurred by the Dakota Language & Culture Consultant, unless otherwise specifically authorized as such in writing. The Dakota Language & Culture Consultant shall not act as an agent or representative of the Client, superficially or otherwise, nor bind the Client in any manner, unless specifically authorized to do so in writing.

### RESPONSIBILITIES, DUTIES AND SCOPE OF WORK

The Dakota Language & Culture Consultant herein agrees to devote the necessary amount of time, energy and attention required to satisfactorily complete, conclude and/or archive the following duties/responsibilities: Dakota Language and Cultural Consulting at Yellow Medicine East School District.

### WORK SCHEDULE

The Dakota Language & Culture Consultant shall be responsible and answerable to the owner(s) and/or Client; however, the Dakota Language & Culture Consultant shall work up to 32 days per school year at 2 hours per day as determined jointly by the District and Carolynn Schommer. Carolynn will complete a voucher on a monthly basis for services provided.

### COMPENSATION

The Dakota Language & Culture Consultant shall complete a voucher on a monthly basis for services provided. Total Compensation Amount: \$40 per hour. Said compensation shall become due and payable to the Dakota Language & Culture Consultant upon receipt of an invoice by the District and payable

pursuant to the following schedule and method: Compensation Schedule: MONTHLY. Compensation Method: VIA CHECK.

#### TAX WITHHOLDING

The Dakota Language & Culture Consultant acknowledges and recognizes that it shall complete and return to the Client an IRS Form 1099 and related tax statements, and shall be required by law to file corporate and/or individual tax returns, and to pay said taxes pursuant to all provisions of applicable Federal, State and Local laws. The Dakota Language & Culture Consultant herein pledges and agrees to indemnify the Client for any damages or expenses, including any related attorney's fees, and legal expenses incurred by the Client as a result of Dakota Language & Culture Consultant's failure to make such required payments. Upon the District's reasonable request, the Independent Contract shall provide proof of required tax payments.

#### BENEFIT RIGHTS WAIVER

The Dakota Language & Culture Consultant herein waives and foregoes any and all right to receive any benefits that may be provided by the Client to its regular employees, including, but not limited to, health benefits, vacation, retirement, profit sharing plans, sick leave, and any 403(b) plans. The Dakota Language & Culture Consultant acknowledges and agrees that if any government agency or court of law claims that the Dakota Language & Culture Consultant is an employee, s/he agrees to waive coverage under these plans. This waiver is applicable to all non-salary benefits which might otherwise be found to accrue to the Dakota Language & Culture Consultant by virtue of his/her agreement with the District. This waiver is effective independently of the Dakota Language & Culture Consultant's employment status as adjudicated for taxation purposes or for any other purpose.

#### CONFIDENTIALITY

The Dakota Language & Culture Consultant herein acknowledges that the District has made, or may make, available to the Dakota Language & Culture Consultant certain business and/or District "Confidential Information".

#### TERMINATION OF AGREEMENT

This Agreement shall be reevaluated at the conclusion of the 2019-20 school year.

#### TERMINATION OF AGREEMENT FOR CAUSE

If at any time the District believes that the Dakota Language & Culture Consultant may not be adequately performing their obligations under this Agreement or may be likely to fail to complete their work/services on time as required by this Agreement, then the Client may request from the Dakota Language & Culture Consultant written assurances of performance and a written plan to correct observed deficiencies in the Dakota Language & Culture Consultant's performance.

#### TERMINATION FOR CONVENIENCE

The District may terminate performance of the Dakota Language & Culture Consultant's work and/or services under the Agreement pursuant to this paragraph in whole, or in part, whenever the District shall determine that termination is in their best interest. Termination shall be effected by delivery of a written notice to the Dakota Language & Culture Consultant of termination specifying the extent to

which performance of the work and/or services under this Agreement is terminated, and the date upon which termination shall become effective, which shall be no less than 10 business days from the date the notice of termination is delivered.

PROFESSIONAL CONDUCT

The Dakota Language & Culture Consultant shall be required to treat all employees and students with complete respect and responsibility. The Dakota Language & Culture Consultant shall be required to comply with all laws, governing their profession, licensing requirements and other laws or regulations that will permit them to complete the Scope of Work.

NOTICES

LICENSING AND WORKERS' COMPENSATION COVERAGE is not provided by the District.

The Dakota Language & Culture Consultant herein acknowledges (1) the unique nature of the protections and provisions established and contained within this Agreement, (2) that the District shall suffer irreparable harm if the Dakota Language & Culture Consultant should breach any of said protections or provisions, and (3) that monetary damages would be inadequate to compensate the Client for said breach. Therefore, should the Dakota Language & Culture Consultant cause a breach of any of the provisions contained within this Agreement, and then the Client shall be entitled to injunctive relief, in addition to any other remedies at law or equity, to enforce such provisions.

COPIES

Both the Dakota Language & Culture Consultant and the Client hereby acknowledges that they have received a signed copy of this Agreement. THE UNDERSIGNED HAVE READ, UNDERSTAND and ACCEPT THIS AGREEMENT, and by signing this Agreement, all parties agree to all of the aforementioned terms, conditions and policies.

\_\_\_\_\_  
ISD 2190 Chairperson Yellow Medicine East ISD 2190

\_\_\_\_\_  
Date

\_\_\_\_\_  
Carolynn Schommer, Consultant

\_\_\_\_\_  
Date

## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 10.2  
**MEETING DATE:** October 14, 2019  
**SUBJECT:** New Business - Resolution Supporting Form A Application to MSHSL Foundation

**BOARD ACTION:**

Required                    X  
Information  
Scheduled Report

**BACKGROUND/RATIONALE:**

This is an annual resolution which allows us to apply for grants dispersed by the MSHSL foundation. In the past we have applied and received several grants.

**PRESENTER(S):** Superintendent Schneider

**COMMITTEE:** NONE

**SUPERINTENDENT RECOMMENDATION:**

I recommend approval of the agenda items as listed.

# FORM A

## RESOLUTION OF SCHOOL BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the District #2190 School Board recognizes the value of student participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist school districts in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Yellow Medicine East School Board supports the District's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Clerk - Treasurer

*Send to: mshslfoundation@gmail.com*

## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 10.3 & 10.4  
**MEETING DATE:** October 14, 2019  
**SUBJECT:** New Business - Resolution Supporting Form A Application to MSHSL Foundation

**BOARD ACTION:**

Required                    X  
Information  
Scheduled Report

**BACKGROUND/RATIONALE:**

Annually, USC has covered one half of the cost of our Dakota Language Class (Charles Thode) if we do not get sufficient support from our other compensatory dollars. They also have agreed to pay the difference of the cost of Adam Savriego's position with our district. I appreciate their generosity and willingness to financially support these programs.

**PRESENTER(S):** Superintendent Schneider

**COMMITTEE:** NONE

**SUPERINTENDENT RECOMMENDATION:**

I recommend approval of the agenda items as listed.



# 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

## CONTRACT FOR YME DAKOTA LANGUAGE CLASSES

THIS CONTRACT is entered into by and between Independent School District 2190, Yellow Medicine East, Granite Falls, MN (hereinafter referred to as YME) and the Upper Sioux Community Tribal Board (hereinafter referred to as USC).

It is hereby agreed between the two parties as follows:

1. The YME School District shall provide for two periods of Dakota Language classes for the 2019-2020 school year. A Dakota I and a Dakota II class will be offered for both semesters.
2. Charles Thode, Dakota Language licensed instructor, will be employed by YME to teach the courses.
3. Mr. Thode will be appropriately licensed by the Minnesota Board of Teaching.
4. Mr. Thode will be placed on Step 6 of the BA+30 lane of the negotiated EM-YME Master Agreement. Mr. Thode will be paid 2/6ths of that contract amount.
5. USC agrees to pay \$9,397.87 toward the 2019-2020 Dakota language salary and benefits (.167 FTE). The EM-YME contract has not been settled for the current year which will likely result in an increase to this amount. An amended contract will be provided at that time.
6. YME will be responsible for all textbooks and other required instructional materials.

Signed:

Upper Sioux Community Tribal Board  
Granite Falls, MN

Independent School District # 2190  
Yellow Medicine East  
Granite Falls, MN

\_\_\_\_\_  
Kevin Jensvold, Chairperman

\_\_\_\_\_  
Rich Schneider, Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# 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

## CONTRACT FOR YME CULTURAL LIAISON

THIS CONTRACT is entered into by and between Independent School District 2190, Yellow Medicine East, Granite Falls, MN (hereinafter referred to as YME) and the Upper Sioux Community Tribal Board (hereinafter referred to as USC).

It is hereby agreed between the two parties as follows:

1. The YME School District shall provide a cultural liaison for the 2019-2020 school year. The position will be for 179 days at 5 hours per day.
2. Adam Saveriego will be employed by YME as a cultural liaison at Step 5 MSEA (Minnesota School Employees Association) pay.
3. YME will pay Mr. Saveriego’s full salary and benefits during the 2019-2020 school year.
4. USC agrees to reimburse YME the difference between 2019-2020 Step 5 liaison and Step 5 paraprofessional rates of pay.
5. YME will invoice USC at the end of the 2019-2020 school year. The amount will be based on actual hours worked and rates of pay. The amount is estimated to not exceed \$2,000.

Signed:

Upper Sioux Community Tribal Board  
Granite Falls, MN

Independent School District #2190  
Yellow Medicine East  
Granite Falls, MN

\_\_\_\_\_  
Kevin Jensvold, Chairperson

\_\_\_\_\_  
Rich Schneider, Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 10.5  
**MEETING DATE:** October 14, 2019  
**SUBJECT:** New Business - Construction Methods Class Agreement

**BOARD ACTION:**

Required                    X  
Information  
Scheduled Report

**BACKGROUND/RATIONALE:**

This is a copy of the agreement between Fagen, Inc. and all members of the CTE collaborative and shows the updated language requested by Fagen, Inc.

**PRESENTER(S):** Superintendent Schneider

**COMMITTEE:** NONE

**SUPERINTENDENT RECOMMENDATION:**

I recommend approval of the agenda items as listed.

## CONSTRUCTION METHODS CLASS AGREEMENT

THIS AGREEMENT is made this 1st day of August, 2019, by and between Independent School District No. 2190, Yellow Medicine East Schools (“Yellow Medicine East”), Independent School District No. 2890, Renville County West Public Schools (“Renville County West”), Independent School District No. 129, Montevideo Public Schools (“Montevideo”), Independent School District No. 2180, MACCRAY Public Schools (“MACCRAY”), Independent School District No. 2167, Lakeview Public Schools (“Lakeview”), collectively hereinafter referred to as “the School Districts”, and Fagen, Inc. (“Fagen”) relating to a Construction Methods Class to be offered by the parties for the School Districts’ students.

WHEREAS, the School Districts wish to make available an off-campus Construction Methods class to their students (the “Class”) wherein students learn trade skills relating to the construction field;

WHEREAS, Fagen is offering wishes to host the Class at its warehouse, located at 1021 West Highway 212, Granite Falls, MN 56241 (the “Warehouse”);

WHEREAS, Yellow Medicine East will assign a licensed teacher to teach, direct, oversee, and supervise the Class and the students;

WHEREAS, Fagen will provide employees to offer information and advice, under the direction of the licensed Yellow Medicine East teacher, to students participating in the Class;

WHEREAS, the parties wish to enter into a written agreement outlining the rights and responsibilities for each party and the students participating in the Class.

NOW, THEREFORE, IN CONSIDERATION OF the mutual promises contained in this Agreement and other consideration, the sufficiency of which is hereby acknowledged, the Parties agrees as follows:

1. **The Class.** The following Class requirements will remain in place for the term of this Agreement, unless the parties agree by mutual written agreement to make any changes.
  - a. **Schedule.** The parties agree that the School Districts shall offer an 18-week, elective Construction Methods Class at the Warehouse. The Class is~~shall be~~ made available to the School Districts’ ninth through

twelfth grade students. The Class shall take place from January 21, 2020 through the end of the 20~~1920~~-20 school year. The Class shall meet daily for approximately 1.5 hours per day. The exact time of the Class shall be determined by mutual agreement between the parties.

- b. **Curriculum.** The Class curriculum will be approved by Yellow Medicine East. A Yellow Medicine East teacher shall be assigned as the classroom teacher for the Class and will be responsible for teaching, directing, overseeing, and supervising the students and grading their work.
- c. **Student Transportation.** Each school district is responsible for determining how its students participating in the Class get~~Students shall provide their own transportation~~ to and from the Warehouse for the Class. As part of the Class, students may travel to other Fagen sites for site visits. For any offsite visits, YME will provide students with transportation to and from the Warehouse and the offsite location. The YME teacher and Fagen staff shall not be responsible for any student transportation to or from the Class or any offsite visits.~~Students shall provide their own transportation to any and all sites.~~ To the extent practicable, Fagen shall provide at least one-week written notice to students and their parents prior to any off-site visits. ~~Fagen employees shall not provide students with transportation to and from class or site visits.~~
- d. **Liability.** All students and their parents or legal guardians shall sign a transportation liability waiver prior to participating in the Class.
- e. **Grading.** The Yellow Medicine East teacher will be responsible for grading all student work.
- f. **Safety clothing and equipment.** ~~Students must wear steel toe boots during the Class. Students shall provide their own steel toe boots for the Class.~~ Any student who is not wearing steel toe boots will not be allowed to participate in the Class for that day. Fagen will provide students with safety glasses, a hard hat, and a safety vest prior to each Class period.
- g. **Fagen's responsibility.** Fagen shall have its employees provide information and advice, under the direction and supervision of the

Yellow Medicine East teacher, to students at its Warehouse in accordance with the approved curriculum. Fagen shall provide students with any necessary supplies and materials required for the Class. The Yellow Medicine East teacher shall be responsible for taking attendance prior to each class period and reporting the attendance to the Yellow Medicine East supervising teacher.

- h. Access to Warehouse.** Participating students shall be allowed access to the Warehouse and its parking lot immediately before, during, and after the Class. Students shall not remain at the Warehouse beyond the Class time. Fagen shall allow the Yellow Medicine East supervising teacher to have access to necessary supplies and technology at the Warehouse.
2. **Term.** The Class shall be offered only for the 2019-20 school year. This Agreement shall terminate on June 30, 2020. If the parties wish to offer the Class in a later school year, they shall enter into a new written agreement.
3. **Costs.** Fagen shall be solely responsible for the cost of its employees' time in performing its obligations under this Agreement. Fagen shall also be solely responsible for the costs of providing participating students with safety glasses, a hard hat, and safety vest, as well as any supplies or materials supplied to participating students.
4. **Tuition.** Each school district participating in this Agreement shall pay tuition to Yellow Medicine East in the amount of **\$405.72**. Yellow Medicine East will send a tuition bill to the school district on or before March 1, 2020, which shall be due and payable within twenty (20) calendar days. Fagen is not charging or collecting tuition or other costs from any of the school districts or students.
5. **Liability and Insurance.** Fagen and Yellow Medicine East shall at all times during the term of this Agreement, at its own expense, maintain and keep in force the following insurance ~~and provide the following~~ indemnities:

  - a. Commercial general liability insurance covering all liabilities arising out of Fagen's duties under the terms of this Agreement in the limits set forth in Minnesota Statutes section 466.04, as amended. Such

insurance shall not be cancelable except upon thirty (30) days' written notice to the School Districts.

b. Workers' compensation covering ~~each Party's~~Fagen and its employees for any injury arising out of performance of duties under this Agreement. ~~Fagen agrees to hold the School Districts harmless for any injury arising out of or related to the performance of duties under this Agreement.~~

c. ~~Each Party~~Fagen shall provide ~~to the School Districts, upon request, the policy or policies of such insurance or certificates of insurance, or other acceptable~~ evidence of insurance set forth herein to the other Party, upon the execution of this Agreement~~coverage.~~

~~— Fagen's insurance shall be primary against the School Districts' insurance for damages arising as a result of Fagen's performance of duties under this Agreement, and there shall be no right of contribution against the School Districts' insurance with respect to damage occurring under the terms of this Agreement.~~

d. ~~Fagen shall hold harmless, indemnify, and defend the School Districts, and their elected officials, board members, employees, officers and directors, from and against all claims, actions, damages and other liabilities, including attorneys' fees, other professional fees and costs, arising out of or in connection with the performance of Fagen's duties under the terms of this Agreement unless caused by the intentional act or omission or gross negligence of a School District or its Board members, employees, or agents.~~

6. **No Employment Relationship.** Nothing in this Agreement shall be construed to create an employment relationship, partnership, a joint venture, or a joint enterprise between the School Districts and Fagen or its employees. Fagen shall be solely responsible for all of its expenses and/or costs related to and/or necessary for the performance of the tasks set forth herein.

7. **Compliance with Laws.** In providing services under this Agreement, Fagen shall comply with all applicable laws, rules, and regulations governing the District, including but not limited to: (a) all state and federal education laws; (b) the Family Educational Privacy Act and the Minnesota

Government Data Practices Act (“MGDPA”). This provision survives expiration or termination of this Agreement.

8. **Data Practices.** All of the data created, collected, received, stored, used, maintained, or disseminated by Fagen or its employees in performing any tasks, functions, duties, or responsibilities under this Agreement are subject to the requirements of the MGDPA. Fagen must comply with the MGDPA as if it were a government entity. Fagen shall confer with the School Districts prior to responding to any requests for a release of government data relevant to this Agreement and the services provided thereunder that it may receive.
9. **School District Release from Liability.** To the extent permitted by law, Renville County West, Montevideo, MACCRA Y, Yellow Medicine East, and Lakeview hereby mutually release [Fagen and](#) each other and their Board members, agents, and employees from any and all liability, damage, loss, cost, or expense incurred arising out of or in connection with the performance any duties under the terms of this Agreement unless caused by the intentional act or omission or gross negligence of the releasing school district or its Board members, employees, or agents.
10. **Assignment.** Fagen shall neither assign nor transfer any part of its interest in this Agreement without the express written consent of the School Districts.
11. **Criminal Background Check.** ~~[Prior to assigning a Fagen employee to the Class, Fagen will ensure the Fagen employee to be used will not have any violent crimes or crimes against children on their record. Any Fagen employees who works with the School Districts’ students pursuant to this Agreement must undergo a criminal background check before that employee provides any services pursuant to this Agreement. If any Fagen employee who works with the School Districts’ students is charged with a crime or offense or is convicted of a crime or offense during the term of this Agreement, Fagen must immediately notify Yellow Medicine East, who shall the notify the other School Districts of said charge or conviction.](#)~~
12. **Choice of Law and Severability.** This Agreement is governed by the laws of the State of Minnesota. If any part of this Agreement is construed by a court to be unenforceable or in violation of any applicable law, the remaining portions of the Agreement will remain in full force and effect.

13. **Waiver and Equal Drafting.** Waiver by any party of any term or condition of this Agreement will not constitute a waiver of any other term or condition of this Agreement. If any party asserts that a provision of this Agreement is ambiguous, the Agreement must be construed to have been drafted equally by all parties.
14. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties. Neither the School Districts nor Fagen has relied on any statements, promises, or representations that are not stated in this document. The terms of this Agreement are contractual and supersede any and all prior agreements between the parties and any inconsistent provisions in any employee handbooks or policies. No waiver or modification of any provision of this Agreement will be valid unless it is in writing and signed by all parties. A signed copy of this Agreement will have the same legal effect as the original.
15. **Headings.** The headings contained in this Agreement are included for purposes of convenience only and do not affect the meaning or interpretation of this Agreement.
16. **Counterparts:** This Agreement may be executed in counterparts, each of which shall be deemed an original, but such counterparts, when taken together, shall constitute one agreement.

The undersigned are duly authorized to enter into this Agreement. The undersigned hereby agree to the terms and conditions set forth by this Agreement.

[signature pages to follow]

**INDEPENDENT SCHOOL DISTRICT NO. 2190, YELLOW MEDICINE EAST  
SCHOOLS**

By: \_\_\_\_\_  
School Board Chair

Date: \_\_\_\_\_

By: \_\_\_\_\_  
School Board Clerk

Date: \_\_\_\_\_

[remainder of page intentionally left blank]

**INDEPENDENT SCHOOL DISTRICT NO. 2890, RENVILLE COUNTY WEST  
PUBLIC SCHOOLS**

By: \_\_\_\_\_  
School Board Chair

Date: \_\_\_\_\_

By: \_\_\_\_\_  
School Board Clerk

Date: \_\_\_\_\_

[remainder of page intentionally left blank]

**INDEPENDENT SCHOOL DISTRICT NO. 129, MONTEVIDEO PUBLIC SCHOOLS**

By: \_\_\_\_\_  
School Board Chair

Date: \_\_\_\_\_

By: \_\_\_\_\_  
School Board Clerk

Date: \_\_\_\_\_

[remainder of page intentionally left blank]

**INDEPENDENT SCHOOL DISTRICT NO. 2180, MACCRAY PUBLIC SCHOOLS**

By: \_\_\_\_\_  
School Board Chair

Date: \_\_\_\_\_

By: \_\_\_\_\_  
School Board Clerk

Date: \_\_\_\_\_

[remainder of page intentionally left blank]

**INDEPENDENT SCHOOL DISTRICT NO. 2167, LAKEVIEW PUBLIC SCHOOLS**

By: \_\_\_\_\_  
School Board Chair

Date: \_\_\_\_\_

By: \_\_\_\_\_  
School Board Clerk

Date: \_\_\_\_\_

[remainder of page intentionally left blank]

**FAGEN, INC.**

By: \_\_\_\_\_  
    Its: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
    Its: \_\_\_\_\_

Date: \_\_\_\_\_

## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 10.6  
**MEETING DATE:** October 14, 2019  
**SUBJECT:** New Business - Technology Purchases

**BOARD ACTION:**

Required X  
Information  
Scheduled Report

**BACKGROUND/RATIONALE:**

We discussed this item at both our technology committee and finance committee meetings. Our teachers that do not currently have laptop computers would benefit from access to Chromebooks. The portability nature of the device will help strengthen their knowledge and support of the effective use of these devices. Last summer, we purchased Chromebooks for our students at a cost of \$189.00 plus \$24.00 per device for management software. I am requesting an additional 13,000 be used to purchase necessary devices including 2 laptops for staff members. This would allow us to purchase an additional 50 CBs which could be shuffled to students if the staff members get new laptop devices for next year. Currently, we have revenue of 185,180 and expenditures of \$166,637. Our CO fund balance was \$181,615 as of June 10, 2019. We have insurance funds (\$10,500) available to purchase part and replacements devices for students.

**PRESENTER(S):** Superintendent Schneider

**COMMITTEE:** NONE

**SUPERINTENDENT RECOMMENDATION:**

I recommend approval of the agenda items as listed.

## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 10.7  
**MEETING DATE:** October 14, 2019  
**SUBJECT:** New Business - SRO Contract

**BOARD ACTION:**

Required X  
Information  
Scheduled Report

**BACKGROUND/RATIONALE:**

I worked through the three year contract with the city of Granite Falls. There is no new language changes and will be adjusted according to the agreement between the City of Granite Falls and the Granite Falls Police Department. We are agreeing to pay 69% of the cost of our School Resource Officer position. The contract contains a 30 termination clause.

**PRESENTER(S):** Superintendent Schneider

**COMMITTEE:** NONE

**SUPERINTENDENT RECOMMENDATION:**

I recommend approval of the agenda items as listed.

## SCHOOL RESOURCE OFFICER AGREEMENT

This School Resource Officer Agreement (the “Agreement”) dated \_\_\_\_\_, 2019 is by and between the City of Granite Falls (“City”) and Independent School District No. 2190 (“School District”).

### RECITALS

WHEREAS, the School District and the City are both corporate bodies politic under the Laws of the State of Minnesota; and

WHEREAS, both the City and District desire to enter this agreement for the provision of law enforcement services by the Granite Falls Police Department to the District; and

WHEREAS, this Agreement is authorized and provided for by Minn. Stat. § 471.59.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained in this Agreement, the School District and City agree as follows:

#### **1. Purpose**

The City and School District will collaborate on law enforcement services provided by a School Resource Officer. Both the City and School District have determined that the law enforcement provided by the SRO is beneficial to school and community safety and promotes collaboration between the City, District, parents and students. This Agreement is intended, in part, to set forth the terms and conditions, to create, fund, and implement the position of a police School Resource Officer (“SRO”).

The SRO reports to Granite Falls Police Department Administration in collaboration with school administrators.

#### **2. Job Duties**

The SRO will work towards carrying out the mission of the Granite Falls Police Department within the school community as per the City’s job description for the position. The SRO will act in their capacity and authority as a Police Officer for the City of Granite Falls Police Department to provide a safe learning environment, to prevent crime, and to investigate and solve crimes.

#### **3. Funding – SRO Program**

The City is responsible for hiring the SRO and paying his or her salary, benefits and training costs and the District will reimburse 69% of these costs to the City during the first 12 months of this agreement. Subsequent years will be adjusted by contact days at a service rate per week basis. This is to mean that the number of weeks that school is session will be divided by 52

weeks. The resulting percentage is to be rounded to the nearest whole percentage and will be used to calculate reimbursable costs to the City from September 1 to August 31 annually.

**4. Services**

- a. The City shall provide the services of one primary police officer to assist the School District. The School District agrees to provide adequate office space, telephone access, computer and printer for use by the SRO(s). The SRO will be on duty during regular school hours in the school district all student contact days and also comply with the City of Granite Falls job description. While on duty with the school district, the SRO is primarily engaged in school district services; however, the Police Chief has the authority to redeploy the SRO should a specific emergency or public safety necessity require such deployment.
- b. Selection of SRO. The City will assign someone who already is currently employed by the City to the SRO position and the District will provide input on the assignment, with the Chief having final authority to select the SRO. The City of Granite Falls has the authority of determining the rotation of the SRO assignment.
- c. Dress Code: The SRO shall wear Police Department issued uniform including sidearm.

**5. Performance Issues:**

The School District shall promptly report to the Chief of Police any issues or concerns it has regarding the assigned officer's work performance. The School District may also provide annual input to the Chief of Police regarding the officer's work performance.

**6. School Discipline Rules:**

The School Resource Officer shall not enforce any school disciplinary rules or policies.

**7. Coordinating Representatives:**

Representatives of the City, the Police Department and School District will meet as necessary to discuss, coordinate and recommend revisions, if necessary, to the School Resource Officer services/agreement.

**8. Payment**

The City shall provide billing statements to the School district for services provided herein on a monthly basis billed at a rate 1/12. Each December's bill will reflect any variations that may have occurred during the calendar year. Starting in January, the 1/12 payment will be updated to reflect the new pay scale for that calendar year. Such statements will be due and payable by the School District to the City no more than thirty (30) days after receipt of the same. The billing to

the School district shall be done so in arrears of service provided (January billing shall cover the immediately preceding period of December 1 through December 31).

### **9. Term**

This Agreement shall commence on the 1<sup>st</sup> day of \_\_\_\_\_ 2019, and shall end on the 30<sup>th</sup> day of August, 2022.

### **10. Independent Contractor**

The City, through its Chief of Police, will remain free to exercise judgment in this Agreement. The City acknowledges that no withholding for state or federal benefits or taxes will be made from the payments due the City by the School District. The City also acknowledges that it has the sole obligation to comply with state, local and federal tax provisions with regard to these services and the employees hired by the City to perform services described herein, including workers compensation laws.

### **11. Scheduling**

The SRO will be on duty during regular school hours in the school district all days while school is in session and also comply with the City of Granite Falls job description. During non-student contact days during the school year and during the summer months the SRO's schedule will be determined by the Chief of Police.

#### Overtime

As requested by the school district with the approval of the Chief of Police and/or his/her Designee, the SRO is authorized to work special events (prom, homecoming, school dances, special athletic events, etc.) outside of the regular schedule to promote public safety and enhance safety for students, staff, and visitors. The requesting and benefited entity will pay full costs associated with the overtime worked by the SRO.

### **12. Termination of this Agreement**

Either party may terminate this Agreement with or without cause by providing written notice to the other party at least 30 days prior to the effective termination date.

### **13. Temporary Emergency Reassignment**

If, in the discretion of the Chief of Police, it becomes necessary to remove the SRO from the district, whenever possible, the Chief of Police will immediately inform the School District officials in advance of such action.

### **14. Security/Linking**

The SRO(s) office will be locked and secured by a key issued only to the SRO(s). The SRO(s) will be provided a suitable computer, monitor, and printer and any other items or services

necessary, at the expense of the School District, so that the SRO will have full access to the City email and network system and the School District's email and network system at all times the SRO(s) is working pursuant to this Agreement. Any additional equipment costs to be borne by the City.

#### **15. Indemnity and Hold Harmless**

The District and the City agree that they will be responsible for their own acts and omissions and those of their officials, employees, representatives and agents in carrying out the terms of this Agreement and the results thereof to the extent authorized by law and shall not be responsible for the acts or omissions of the other party and the results thereof.

It is understood and agreed that each party's liability shall be limited by the provisions of Minnesota Statutes, Chapter 466 (Tort Liability, Political Subdivisions) or other applicable law. Nothing contained in this Agreement shall waive or amend, nor shall be construed to waive or amend any defense or immunity that either party, their respective officials and employees, may have under said Chapter 466, or any common-law immunity or limitation of liability, all of which are hereby reserved by the District and the City.

It is understood and agreed that this is the entire agreement between the parties and this Agreement supersedes all oral agreements and negotiations between the parties relating to this subject matter.

#### **16. Amendments**

This Agreement contains the full understanding and agreement between the parties and may not be amended except in writing agreed to and executed by both parties. If any provision of this Agreement is found invalid by a court or agency, it shall not invalidate any remaining provisions.

#### **17. Data Practices**

Sharing of data will be done only pursuant to the Minnesota Government Data Practices Act and the Family Educational Rights and Privacy Act. Any data shared between the two parties to this Agreement will be maintained in accordance with state and federal law. Because the City and the officer (s) are not employees of the School District, any violation of state or federal law in this regard is the sole responsibility of the City and the officer and each agrees to hold the School District harmless if a claim or action arises because of the City's action or omissions. City shall provide reasonable data privacy training to all SRO's.

#### **18. Discrimination**

The City and School District agree not to discriminate in providing services under this Agreement on the basis of race, sex, creed, nation origin, age or religion. The parties agree not to discriminate as required by state and federal laws.

**19. Attorney's Fees**

In the event of litigation between the parties in connection with this Agreement, the prevailing party (i.e. the party whose position is substantially upheld by the court) shall be entitled to recover its reasonable attorney's fees and costs from the non-prevailing party. The obligation in the immediately preceding sentence shall survive any termination of this Agreement or the closing.

**20. Governing Law**

This Agreement shall be construed as to both validity and performance enforcement in accordance with and governed by the laws of the State of Minnesota.

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

**City of Granite Falls**

\_\_\_\_\_  
Mayor, David Smiglewski

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager Crystal Johnson

\_\_\_\_\_  
Date

**Independent School District #2190**

\_\_\_\_\_  
Superintendent, Rich Schneider

\_\_\_\_\_  
Date

## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 10.8  
**MEETING DATE:** October 14, 2019  
**SUBJECT:** New Business - Certified Staff Seniority List

**BOARD ACTION:**

Required X  
Information  
Scheduled Report

**BACKGROUND/RATIONALE:**

Annually, we are required to approve a seniority list that would be used as part of any unrequested leave of absence (ULA) decisions. Staff members were provided the requisite time to question and correct the document. It must now be approved (by October 15) to be used this year.

**PRESENTER(S):** Superintendent Schneider

**COMMITTEE:** NONE

**SUPERINTENDENT RECOMMENDATION:**

I recommend approval of the agenda items as listed.

<b>TENURED STAFF - Full-Time</b>							
#	NAME	EMPLOYED	LICENSE	FILE #	EXPIRES	CURRENT ASSIGNMENT	
1	SANNERUD, JOANELLE	8/27/1986	ELEM ED K-6	303371	2024	ELEM ED - GRADE 2	
2	GREY, MARY	9/3/1987	PHYS ED K-12	COACH 302936	2024	ELEM PHY ED	
2	JESSEN, PATRICIA	9/3/1987	ELEM ED 1-6	303129	2024	ELEM ED - GRADE 4	
2	PETRICH, STEVE	9/3/1987	MATH 7-12/PHYSICAL SCIENCES (PHYSICS & CHEM) 7-12	COACH 286847	2021	HS SCIENCE	
2	RUNIA, JULIE	9/3/1987	ELEM ED K-6	310280	2020	ELEM ED - GRADE 3	
6	BUTTERBRODT, JULIE	8/28/1990	SOCIAL STUDIES All 7-12	298901	2021	HS SOCIAL STUDIES	
6	LEISETH, REBECCA	8/28/1990	ELEM ED K-6	COACH 321577	2024	ELEM ED - GRADE 5/INTERVENTIONIST	
8	JANS, SCOTT	8/28/1992	MATH 7-12	COACH 331557	2024	HS MATH	
8	LALIM, JEFF	8/28/1992	HEALTH ED K-12/PHYS ED K-12	COACH 338849	2020	MS/HS HEALTH/PHY ED	
10	KNAPPER, TIM	8/28/1995	SOCIAL STUDIES 7-12/COMMUNITY ED DIRECTOR PRE-K-ADULT	COACH 352156	2021	ACTIVITIES DIRECTOR/COMMUNITY ED DIRECTOR	
10	SCHULTE, TREVOR	8/28/1995	ENGLISH/LANGUAGE ARTS 7-12	359003	2020	HS ENGLISH	
12	HINZ, STACY	8/28/1996	ELEM ED 1-6/LIFE SCIENCE-MS/PRINCIPAL K-12	COACH 361639	2024	MS - GRADE 6/ MS LIFE SCIENCE	
13	IMS, BEV	9/30/1996	ELEM ED 1-6	340940	2020	ELEM ED - GRADE 2	
14	HOERNEMAN, AMY	8/31/1998	ELEM ED K-6	COACH 337114	2020	ELEM ED - GRADE 5	
14	HOERNEMAN, PAUL	8/31/1998	MATH 7-12	COACH 328042	2020	MS/HS MATH	
14	JANS, ANGELA	8/31/1998	ELEM ED K-6/PRE K	333290	2024	ELEM ED - KINDERGARTEN	
14	JENSEN, MARY	8/31/1998	ELEM ED K-6	292446	2022	ELEM ED - GRADE 3	
18	JAHN, ELIZABETH	8/30/1999	ELEM ED K-6/VOCAL & CLASSROOM MUSIC K-12/COMPUTER KEYBOARDING & TECH K-12	380052	2023	ELEM MUSIC	
19	SHACKELFORD, KERRI	8/27/2002	PRE-K/ECFE/ELEM ED K-6/PARENT & FAMILY ED	353467	2021	ELEM ED - GRADE 1	
19	SUTER, JACOB	8/27/2007	SCIENCE 5-8/LIFE SCIENCE 9-12	437288	2023	MS/HS SCIENCE	
21	REFSLAND, DARREL	8/1/2010	ARICULTURAL EDUCATION 5-12/TEACH-COORD WORK BASED LEARN 9-12	383279	2023	MS/HS AG/WORK EXPERIENCE	
22	BLACKWELDER, KRISTINA	8/29/2011	ELEM ED K-6/3-K PRE-PRIMARY	455827	2021	ELEM ED - GRADE 1	
23	ASLESEN, ROBYN	8/28/2012	SOCIAL STUDIES 5-12	470255	2020	MS/HS SOCIAL STUDIES	
24	TANNER, ROXANNE	9/17/2012	ELEM ED 1-6	339757	2020	GRADE 4	
25	GORT, SAMANTHA	8/26/2013	EARLY CHILDHOOD EDUCATION BIRTH-GRADE 3	467441	2022	ELEM ED - KINDERGARTEN	
26	COULTER, KARI	10/14/2013	MATH 5-12	431143	2022	MS/HS MATH	
27	HANSEN, LISA	8/1/2014	ELEMENTARY ED 1-6/PRINCIPAL K-12	376297	2021	PRINCIPAL - K-5	
27	LUFT, RYAN	8/1/2014	SOCIAL STUDIES 7-12/PRINCIPAL K-12/SUPERINTENDENT	399239	2020	PRINCIPAL - 6-12	
29	BAUMGARTNER, ANDREW	8/25/2014	SOCIAL STUDIES 5-12	407054	2024	MS/HS SOCIAL STUDIES	
29	LIGHTFOOT, THERESA	8/25/2014	ELEMENTARY ED 1-6	389062	2023	ELEM ED - GRADE 4	
29	CLOUSE, MARYELLA	8/25/2014	ELEM ED K-6/EARLY CHILDHOOD B-3/CONSUMER & HOMEMAKING/FAMILY LIFE HS	277673	2024	ELEM ED - TITLE	
29	PASLAWSKI, LOUANN	8/25/2014	ELEMENTARY ED 1-6	439497	2020	ELEM ED - GRADE 5	
29	CASTIGLIONE, KRISTEN	8/25/2014	INST (BAND/ORCH) & CLASSROOM MUSIC	482617	2021	MS/HS BAND	
34	INGER, EMILY	8/31/2015	ELEMENTARY ED K-6	486609	2021	PLACED ON ULA - May 13, 2019	
35	ISFELD, TAMARA	8/29/2016	VISUAL ARTS K-12	438707	2023	ART - 6-12	
35	ROBERTSDAHL, JIANA	8/29/2016	ELEMENTARY ED K-6/EBD K-12/LD K-12	COACH 364710	2023	ELEM ED - SPECIAL EDUCATION	
35	HOEFER, KIMBERLY	8/29/2016	COMM ARTS/LITERATURE 5-12	486611	2021	MS/HS ENGLISH	

<b>NON-TENURED STAFF - Part-Time</b>						
#	NAME	EMPLOYED	LICENSE	FILE #	EXPIRES	CURRENT ASSIGNMENT
1	THODE, CHARLES	8/27/2019	AMERICAN INDIAN LANGUAGE & CULTURE K-12	331479	2022	AMERICAN INDIAN LANGUAGE

<b>NON-TENURED STAFF - Probationary</b>						
#	NAME	EMPLOYED	LICENSE	FILE #	EXPIRES	CURRENT ASSIGNMENT
PRO	WALSH, THOMAS	8/28/2018	CONSTRUCTION CAREERS 7-12	495499	2023	MS/HS INDUSTRIAL TECH
PRO	DEBLIECK, LOGAN	8/27/2019	SPANISH - K-12	1000006	2021	SPANISH
PRO	DEMPCY, KRISHANA	8/27/2019	VOCAL & CLASSROOM MUSIC	473172	2024	MS/HS VOCAL MUSIC

<b>TIER LICENSURE</b>						
#	NAME	EMPLOYED	LICENSE	FILE #	EXPIRES	CURRENT ASSIGNMENT
	PRATT, MEGAN	8/31/2015	TIER 2 - COMM ARTS/LIT 5-12	488770	2021	MS/HS ENGLISH

<b>ECFE TENURED STAFF</b>						
#	NAME	EMPLOYED	LICENSE	FILE #	EXPIRES	CURRENT ASSIGNMENT
1	COLE, ASHLY	8/27/2019	ELEMENTARY ED K-6/EARLY CHILDHOOD ED B-AGE 3/PRE-PRIMARY AGE 3-K	491684	2021	PRESCHOOL

<b>ECFE - TIER LICENSURE</b>						
#	NAME	EMPLOYED	LICENSE	FILE #	EXPIRES	CURRENT ASSIGNMENT
	STARK, JILL	8/29/2016	TIER 2 - EARLY CHILDHOOD EDUCATION	509963	6/30/2020	PRESCHOOL

# Yellow Medicine East, ISD 2190

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## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 10.9  
**MEETING DATE:** October 14, 2019  
**SUBJECT:** Resolution Combining Polling Places for Special Elections

**BOARD ACTION:**  
Required   
Information  
Scheduled Report

### BACKGROUND/RATIONALE:

Minnesota Statute requires all special elections, non-election dates, to declare if there will be a combined polling location. Past decisions, beginning with the 2015 Levy Election, was to combine polling locations at the KCC in Granite Falls.

If the board does not pass the resolution, annually, the election will be held in ALL of the polling locations that would be open during a regular election. This would significantly increase expenses for poll judges, poll workers, voting machines and machine programming for each polling location. The number of polling locations would include all of the community halls, township halls, and miscellaneous locations. It would also be problematic to find election personnel as required.

Although we may not have an election in 2019, this resolution ensures we can conduct the election while maintaining fiscal responsibility.

**PRESENTER(S):**  
Superintendent Schneider

**COMMITTEE:**  
Full Board of Education

**SUPERINTENDENT RECOMMENDATION:**  
I recommend passing the resolution as provided.



## 204B.16 POLLING PLACES; DESIGNATION.

Subd. 1 changes effective January 1, 2018, and applies to any special election held on or after that date.

Subd. 1a changes effective July 1, 2017

Subdivision 1. **Authority; location.** By December 31 of each year, the governing body of each municipality and of each county with precincts in unorganized territory shall must designate by ordinance or resolution a polling place for each election precinct. The polling places designated in the ordinance or resolution are the polling places for the following calendar year, unless a change is made:

- (1) pursuant to section 204B.175;
- (2) because a polling place has become unavailable; or
- (3) because a township designates one location for all state and federal elections and one location for all township only elections.

Polling places must be designated and ballots must be distributed so that no one is required to go to more than one polling place to vote in a school district and municipal election held on the same day. The polling place for a precinct in a city or in a school district located in whole or in part in the metropolitan area defined by section 200.02, subdivision 24, shall be located within the boundaries of the precinct or within one mile of one of those boundaries unless a single polling place is designated for a city pursuant to section 204B.14, subdivision 2, or a school district pursuant to section 205A.11. The polling place for a precinct in unorganized territory may be located outside the precinct at a place which is convenient to the voters of the precinct. If no suitable place is available within a town or within a school district located outside the metropolitan area defined by section 200.02, subdivision 24, then the polling place for a town or school district may be located outside the town or school district within five miles of one of the boundaries of the town or school district.

## 205A.11 PRECINCTS; POLLING PLACES.

Changes effective January 1, 2018, and applies to any special election held on or after that date.

Subd. 2. **Combined polling place.** (a) When no other election is being held in two or more precincts on the day of a school district election, the school board may designate one or more combined polling places at which the voters in those precincts may vote in the school district election.

(b) By December 31 of each year, the school board must designate, by resolution, combined polling places. The combined polling places designated in the resolution are the polling places for the following calendar year, unless a change is made:

- (1) pursuant to section 204B.175; or
- (2) because a polling place has become unavailable.
- (c) If the school board designates combined polling places pursuant to this subdivision, polling places must be designated throughout the district, taking into account both geographical distribution and population distribution. A combined polling place must be at a location designated for use as a polling place by a county or municipality.

(d) In school districts that have organized into separate board member election districts under section 205A.12, a combined polling place for a school general election must be arranged so that it does not include more than one board member election district.

# Yellow Medicine East, ISD 2190

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## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 10.10  
**MEETING DATE:** October 14, 2019  
**SUBJECT:** Restatement of 403b Plan

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

### BACKGROUND/RATIONALE:

Since January 1, 2010, as a result of the passage of new 403(b) plan regulations, a requirement to establish a written plan document for employer sponsored 403(b) plans has existed. At the time the regulations were passed, no official Internal Revenue Service (IRS) document approval process was in place for the 403(b) plan. Instead, the IRS provided what they referred to as a "Model Plan Document." Since then, the IRS has established a "volume submitter" plan document approval process. This is a process by which a standard document, which may be adopted by any number of plan sponsors, is submitted and approved by the IRS. With this new approval process in place, the IRS has established an ongoing remedial amendment period for 403(b) plan documents. In short, 403(b) plan documents must be restated/renewed every six years. The first restatement deadline since the passage of the 403(b) rules is March 31, 2020. The attached document explains each person's role in the administration of the plan.

We currently utilize the following vendors for our staff members:

- Ameriprise
- ESI/EM
- VOYA
- Thrivent
- VALIC

**PRESENTER(S):**  
Superintendent Schneider

**COMMITTEE:**  
Full Board of Education

### SUPERINTENDENT RECOMMENDATION:

I recommend approving the restatement documents.

**Non-ERISA VOLUME SUBMITTER 403(b) PLAN DOCUMENT  
FOR PUBLIC SCHOOLS, COMMUNITY COLLEGES,  
AND PUBLIC UNIVERSITIES AND COLLEGES  
ADOPTION AGREEMENT #04002**

The undersigned Employer hereby adopts a section 403(b) plan in the form a Volume Submitter 403(b) plan attached hereto, and agrees that the following terms, definitions, and elections shall be part of such 403(b) Plan. Where applicable, certain Items have a Default Provision indicated below the Item number that will apply if no election is made by the Employer.

**EMPLOYER INFORMATION**

1. Employer Name: Yellow Medicine East ISD 2190

Address: 450 9<sup>th</sup> Avenue

City: Granite Falls

State: MN

Zip Code: 56241

Phone: 320-564-4081

2. Contact Person: Tara Miller

Phone: 320-564-4081

Email: tmiller@isd2190.org

3. Employer Identification Number: 41-6004911 YME

4. The Administrator shall be (entity that administers the Plan):

- |   |   |                              |                                       |
|---|---|------------------------------|---------------------------------------|
| <input type="checkbox"/> (a)            | The Employer  | <input type="checkbox"/> (b) | The Employer Jointly with the Vendors |
| <input checked="" type="checkbox"/> (c) | A designated Administrator (specify): <u>Plan With Ease</u> |                              |                                       |

**PLAN INFORMATION**

5. Sponsor of the 403(b) Volume Submitter Plan: Plan With Ease

Address: PO Box 5054 2000 Minot, ND 58702

Phone: 1-866-499-3272, 855-464-6928

E-mail: Common.Remitter@voya.com

6. (a) Name of Plan: Yellow Medicine East ISD 2190 403(b) Plan

(b) This Plan is a Multiple Employer Plan  Yes;  No. If Yes, name of Plan Sponsor: \_\_\_\_\_

7. (a) Plan Year:

- (1) The calendar year;
- (2) The 12-consecutive month period beginning on July 01 ; or
- (3) An initial short Plan Year beginning on \_\_\_\_\_ and ending on \_\_\_\_\_ and thereafter the 12-consecutive month period beginning on \_\_\_\_\_ and ending on \_\_\_\_\_
- (4) A short Plan Year beginning on \_\_\_\_\_ and ending on \_\_\_\_\_

(b) Limitation Year:

- (1) The Plan Year
- (2) The calendar year
- (3) The 12-consecutive month period beginning on \_\_\_\_\_
- (4) An initial short Plan Year beginning on \_\_\_\_\_ and ending on \_\_\_\_\_ and thereafter the 12-consecutive month period beginning on \_\_\_\_\_ and ending on \_\_\_\_\_
- (5) A short Plan Year beginning on \_\_\_\_\_ and ending on \_\_\_\_\_

8. Effective Date: The Employer has completed and signed this Adoption Agreement in order to:

		Initial Effective Date	Amendment/Restatement Effective Date
<input type="checkbox"/> (a)	Establish a new 403(b) plan (not earlier than the 1 <sup>st</sup> day of current Plan Year)	_____	N/A
<input checked="" type="checkbox"/> (b)	Restate a 403(b) plan previously adopted by the Employer (restatement date cannot be earlier than 1-01-2009, but not later than 1-01-2010 unless the initial effective date is after 1-01-2010 )	<u>09-01-1988</u>	<u>10-01-19</u>
<input checked="" type="checkbox"/> (c)	Amend a 403(b) plan previously adopted by the Employer (Amendments made, if applicable: <u>Good Order</u> )	<u>08-17-2009</u>	_____

9. The Plan shall accept the following contribution types (check all that apply and complete the corresponding section(s) of the Adoption Agreement, if applicable):

- |   |                                  |   |                        |
|---|----------------------------------|---|------------------------|
| <input checked="" type="checkbox"/> (a) | Pre-Tax Elective Deferrals       | <input checked="" type="checkbox"/> (j) | Rollovers              |
| <input checked="" type="checkbox"/> (b) | Post-Tax Roth Elective Deferrals | <input checked="" type="checkbox"/> (k) | Plan-to-Plan Transfers |

<input checked="" type="checkbox"/> (c)	Age 50 Catch-up Contributions	<input checked="" type="checkbox"/> (l)	Exchanges (as outlined in the Administrative Appendix)		
<input type="checkbox"/> (d)	Special Catch-up after 15 years of service	<input type="checkbox"/> (m)	PTO – Sick Leave		
<input type="checkbox"/> (e)	Nondeductible Employee (After-Tax) Contributions	<input type="checkbox"/> (n)	PTO – Vacation		
<input type="checkbox"/> (f)	Mandatory Employee Contribution	<input type="checkbox"/> (o)	Social Security Replacement		
<input type="checkbox"/> (g)	Employer Nonelective Contributions pursuant to the Collective Bargaining Agreement and/or the employment contract	<input type="checkbox"/> (p)	ORP Contributions subject to Article XII of the Plan		
<input checked="" type="checkbox"/> (h)	Employer Matching Contributions pursuant to the Collective Bargaining Agreement and/or the employment contract	<input type="checkbox"/> (q)	Supplemental 403(b) Contributions (subject to Article XII of the Plan)		
<input type="checkbox"/> (i)	Post-Employment Employer Contributions	<input checked="" type="checkbox"/> (r)	Deemed IRA		
10. In computing a Participant's Compensation (as defined under Section 2.14 of the Plan, the following shall be excluded:					
		All Contributions	Elective Deferrals	Mandatory Contributions	Employer Contributions
<input checked="" type="checkbox"/> (a)	No exclusions. All compensation will be included.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (b)	Overtime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (c)	Bonuses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (d)	Other (describe another exclusion, for example, stipends):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. (a) Compensation shall be determined over the following Determination period: <input checked="" type="checkbox"/> (1) the Plan Year; or <input type="checkbox"/> (2) a consecutive 12-month period ending with or within the Plan Year. Enter the day and the month this period begins: <u>01</u> (day) <u>01</u> (month). For Employees whose date of hire is less than 12 months before the end of the 12-month period designated, compensation will be determined over the Plan Year.					
(b) For purposes of allocating Employer Contributions, Compensation <input type="checkbox"/> (1) shall <input checked="" type="checkbox"/> (2) shall not include amounts paid prior to a Participant's Entry Date.					
12. Allocation Periods for Contributions (This will determine if additional contributions need to be made for a given year:					
		All Contributions	Matching	Nonelective	
<input type="checkbox"/> (a)	Weekly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> (b)	Bi-Weekly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> (c)	Quarterly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> (d)	Annual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/> (e)	Per Pay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> (f)	Other (specify): _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>ELIGIBILITY AND PARTICIPATION – ELECTIVE DEFERRALS</b>					
13. The following Employees shall be eligible under the Plan to make Elective Deferrals (Check (a) or (b)):					
<input checked="" type="checkbox"/> (a) All Employees of the Employer.					
<input type="checkbox"/> (b) All Employees of the Employer except the following category(ies):					
<input type="checkbox"/> (1) Nonresident aliens described in section 410(b)(3)(C) of the Code, who receive no earned income from the Employer which constitutes income from sources within the U.S.					
<input type="checkbox"/> (2) Employees who normally work less than 20 hours per week. An Employee normally works fewer than 20 hours per week if, for the 12-month period beginning on the date the Employee's employment commenced, the Employer reasonably expects the Employee to work fewer than 1,000 hours of service (as defined under section 410(a)(3)(C) of the Internal Revenue Code) in such period, and, for each Plan Year ending after the close of that 12-month period, the Employee has worked fewer than 1,000 hours of service in the preceding 12-month period. Under this provision, an Employee who works 1,000 or more hours of service in the 12-month period beginning on the date the Employee's employment commenced or in a Plan Year					

- ending after the close of that 12- month period shall then be eligible to participate in the Plan. Once an Employee becomes eligible to have Elective Deferrals made on his or her behalf under the Plan under this standard, the Employee cannot be excluded from eligibility to have Elective Deferrals made on his or her behalf in any later year under this standard.
- (3) Employees who are eligible to make Elective Deferrals under another plan, including an IRC section 457(b) eligible governmental plan; a 401(k) qualified cash or deferred arrangement of the Employer or another section 403(b) Plan of the Employer
- (4) Employees who are students performing services described in section 3121(b)(10) of the Code.

(c) If 13(b)(2) is elected above, then the following rule will apply for subsequent years in determining whether the Employee is eligible for the Plan. The initial computation period shall begin on the date of hire and end on the anniversary thereof. Subsequent eligibility computation periods shall commence with:

- (1) the anniversary of the Employee's employment commencement date; or
- (2) the Plan Year which commences prior to the Employee's first anniversary of his employment commencement date.

**Default Provision – (c)(2)**

- (d)  (1) The Employer elects to reduce the required Hours of Service per year in 13(b)(2) to \_\_\_\_\_ (not to exceed 1000) Hours; or
- (2) N/A.

**Default Provision (d)(2)**

14. The Entry Date of a Participant with respect to Elective Deferrals shall be:

- (a) On the first day of the month following date of employment;
- (b) After the completion of \_\_\_\_\_ days (may be 30 or 60 days, if Employee receives information on the Plan within the first 30 days of employment)
- (c) Entry Date shall mean the Employee's employment commencement date and deferrals elections shall be effective in the next pay period.
- (d) Other (Specify. May not exceed 60 days from satisfaction of eligibility requirements): \_\_\_\_\_

**Default Provision (a)**

15. Employees are permitted to make Pre-Tax Elective Deferrals to the Plan as follows:

- (a) Elective Deferrals of up to the maximum amount permitted under sections 403(b) and 415 of the Code are permitted.
- (b) Elective Deferrals of up to \_\_\_\_\_ % (not to exceed 100%) of a Participant's Compensation are permitted.

16. If Roth 403(b) Elective Deferrals are permitted under the Plan then Excess Deferrals will first be corrected from the:

- (a) regular Pre-tax Elective Deferral Account; or
- (b) Roth Elective Account
- (c) N/A.

**Default Provision (a)**

**AUTOMATIC ENROLLMENT**

In consideration of the following provisions, an Employer should determine whether automatic enrollment is permitted under the applicable State law prior to adopting this provision.

17. The Eligible Automatic Contribution Arrangement (EACA) provisions of Article 3.03 of the Plan:

- (a) shall not apply
- (b) shall apply and the Default Percentage indicated below shall be automatically withheld and contributed to the Plan as a Pre-Tax Elective Deferral.

**Default Provision (a)**

18. (a) Covered Employee for Purposes of Eligible Automatic Contribution Arrangement (EACA): Employees covered under the EACA are (Check one of the options below.):

- (1) All Participants
- (2) All Participants who do not have an affirmative election in effect regarding Elective Deferrals
- (3) All Participants who become Participants on or after the effective date of the EACA and who do not have an affirmative election in effect regarding Elective Deferrals

**Default Provision (a)(1)**

(b) Default Percentage (Check one of the options below and insert a percentage or percentages and, if applicable, a date.):

- (1) The Default Percentage is \_\_\_\_% (a uniform percentage of each Covered Employee's Compensation for the applicable pay period)
- (2) The initial Default Percentage is \_\_\_\_% (a uniform percentage of each Covered Employee's Compensation for the applicable pay period) and will increase by one percentage point as described in Section 3.03 of Article III of the Plan until the Default Percentage is \_\_\_\_%. (Insert the highest default percentage that will apply) Each increase will be effective with the first pay period of the Plan Year or the first pay period after the date inserted here: \_\_\_\_.

**Default Provision: If Item 17(b) is selected, then 18(b)(1) shall apply at the rate of 3%**

#### ROLLOVER/TRANSFER AND OTHER EMPLOYEE CONTRIBUTION PROVISIONS

19. (a) Direct Rollovers: The Plan will accept a Direct Rollover of an Eligible Rollover Distribution from (check each that applies or N/A):

- (1) N/A. The Plan will not accept Direct Rollovers from any plan.
- (2) a qualified plan described in section 401(a) or 403(a) of the Code, excluding After-Tax employee contributions.
- (3) an annuity contract described in section 403(b) of the Code, including After-Tax employee contributions.
- (4) an annuity contract described in section 403(b) of the Code, excluding After-Tax employee contributions.
- (5) an eligible plan under section 457(b) of the Code which is maintained by a state, political subdivision of a state, or any agency or instrumentality of a state or political subdivision of a state.

**Default Provision (a) (2)(3) and (5)**

(b) The Plan  (1) will  (2) will not accept Designated Roth accounts from any of the plans selected in 19(a)

**Default Provision (b)(2)**

20. Participant Rollover Contributions

(a) Participant Rollover Contributions from Other Employer Plans: The Plan will accept a Participant contribution of an Eligible Rollover Distribution from (check each that applies or N/A):

- (1) N/A. The Plan will not accept Rollover Contributions from any employer plan.
- (2) a qualified plan described in section 401(a) or 403(a) of the Code, excluding after-tax employee contributions.
- (3) an annuity contract described in section 403(b) of the Code, excluding after-tax employee contributions.
- (4) an eligible plan under section 457(b) of the Code which is maintained by a state, political subdivision of a state, or any agency or instrumentality of a state or political subdivision of a state.

**Default Provision (a)(2), (3), and (4)**

(b) The Plan  (1) will  (2) will not accept Designated Roth accounts from any of the plans selected in 20(a)

**Default Provision (b)(2)**

(c) Participant Rollover Contributions from IRAs: The Plan (choose one):

- (1)  will (2)  will not accept a Participant Rollover Contribution of the portion of a distribution from an individual retirement account or annuity described in section 408(a) or 408(b) of the Code that is eligible to be rolled over and would otherwise be includible in gross income.

**Default Provision (c)(1)**

21. In-Plan Roth Rollovers:

(a) The Plan  (1) will  (2) will not permit In-Plan Roth Rollovers of distributable amounts.

**Default Provision (a)(2)**

(b) The Plan  (1) will  (2) will not permit In-Plan Roth Rollovers of otherwise non-distributable amounts.

**Default Provision (b)(2)**

22. Deemed IRA Contributions. A Participant may make Deemed IRA contributions to the following type(s) of IRA Accounts established in accordance with Article XIII of the Plan:

- (a) Traditional
- (b) Roth
- (c) Either (a) or (b) above as designated by the Participant at the time the contribution is made

23. Mandatory Employee Contributions shall be required to be made by the following Employees:

- (a) \_\_\_\_\_% of each eligible Employee's Compensation if such Employee was hired after: \_\_\_\_\_; and if applicable
- (b) \_\_\_\_\_% of each eligible Employee's Compensation if such Employee was hired after \_\_\_\_\_, and was a participant in \_\_\_\_\_ (e.g. state retirement plan) but after receiving a choice has elected to participate in this Plan.

#### DISTRIBUTION PROVISIONS

24. Pursuant to the underlying Individual Agreements, the following transactions are permitted:

(a) Select all that apply and specify the corresponding sources from which the withdrawal can be made:

		All Contributions	Elective Deferrals	Mandatory Contributions	Employer Contributions
<input checked="" type="checkbox"/> (1)	Financial Hardship Distributions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (2)	Loans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (3)	Distributions at age 59 ½	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(b) The following transactions are permitted:

<input checked="" type="checkbox"/> (1)	Plan-to-Plan transfers to another Employer Plan
<input checked="" type="checkbox"/> (2)	Transfers to a State Retirement Plan to purchase service credits
<input checked="" type="checkbox"/> (3)	Distribution of Rollover Contributions at any time

(c) The following distributions are permitted from Employer Contributions under Annuity Contracts only:

<input type="checkbox"/> (1)	Attained Age of _____
<input type="checkbox"/> (2)	After _____ Years of Service

25. If permitted by the underlying Individual Agreements, the Plan (a)  will, (b)  will not permit the distribution of Small Account Balances from the Plan.

**Default Provision (b)**

#### EMPLOYER CONTRIBUTIONS

26. Employer Contributions

- (a) Employer Contributions shall not be made.
- (b) Employer Contributions shall be made as follows (check all types that apply):
  - (1) Employer Contributions shall be made in accordance with any applicable collective bargaining agreements or employment contracts as shall be determined from time to time by the Employer.
  - (2) Discretionary Contribution Formula: Nonelective Employer contributions will be allocated to each Participant in the ratio that such Participant's Compensation bears to the compensation of all Participants to whom Nonelective Employer contributions are allocated determined annually by the Employer.
  - (3) Definite Contribution Formula: For each Plan Year, the Employer will contribute for each eligible Participant an amount equal to \_\_\_\_\_% or \$\_\_\_\_\_ of such Participant's Compensation.
  - (4) Employer Post-Employment Contributions shall be made.
  - (5) Employer Matching Contributions shall be made under the following formula:
    - (A) \_\_\_\_\_ percent of the Participant's Elective Deferrals
    - (B) \_\_\_\_\_ percent of the Participant's Employee Contributions
    - (C) The Employer shall not match amounts provided in excess of \$\_\_\_\_\_, or in excess of \_\_\_\_\_ percent, of the Participant's Compensation
    - (D) An amount, if any, determined by the Employer
  - (6) ORP Contributions under the State of \_\_\_\_\_ made pursuant to the applicable laws of the ORP.

(7) Employees hired after \_\_\_\_\_ where such Employees are making a Mandatory Employee Contribution of \_\_\_\_\_%, shall receive an Employer Nonelective Contribution of \_\_\_\_\_% of Compensation.

**Default Provision (b) (1) if Item (b) is selected**

**ELIGIBILITY AND PARTICIPATION – EMPLOYER CONTRIBUTIONS**

27. All Employees of the Employer (including employers required to be aggregated under sections 414(b), (c), (m), or (o) of the Code) will be eligible to participate in this Plan except the following:

		Nonelective	Matching
<input type="checkbox"/> (a)	N/A. There is no age or service requirement.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (b)	Employees who have not attained age _____ (cannot exceed age 21)	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (c)	Employees who have not completed <u>a predetermined number of years, it varies based on negotiated contracts</u> Year(s) of Service; or _____ Month(s) of Service; or _____ Day(s) of Service. (Cannot exceed 1 year unless the Plan provides a nonforfeitable right to 100% of the Participant's account balance derived from Employer contributions after not more than 2 years of service in which case up to 2 years is permissible. If the Year(s) of Service selected is or includes a fractional year, an employee will not be required to complete any specified number of Hours of Service to receive credit for such fractional year.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>

28. All Employees who are members of eligible classes of employees shall be eligible to participate in the Plan except:

		Nonelective	Matching
<input type="checkbox"/> (a)	N/A. There are no exclusions	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (b)	Nonresident Aliens (see Section 2.28 of the Plan)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (c)	Employees who become Employees as the result of a "section 410(b)(6)(C) transaction"	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (d)	Employees of the following employer(s) aggregated with the Employer under section 414(b), (c), (m), or (o) of the Code: _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (e)	Hourly Rated Employees	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (f)	Other (specify): <u>Please refer to employment contracts as we exclude certain groups of employees.</u> (Note: Insert an exclusion category, e.g. Division A Employees.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> (g)	Nonresident Aliens (see Section 2.28 of the Plan)	<input type="checkbox"/>	<input type="checkbox"/>

29. (a) Eligibility under the Plan will be extended to all Employees who satisfied the eligibility requirements of this Plan with the following prior unrelated employer(s):  (1) \_\_\_\_\_;  (2) N/A

(b) The eligibility and service requirements in Item #27 above  (1) are  (2) are not waived with respect to Employees employed on the Effective Date of this Plan. If these requirements are waived, such Employees shall become Participants in the Plan as of the Effective Date of the Plan.

30. Service for eligibility and vesting will be determined on the basis of the method selected below. Only one method may be selected and such method will be applied to all Employees covered under the Plan.

- (a) On the basis of actual hours for which an Employee is paid or entitled to payment
- (b) On the basis of days worked. An Employee will be credited with ten (10) hours of service if under Section 2.25 of the Plan such Employee would be credited with at least one (1) Hour of Service during the day
- (c) On the basis of weeks worked. An Employee will be credited with forty-five (45) Hours of Service if under Section 2.25 of the Plan such Employee would be credited with at least one (1) Hour of Service during the week
- (d) On the basis of semi-monthly payroll periods. An Employee will be credited with ninety-five (95) Hours of Service if under Section 2.25 of the Plan such Employee would be credited with at least one (1) Hour of Service during the semi-monthly payroll period
- (e) On the basis of months worked. An Employee will be credited with one hundred ninety (190) Hours of Service if under Section 2.25 of the Plan such Employee would be credited with at least one (1) Hour of Service during the month
- (f) On the basis of Elapsed Time, as provided for in Section 2.43(b)(2) of the Plan

31. (a) Subsequent Eligibility Computation Periods shall commence with:

- (1) the anniversary of the Employee's employment commencement date; or
- (2) the Plan Year which commences prior to the Employee's first anniversary of his employment commencement date.

(b) Subsequent Vesting Computation Periods shall commence with:

- (1) the anniversary of the Employee's employment commencement date; or
- (2) the Plan Year which commences prior to the Employee's first anniversary of his employment commencement date.

32. An Employee who has completed the eligibility requirements shall enter the Plan on the following Entry Date:

		Nonelective	Matching
<input type="checkbox"/> (a)	There are no age and service requirements. Entry Date shall mean the Employee's employment commencement date.	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (b)	The day on which the Employee satisfies the eligibility requirements	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> (c)	The first day of the Plan Year in which the Employee satisfies the eligibility requirements	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (d)	The first day of the first month or the first day of the 7th month of the Plan Year coinciding with or next following the satisfaction of the Plan's eligibility requirements	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (e)	The first day of the month in which the Participant satisfies the eligibility requirements	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (f)	The first day of the following months after the Employee satisfies the eligibility requirements _____	<input type="checkbox"/>	<input type="checkbox"/>

33. All of an Employee's Years of Service with the Employer are counted to determine the Vested Percentage in the Participant's Employer Contribution except:

- (a) N/A. All Years of Service will count toward Vesting
- (b) Years of Service before age 18
- (c) Years of Service before the Employer maintained this Plan or a predecessor plan

34. Each Participant's Vested Percentage in his Employer Contribution Account shall be determined as follows:

		Nonelective	Matching
<input checked="" type="checkbox"/> (a)	Vesting Formula #1 - 100% vested at all times	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> (b)	Vesting Formula #2 - 100% vested after _____ (not to exceed three) Years of Service	<input type="checkbox"/>	<input type="checkbox"/>

<input type="checkbox"/> (c) Vesting Formula #3:	<input type="checkbox"/>	<input type="checkbox"/>																
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black; padding: 2px;">Years of Service</th> <th style="text-align: left; border-bottom: 1px solid black; padding: 2px;">Vested Percentage</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;">Less than 1</td> <td style="padding: 2px;">_____</td> </tr> <tr> <td style="padding: 2px;">1</td> <td style="padding: 2px;">_____</td> </tr> <tr> <td style="padding: 2px;">2</td> <td style="padding: 2px;">_____ (not less than 20%)</td> </tr> <tr> <td style="padding: 2px;">3</td> <td style="padding: 2px;">_____ (not less than 40%)</td> </tr> <tr> <td style="padding: 2px;">4</td> <td style="padding: 2px;">_____ (not less than 60%)</td> </tr> <tr> <td style="padding: 2px;">5</td> <td style="padding: 2px;">_____ (not less than 80%)</td> </tr> <tr> <td style="padding: 2px;">6 or more</td> <td style="padding: 2px;">100%</td> </tr> </tbody> </table>	Years of Service	Vested Percentage	Less than 1	_____	1	_____	2	_____ (not less than 20%)	3	_____ (not less than 40%)	4	_____ (not less than 60%)	5	_____ (not less than 80%)	6 or more	100%		
Years of Service	Vested Percentage																	
Less than 1	_____																	
1	_____																	
2	_____ (not less than 20%)																	
3	_____ (not less than 40%)																	
4	_____ (not less than 60%)																	
5	_____ (not less than 80%)																	
6 or more	100%																	
<input type="checkbox"/> (d) Notwithstanding the Vesting Formula selected above, all Participants as of _____ will be 100% vested.																		
35. Forfeitures not used to restore Participant's Accounts or pay expenses will be (choose one):																		
	Nonelective	Matching																
<input type="checkbox"/> (a) allocated in addition to the Employer Contributions	<input type="checkbox"/>	<input type="checkbox"/>																
<input type="checkbox"/> (b) used to reduce any required Employer contributions	<input type="checkbox"/>	<input type="checkbox"/>																
<input type="checkbox"/> (c) used to reduce Employer Matching Contributions and any remainder allocated in addition to the Employer Contribution	<input type="checkbox"/>	<input type="checkbox"/>																
<input type="checkbox"/> (d) used to reduce Employer Contributions in the following order and manner: <ul style="list-style-type: none"> <li><input type="checkbox"/> (1) for the current Plan Year</li> <li><input type="checkbox"/> (2) for the subsequent Plan Year</li> <li><input type="checkbox"/> (3) Other (describe; must be determined on a nondiscriminatory basis): _____</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>																
<input checked="" type="checkbox"/> (e) N/A. 100% vesting has been elected and there are no forfeitures under the Plan.																		
36. Forfeitures arising on account of termination of employment shall be allocated as of the last day of the Plan Year which is concurrent with or next follows:																		
<input type="checkbox"/> (a) Employee's termination of employment																		
<input type="checkbox"/> (b) Employee having incurred a 1-year Break in Service																		
<input type="checkbox"/> (c) Employee having incurred 2 consecutive 1-year Breaks in Service																		
<input type="checkbox"/> (d) Employee having incurred 5 consecutive 1-year Breaks in Service																		
<input type="checkbox"/> (e) The later of the payment of the vested benefit or the Employee having incurred 5 consecutive 1-year Breaks in Service																		
<input checked="" type="checkbox"/> (f) N/A. 100% vesting has been elected and there are no forfeitures under the Plan.																		
<b>OVERRIDING LANGUAGE FOR MULTIPLE PLANS</b>																		
37. If the Participant is covered under another Section 403(b) plan of the Employer, other than a Section 403(b) Volume submitter or prototype plan, the provisions of Section 5.01 of Article V will apply as if the other plan were a Section 403(b) volume submitter or prototype 403(b) plan.																		
<b>RELiance ON ADVISORY LETTER AND ACKNOWLEDGEMENTS</b>																		

38. Reliance and Acknowledgements:

- This Adoption Agreement may be used only in conjunction with basic Plan Document #01.
- The Sponsor will inform the adopting Employer of any amendments it makes to the Plan or of its discontinuance or abandonment of the Plan.
- The Employer must complete a new signature page if it modifies any prior elections or makes new elections in its Adoption Agreement.
- Failure to properly complete this Adoption Agreement may result in loss of favorable tax treatment for the Plan. The Employer's tax advisor should review the Plan and this Adoption Agreement prior to the Employer adopting such plan.
- The Employer may rely on the Advisory Letter issued for the approved specimen plan, except to the extent that the Employer's Plan is not identical to the approved specimen plan, disregarding any differences attributable solely to the Employer's choices of options provided under the specimen plan.

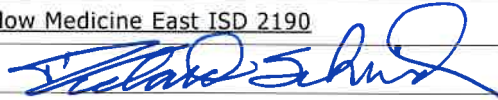
**AUTHORIZED SIGNATURE AND CERTIFICATION**

39. The undersigned Employer acknowledges receipt of a copy of the Plan, Administrative Appendix and this Adoption Agreement on the date indicated below. The adopting Employer by signing below certifies that:

- The Employer is an educational organization described in section 170(b)(1)(A)(ii); and
- For purposes of the nondiscrimination requirements of section 403(b)(12) the Plan is a Governmental Plan within the meaning of section 414(d) of the Code of a Public School; or a Governmental Plan of an organization described in section 501(c)(3) of the Code.

Name of Employer: Yellow Medicine East ISD 2190

Signature of Employer:



Date:

10/10/19

Name of Signer: Rich Schneider

Title: Superintendent

**RESTATEMENT EFFECTIVE DATES ADDENDUM**

**Note: If this Plan is not a restatement of any existing Plan, this item does not apply.**

**GENERAL RESTATEMENT EFFECTIVE DATES**

Provision	Effective Date
<input type="checkbox"/> (a) The eligibility requirements under Item	_____
<input type="checkbox"/> (b) The Employer contribution provisions under Item	_____
<input type="checkbox"/> (c) The Vesting Formula under Item	_____
<input type="checkbox"/> (d) In-Service Distributions under Item	_____
<input type="checkbox"/> (e) Enter Provision and Item Number, if applicable: _____	_____
<input type="checkbox"/> (f) Enter Provision and Item Number, if applicable: _____	_____
<input type="checkbox"/> (g) Enter Provision and Item Number, if applicable: _____	_____
<input type="checkbox"/> (h) Enter Provision and Item Number, if applicable: _____	_____
<input type="checkbox"/> (i) Enter Provision and Item Number, if applicable: _____	_____

Note: The effective date(s) above may not be earlier than January 1, 2010 and not later than the last day of the Plan Year in which the Adoption Agreement is signed.

**ADMINISTRATIVE APPENDIX**

**Non-ERISA 403(b)  
FOR PUBLIC SCHOOLS**

**EMPLOYER NAME: Yellow Medicine East ISD 2190**

**PART A: RESPONSIBILITIES**

The following checklist outlines responsibilities associated with the Plan and the entity obligated to each item. If there is an item without an assignment of responsibility, such item becomes the duty of the Employer as the sponsor of the plan.

TPA	Vendor(s)	Employer	Other (specify)	N/A
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**I. PLAN FINANCIAL REPORTING**

1.	Review and verify accuracy of Spark File or other Data Sharing Information and notify Vendor of errors. (This includes an annual audit to make sure that all amounts and sourcing did get credited to the proper participant in the Plan.)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
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**II. ENROLLMENT OF PARTICIPANTS**

2.	If applicable, provide Employee census information prior to each entry date to determine eligibility	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
3.	Evaluate eligibility to determine who enters the plan on each entry date	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
4.	Provide enrollment forms to eligible employee (for deferral elections, investment elections, and beneficiary designations)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
5.	Provide mandatory notices at enrollment for Universal Availability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
6.	Provide other required notices at enrollment, such as "deemed" control group (owning outside business)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
7.	Verify deferral percentage for new participants	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
8.	Analyze eligibility service and vesting service to be credited to rehired employees	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
9.	If Plan does not provide for full and immediate vesting, determine forfeitures that must be restored for rehired participants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10.	If certain types of compensation is excluded, evaluate compensation types for participant and ensure that deferrals are being removed from all relevant compensation types (check exclusions, e.g., stipends, coaching bonuses, club sponsorships)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
11.	Confirm that proposed deferrals do not exceed plan defined limits or legal maximums	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

**ADMINISTRATIVE APPENDIX**

**Non-ERISA 403(b)  
FOR PUBLIC SCHOOLS**

		TPA	Vendor(s)	Employer	Other (specify)	N/A
12.	Verify entry and commencement of deferrals for new participants	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
13.	Provide completed enrollment forms to Vendor (Agent)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	participant	<input type="checkbox"/>
14.	Maintain copies of deferral and investment elections and all changes made	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
15.	Collect and maintain copies of beneficiary designations and changes to same	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
16.	If Plan does not provide for full and immediate vesting, determine initial vesting computation period	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>

**III. CONTRIBUTION DETERMINATION**

17.	Identify census parameters	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
18.	Provide census information to determine contribution limits, vesting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
19.	If Employees are not immediately eligible, determine employees eligible to participate in each type of contribution allocation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
20.	Verify type of contributions made (pre-tax deferral, Roth, employer, rollovers, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
21.	If compensation is excluded, determine includible compensation for participant for each type of contribution, if different	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
22.	Determine amount of each type of employer contribution for each participant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
23.	If Plan accepts Employer contributions, determine amount of true-up matching contribution at year end (if any)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
24.	If Plan accepts Employer contributions, verify that matching contributions do not exceed plan defined limits	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
25.	If Plan accepts Employer contributions, determine maximum contribution under IRC §415 and verify that contributions do not exceed that limit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
26.	Determine and maintain records of separate accounting for all types of contributions	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

**ADMINISTRATIVE APPENDIX**

**Non-ERISA 403(b)  
FOR PUBLIC SCHOOLS**

TPA	Vendor(s)	Employer	Other (specify)	N/A
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**IV. VESTING AND FORFEITURES**

27.	Determine and maintain records of vesting service	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
28.	Determine and maintain records of vested percent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
29.	Determine timing of forfeiture from a participant's account	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
30.	Determine use of forfeiture	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
31.	Determine amount to be contributed based on use of forfeitures to reduce employer contribution (if applicable)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

**V. OTHER ALLOCATIONS**

32.	Allocate investment gains/losses	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
33.	Allocate contribution	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

**VI. ANNUAL COMPLIANCE LIMITATIONS**

34.	Prepare annual Universal Availability Notice	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
35.	Deliver annual Universal Availability Notice	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
36.	Monitor statutory limits – Annual 415 limit, Compensation §401(a)(17), Elective Deferrals §402(g), Age 50 Catch-up §414(v), 15 year Catch-up	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
37.	Determine if additional plans must be aggregated with this Plan for overall limits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

**VII. ELECTIVE DEFERRALS**

38.	Process and verify deferral elections each payroll period to ensure proper deferral by participant, including deferral changes	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
39.	Reconcile deferral changes made between payrolls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
40.	Provide annual mandatory notices (Universal Availability, Automatic Enrollment, Other _____) (if applicable)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
41.	If Universal Availability failed, determine amount to be contributed with lost earnings. Amounts are contributed as earmarked as a QNEC (employer contribution). Amend plan to accept QNECs if necessary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>

		TPA	Vendor(s)	Employer	Other (specify)	N/A
42.	Ensure deposits of salary deferrals are made to Vendor within required timeframe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<b>VIII. DISTRIBUTIONS OF BENEFITS</b>						
43.	Prepare and maintain distribution notices and elections	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
44.	Provide distribution forms to participant, including 402(f) notice for rollover information	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
45.	Review distribution forms to see if fully completed and signed by appropriate parties	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
46.	Evaluate eligibility to receive a distribution	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
47.	Authorize distributions and other transactions	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
48.	Confirm vested interest on termination of employment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
49.	Determine amount to be distributed	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
50.	If Plan permits Roth Deferrals, determine basis in Roth Distributions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
51.	If Plan permits Roth Deferrals, determine and maintain beginning date for Roth qualification period	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
52.	If Plan permits Roth Deferrals, determine whether Roth distribution is qualified	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
53.	Proper Income tax withholding deposit made and IRS reporting on Form 945	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
54.	Form 1099-R provided to participant and IRS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
55.	Determine cash-out amounts for the year (e.g., accounts for terminated participants with less than \$1,000 value). Only available for Group Annuities or Group Custodial Agreements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
56.	If elected under the Plan, determine amounts to be moved to an automatic IRA rollover (e.g., amounts for terminated participants with \$1,000 to \$5,000 in value)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
57.	If permitted under the Plan, evaluate eligibility for hardship distribution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
58.	If permitted under the Plan, notify of ceasing deferrals for 6 months, confirm that deferrals have ceased, solicit new deferral form after 6 months	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

**ADMINISTRATIVE APPENDIX**

**Non-ERISA 403(b)  
FOR PUBLIC SCHOOLS**

		TPA	Vendor(s)	Employer	Other (specify)	N/A
59.	Evaluate proposed QDRO to determine if it qualifies as such	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
60.	Communicate to participant/former spouse regarding QDRO receipt (and provide copy of QDRO Policy) and QDRO determination	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	attorney	<input type="checkbox"/>
61.	Segregate account and initiate distribution to Alternate Payee	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
62.	Authorize and verify requirements for Exchanges, 403(b) Transfers and Transfers to State DB Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

**IX. PARTICIPANT LOAN, IF AVAILABLE**

63.	Provide copy of loan procedure/policies to participants	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
64.	Prepare and retain loan documents (e.g., promissory note, etc.) for each participant loan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	participant	<input type="checkbox"/>
65.	Determine maximum amount that may be borrowed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
66.	Provide Loan Request Forms to participants	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
67.	Confirm proper completion of loan application	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
68.	Approve loan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
69.	Verify that proper loan payment procedures are in place	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
70.	Determine defaulted and offset loans	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
71.	Prepare Form 1099-R on defaulted loan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

**X. MISCELLANEOUS**

72.	Identify participants required to take a Required Minimum Distribution (RMD), including terminated employees, beneficiaries	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
73.	Provide timely notice of RMD requirement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
74.	Determine minimum distribution amount	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	participant	<input type="checkbox"/>
75.	Annually review of all Vendor documents including distribution forms, custodial agreements, annuity contracts, withholding notices and elections, etc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

TPA	Vendor(s)	Employer	Other (specify)	N/A
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**XI. PLAN QUALIFICATION**

76.	Prepare Plan document	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
77.	Prepare Amendments, Required and optional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
78.	Prepare written procedures/policies, where applicable	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>

**PART B: PLAN VENDOR SCHEDULE**

This Schedule may be amended from time to time and must be completed and executed by the Employer. Complete multiple pages if necessary.

Please note the following procedures for Transfer/Exchanges:

- The minimum amount for Transfers/Exchanges shall be \$0 (*the default shall be \$0*).
- Exchanges will be permitted between all Approved Vendors in section I and from Deselected Vendors in section II unless otherwise restricted. Please specify any restrictions here: \_\_\_\_\_.
- Transfers are permitted at any time unless restricted as follows: \_\_\_\_\_.

**I. LIST OF APPROVED VENDORS**

These Vendors are authorized to receive ongoing contributions and incoming Transfers and Exchanges (unless restricted above) from Approved Vendors and Deselected Vendors.

Name of Vendor	Address	Contact Person	Phone and Email	Funding Vehicle	
				Custodial Agreement	Annuity Contract
Ameriprise	Marshall, MN	Patty Groff	patricia.2.groff@ampf.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ESI/EM	Willmar, MN	Brandt Wendland	brandtw@efsadvisors.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>
VOYA	Marshall, MN	Carla Goedtke	Carla@investors-choice.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Thrivent Financial	Granite Falls, MN	Mark Jensen	mark.jensen@thrivent.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>
VALIC	Howard Lake, MN	Curt LeVang	Curtis.levang@aigretirement.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>

**II. LIST OF DESELECTED VENDORS**

Exchanges will be permitted from section II Vendors to section I Vendors. However, section II Vendors may not receive Exchanges and Transfers and the assets are not available for Participant Loans and Hardship Distributions unless other procedures apply; specify: \_\_\_\_\_.

Name of Vendor	Address	Contact Person	Phone and Email	Funding Vehicle	
				Custodial Agreement	Annuity Contract
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>

Employer Name: **Yellow Medicine East ISD 2190**

Effective Date of Plan Vendor Schedule:  Immediate; or  on \_\_\_\_\_, 20\_\_\_\_.

Note: The Plan Vendor Schedule is no longer a part of the 403(b) Plan document. Employers may therefore change the investment providers without completing a new Adoption Agreement.



# Yellow Medicine East, ISD 2190

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## BOARD OF EDUCATION - AGENDA ANALYSIS

**AGENDA ITEM:** 11.1  
**MEETING DATE:** October 14, 2019  
**SUBJECT:** Policy Updates

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

### BACKGROUND/RATIONALE:

This the second reading for the following policies:

- Policy 414 - Mandated Reporting
- Policy 419 - Tobacco-Free Environment
- Policy 532 - Use of Peace Officers
- Policy 603 - Curriculum Development
- Policy 611 - Home Schooling

Redline masters are attached that will show you the changes from the previous policy.

**PRESENTER(S):**  
Superintendent Schneider

**COMMITTEE:**  
Full Board of Education

### SUPERINTENDENT RECOMMENDATION:

I recommend approving the second reading of these policies.

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 414

Orig. 1995

Revised: \_\_\_\_\_

Rev. ~~2016~~ 2019

#### **414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE**

*[Note: This policy reflects the mandatory law regarding reporting of maltreatment of minors and is not discretionary in nature.]*

##### **I. PURPOSE**

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected child neglect or physical or sexual abuse.

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

- A. The policy of the school district is to fully comply with Minn. Stat. § 626.556 requiring school personnel to report suspected child neglect or physical or sexual abuse.
- B. A violation of this policy occurs when any school personnel fails to immediately report instances of child neglect or physical or sexual abuse when the school personnel knows or has reason to believe a child is being neglected or physically or sexually abused or has been neglected or physically or sexually abused within the preceding three years.

##### **III. DEFINITIONS**

- A. “Accidental” means a sudden, not reasonably foreseeable, and unexpected occurrence or event which:
  - 1. is not likely to occur and could not have been prevented by exercise of due care; and
  - 2. if occurring while a child is receiving services from a facility, happens when the facility and the employee or person providing services in the facility are in compliance with the laws and rules relevant to the occurrence of event.
- B. “Child” means one under age 18 and, for purposes of Minn. Stat. Ch. 260C (Child Protection) and Minn. Stat. Ch. 260D (Child in Voluntary Foster Care for Treatment), includes an individual under age 21 who is in foster care pursuant to Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18).
- C. “Immediately” means as soon as possible but in no event longer than 24 hours.

- D. “Mandated reporter” means any school personnel who knows or has reason to believe a child is being neglected or physically or sexually abused, or has been neglected or physically or sexually abused within the preceding three years.
- E. “Neglect” means the commission or omission of any of the acts specified below, other than by accidental means:
1. failure by a person responsible for a child’s care to supply a child with necessary food, clothing, shelter, health care, medical care, or other care required for the child’s physical or mental health when reasonably able to do so, including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a physician and is due to parental neglect;
  2. failure to protect a child from conditions or actions that seriously endanger the child’s physical or mental health when reasonably able to do so;
  3. failure to provide for necessary supervision or child care arrangements appropriate for a child after considering factors such as the child’s age, mental ability, physical condition, length of absence, or environment, when the child is unable to care for his or her own basic needs or safety or the basic needs or safety of another child in his or her care;
  4. failure to ensure that a child is educated in accordance with state law, which does not include a parent’s refusal to provide his or her child with sympathomimetic medications;
  5. prenatal exposure to a controlled substance used by the mother for a nonmedical purpose, as evidenced by withdrawal symptoms in the child at birth, results of a toxicology test performed on the mother at delivery or the child’s birth, or medical effects or developmental delays during the child’s first year of life that medically indicate prenatal exposure to a controlled substance or the presence of a fetal alcohol spectrum disorder;
  6. medical neglect as defined by Minn. Stat. § 260C.007, Subd. 4 6, Clause (5);
  7. chronic and severe use of alcohol or a controlled substance by a parent or person responsible for the care of the child that adversely affects the child’s basic needs and safety; or
  8. emotional harm from a pattern of behavior which contributes to impaired emotional functioning of the child which may be demonstrated by a substantial and observable effect in the child’s behavior, emotional response, or cognition that is not within the normal range for the child’s age and stage of development, with due regard to the child’s culture.

Neglect does not include spiritual means or prayer for treatment or care of disease

where the person responsible for the child's care in good faith has selected and depended on those means for treatment or care of disease, except where the lack of medical care may cause serious danger to the child's health.

- F. "Nonmaltreatment mistake" means: (1) at the time of the incident, the individual was performing duties identified in the center's child care program plan required under Minn. Rules Part 9503.0045; (2) the individual has not been determined responsible for a similar incident that resulted in a finding of maltreatment for at least seven years; (3) the individual has not been determined to have committed a similar nonmaltreatment mistake under this paragraph for at least four years; (4) any injury to a child resulting from the incident, if treated, is treated only with remedies that are available over the counter, whether ordered by a medical professional or not; and (5) except for the period when the incident occurred, the facility and the individual providing services were both in compliance with all licensing requirements relevant to the incident. This definition only applies to child care centers licensed under Minn. Rules Ch. 9503.
- G. "Physical abuse" means any physical injury, mental injury, or threatened injury, inflicted by a person responsible for the child's care other than by accidental means; or any physical or mental injury that cannot reasonably be explained by the child's history of injuries or any aversive or deprivation procedures, or regulated interventions, that have not been authorized by Minn. Stat. § 125A.0942 or § 245.825.

Abuse does not include reasonable and moderate physical discipline of a child administered by a parent or legal guardian which does not result in an injury. Abuse does not include the use of reasonable force by a teacher, principal, or school employee as allowed by Minn. Stat. § 121A.582.

Actions which are not reasonable and moderate include, but are not limited to, any of the following: (1) throwing, kicking, burning, biting, or cutting a child; (2) striking a child with a closed fist; (3) shaking a child under age three; (4) striking or other actions which result in any nonaccidental injury to a child under 18 months of age; (5) unreasonable interference with a child's breathing; (6) threatening a child with a weapon, as defined in Minn. Stat. § 609.02, Subd. 6; (7) striking a child under age one on the face or head; (8) striking a child who is at least age one but under age four on the face or head, which results in an injury; (9) purposely giving a child poison, alcohol, or dangerous, harmful, or controlled substances which were not prescribed for the child by a practitioner, in order to control or punish the child, or giving the child other substances that substantially affect the child's behavior, motor coordination, or judgment or that result in sickness or internal injury, or subject the child to medical procedures that would be unnecessary if the child were not exposed to the substances; (10) unreasonable physical confinement or restraint not permitted under Minn. Stat. § 609.379 including, but not limited to, tying, caging, or chaining; or (11) in a school facility or school zone, an act by a person responsible for the child's care that is a violation under Minn. Stat. § 121A.58.

- H. “Report” means any communication received by the local welfare agency, police department, county sheriff, or agency responsible for child protection pursuant to this section that describes neglect or physical or sexual abuse of a child and contains sufficient content to identify the child and any person believed to be responsible for the neglect or abuse, if known.
- I. “School personnel” means professional employee or professional’s delegate of the school district who provides health, educational, social, psychological, law enforcement, or child care services.
- J. “Sexual abuse” means the subjection of a child by a person responsible for the child’s care, by a person who has a significant relationship to the child (as defined in Minn. Stat. § 609.341, Subd. 15), or by a person in a current or recent position of authority (as defined in Minn. Stat. § 609.341, Subd. 10) to any act which constitutes a violation of Minnesota statutes prohibiting criminal sexual conduct. Such acts include sexual penetration, ~~as well as~~ sexual contact, solicitation of children to engage in sexual conduct, and communication of sexually explicit materials to children. Sexual abuse also includes any act involving a minor which constitutes a violation of Minnesota statutes prohibiting prostitution or use of a minor in a sexual performance. Sexual abuse includes all reports of known or suspected child sex trafficking involving a child who is identified as a victim of sex trafficking. Sexual abuse includes threatened sexual abuse which includes the status of a parent or household member who has committed a violation which requires registration under Minn. Stat. § 243.166, Subd. 1b(a) or (b) (Registration of Predatory Offenders).

~~*[Note: The inclusion of sex trafficking becomes effective on May 29, 2017.]*~~

- K. “Mental injury” means an injury to the psychological capacity or emotional stability of a child as evidenced by an observable or substantial impairment in the child’s ability to function within a normal range of performance and behavior with due regard to the child’s culture.
- L. “Person responsible for the child’s care” means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school employees or agents, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching.
- M. “Threatened injury” means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child’s care who has subjected the child to, or failed to protect a child from, egregious harm, or a person whose parental rights were involuntarily terminated, been found palpably unfit, or one from whom legal and physical

custody of a child has been involuntarily transferred to another.

#### IV. REPORTING PROCEDURES

- A. A mandated reporter as defined herein shall immediately report the neglect or physical or sexual abuse, which he or she knows or has reason to believe is happening or has happened within the preceding three years, to the local welfare agency, police department, county sheriff, tribal social services, or tribal police department. The reporter will include his or her name and address in the report.
- B. If the immediate report has been made orally, by telephone or otherwise, the oral report shall be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff, local welfare agency, or agency responsible for assisting or investigating maltreatment. The written report shall identify the child, any person believed to be responsible for the abuse or neglect of the child if the person is known, the nature and extent of the abuse or neglect and the name and address of the reporter.
- C. Regardless of whether a report is made, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident has occurred ~~and~~ that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.
- D. A mandated reporter who knows or has reason to know of the deprivation of parental rights or the kidnapping of a child shall report the information to the local police department or the county sheriff.
- E. With the exception of a health care professional or a social service professional who is providing the woman with prenatal care or other health care services, a mandated reporter shall immediately report to the local welfare agency if the person knows or has reason to believe that a woman is pregnant and has used a controlled substance for a nonmedical purpose during the pregnancy, including, but not limited to, tetrahydrocannabinol, or has consumed alcoholic beverages during the pregnancy in any way that is habitual or excessive.
- F. A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, up to and including termination of employment.
- G. Submission of a good faith report under Minnesota law and this policy will not adversely affect the reporter's employment, or the child's access to school.
- H. Any person who knowingly or recklessly makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury, and the reckless making of a false

report may result in discipline. The court may also award attorney's fees.

*[Note: The Minnesota Department of Education (MDE) is responsible for assessing or investigating allegations of child maltreatment in schools. Although a report may be made to any of the agencies listed in Section IV. A., above, and there is no requirement to file more than one report, if the initial report is not made to MDE, it would be helpful to MDE if schools also report to MDE.]*

## V. INVESTIGATION

- A. The responsibility for investigating reports of suspected neglect or physical or sexual abuse rests with the appropriate county, state, or local agency or agencies. The agency responsible for assessing or investigating reports of child maltreatment has the authority to interview the child, the person or persons responsible for the child's care, the alleged perpetrator, and any other person with knowledge of the abuse or neglect for the purpose of gathering the facts, assessing safety and risk to the child, and formulating a plan. The investigating agency may interview the child at school. The interview may take place outside the presence of a school official. The investigating agency, not the school, is responsible for either notifying or withholding notification of the interview to the parent, guardian or person responsible for the child's care. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded.
- B. When the investigating agency determines that an interview should take place on school property, written notification of intent to interview the child on school property will be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school property.
- C. Except where the alleged perpetrator is believed to be a school official or employee, the time and place, and manner of the interview on school premises shall be within the discretion of school officials, but the local welfare or law enforcement agency shall have the exclusive authority to determine who may attend the interview. The conditions as to time, place, and manner of the interview set by the school officials shall be reasonable and the interview shall be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school officials and the local welfare or law enforcement agency. Every effort must be made to reduce the disruption of the educational program of the child, other students, or school employees when an interview is conducted on school premises.
- D. Where the alleged perpetrator is believed to be a school official or employee, the school district shall conduct its own investigation independent of MDE and, if involved, the local welfare or law enforcement agency.

- E. Upon request by MDE, the school district shall provide all requested data that are relevant to a report of maltreatment and are in the possession of a school facility, pursuant to an assessment or investigation of a maltreatment report of a student in school. The school district shall provide the requested data in accordance with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

## **VI. MAINTENANCE OF SCHOOL RECORDS CONCERNING ABUSE OR POTENTIAL ABUSE**

- A. When a local welfare or local law enforcement agency determines that a potentially abused or abused child should be interviewed on school property, written notification of the agency's intent to interview on school property must be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct the interview. The notification shall be private data. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notice or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation has been concluded.
- B. All records regarding a report of maltreatment, including any notification of intent to interview which was received by the school as described above in Paragraph A., shall be destroyed by the school only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

## **VII. PHYSICAL OR SEXUAL ABUSE AS SEXUAL HARASSMENT OR VIOLENCE**

Under certain circumstances, alleged physical or sexual abuse may also be sexual harassment or violence under Minnesota law. If so, the duties relating to the reporting and investigation of such harassment or violence may be applicable.

## **VIII. DISSEMINATION OF POLICY AND TRAINING**

- A. This policy shall appear in school personnel handbooks.
- B. The school district will develop a method of discussing this policy with school personnel.
- C. This policy shall be reviewed at least annually for compliance with state law.

**Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 121A.58 (Corporal Punishment)  
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)  
Minn. Stat. § 125A.0942 (Standards for Restrictive Procedures)  
Minn. Stat. § 243.166, Subd. 1b(a)(b) (Registration of Predatory

Offenders)  
Minn. Stat. § 245.825 (Use of Aversive or Deprivation Procedures)  
Minn. Stat. § 260C.007, Subd. 4 6, Clause (5) (Child in Need of Protection)  
Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18)  
Minn. Stat. Ch. 260D (Child in Voluntary Foster Care for Treatment)  
Minn. Stat. § 609.02, Subd. 6 (Definitions – Dangerous Weapon)  
Minn. Stat. § 609.341, Subd. 10 (Definitions – Position of Authority)  
Minn. Stat. § 609.341, Subd. 15 (Definitions – Significant Relationship)  
Minn. Stat. § 609.379 (Reasonable Force)  
Minn. Stat. § 626.556 *et seq.* (Reporting of Maltreatment of Minors)  
Minn. Stat. § 626.5561 (Reporting of Prenatal Exposure to Controlled Substances)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

***Cross References:*** MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 419

Orig. 1995

Revised: \_\_\_\_\_

Rev. ~~2017~~ 2019

**419 TOBACCO-FREE ENVIRONMENT; POSSESSION AND USE OF TOBACCO, TOBACCO-RELATED DEVICES, AND ELECTRONIC DELIVERY DEVICES**

*[Note: School districts are not required by statute to have a policy addressing these issues. However, Minn. Stat. § 144.416 requires that entities that control public places must make reasonable efforts to prevent smoking in public places, including the posting of signs or any other means which may be appropriate.]*

**I. PURPOSE**

The purpose of this policy is to maintain a learning and working environment that is tobacco free.

**II. GENERAL STATEMENT OF POLICY**

- A. A violation of this policy occurs when any student, teacher, administrator, other school personnel of the school district, or person smokes or uses tobacco, tobacco-related devices, or carries or uses an activated electronic cigarette delivery device in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- B. A violation of this policy occurs when any elementary school, middle school, or secondary school student possesses any type of tobacco, tobacco-related devices, or electronic cigarette delivery devices in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls and includes vehicles used, in whole or in part, for school purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or person who is found to have violated this policy.

*[Note: The following language is not required by law but is recommended by MSBA for inclusion in this policy.]*

- D. *The school district will not solicit or accept any contributions or gifts of money, curricula, materials, or equipment from companies that directly manufacture*

*and are identified with tobacco products, tobacco-related devices, or electronic e-cigarettes delivery devices. The school district will not promote or allow promotion of tobacco products or e-cigarettes electronic delivery devices on school property or at school-sponsored events.*

### III. TOBACCO AND TOBACCO-RELATED DEVICES DEFINED

- A. ~~“Electronic e-cigarette delivery device” means any oral device that provides a vapor of liquid nicotine, lobelia, and/or other similar substance intended for human consumption, and the use or inhalation of which simulates smoking. The term shall include any such devices, whether they are manufactured, distributed, marketed, or sold as e-cigarettes, e-cigars, e-pipes, or under another product name or descriptor~~ means any product containing or delivering nicotine, lobelia, or any other substance intended for human consumption that can be used by a person to simulate smoking in the delivery of nicotine or any other substance through inhalation of vapor from the product. Electronic delivery device includes any component part of a product, whether or not marketed or sold separately. Electronic delivery device does not include any product that has been approved or certified by the United States Food and Drug Administration for sale as a tobacco-cessation product, as a tobacco-dependence product, or for other medical purposes, and is marketed and sold for such an approved purpose.
- B. “Tobacco” means cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including, but not limited to, cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco.
- C. “Tobacco-related devices” means cigarette papers or pipes for smoking or other devices intentionally designed or intended to be used in a manner which enables the chewing, sniffing, smoking, or inhalation of vapors of tobacco or tobacco products. Tobacco-related devices include components of tobacco-related devices which may be marketed or sold separately.
- D. “Smoking” means inhaling, ~~or~~ exhaling, smoke from burning, or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted ~~tobacco or plant~~ or heated ~~product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation.~~ Smoking ~~also~~ includes carrying or using an activated electronic delivery device, a lighted cigar, cigarette, pipe, or any other lighted tobacco or plant product intended for inhalation and the use of electronic cigarettes, including the inhaling and exhaling of vapor from any electronic delivery device.

### IV. EXCEPTIONS

- A. A violation of this policy does not occur when an Indian adult lights tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony. An Indian is a person who is a member of an Indian tribe as defined under Minnesota law.
- B. A violation of this policy does not occur when an adult nonstudent possesses a tobacco or nicotine product that has been approved by the United States Food and Drug Administration for sale as a tobacco-cessation product, as a tobacco-dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose. Nothing in this exception authorizes smoking or use of tobacco, tobacco-related devices, or electronic delivery devices on school property or at off-campus events sponsored by the school district.

## **V. ENFORCEMENT**

- A. All individuals on school premises shall adhere to this policy.
- B. Students who violate this tobacco-free policy shall be subject to school district discipline procedures.
- C. School district administrators and other school personnel who violate this tobacco-free policy shall be subject to school district discipline procedures.
- D. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota or federal law, and school district policies.
- E. Persons who violate this tobacco-free policy may be referred to the building administration or other school district supervisory personnel responsible for the area or program at which the violation occurred.
- F. School administrators may call the local law enforcement agency to assist with enforcement of this policy. Smoking or use of any tobacco product in a public school is a violation of the Minnesota Clean Indoor Air Act and/or the Freedom to Breathe Act of 2007 and is a petty misdemeanor. A court injunction may be instituted against a repeated violator.
- G. No persons shall be discharged, refused to be hired, penalized, discriminated against, or in any manner retaliated against for exercising any right to a smoke-free environment provided by the Freedom to Breathe Act of 2007 or other law.

## **VI. DISSEMINATION OF POLICY**

- A. This policy shall appear in the student handbook.
- B. The school district will develop a method of discussing this policy with students and employees.

***Legal References:*** Minn. Stat. §§ 144.411-144.417 (Minnesota Clean Indoor Air Act)  
Minn. Stat. § 609.685 (Sale of Tobacco to Children)  
2007 Minn. Laws Ch. 82 (Freedom to Breathe Act of 2007)

***Cross References:*** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA Service Manual, Chapter 2, Students; Rights, Responsibilities and Behavior

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 532

Orig. 2003

Revised: \_\_\_\_\_

Rev. ~~2015~~ 2019

## **532 USE OF PEACE OFFICERS AND CRISIS TEAMS TO REMOVE STUDENTS WITH IEPs FROM SCHOOL GROUNDS**

*[Note: School districts are required by statute to have a policy addressing these issues.]*

*[Note: Minnesota Laws 2009, Chapter 96, made a number of changes to the laws and rules governing the use of “conditional procedures” with respect to special education students. Specifically, Chapter 96 repealed, EFFECTIVE AUGUST 1, 2011, Minn. Stat. §§ 121A.66, 121A.67, Subd. 1, as well as Minn. Rules 3525.0210, Subparts 5, 6, 9, 13, 17, 29, 30, 46, 47, and 3525.2900, Subp. 5. These laws and rules were replaced, effective August 1, 2011, with a restrictive procedures law which generally addresses the restraint of special education students. Also note that the restrictive procedures law contains a significant staff training component, found at Minn. Stat. § 125A.0942, Subds. 1, 2, and 5. Staff who intend to use restrictive procedures must be trained in the areas specified in Subd. 5 to use these procedures.]*

### **I. PURPOSE**

The purpose of this policy is to describe the appropriate use of peace officers and crisis teams to remove, if necessary, a student with an individualized education program (IEP) from school grounds.

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

The school district is committed to promoting learning environments that are safe for all members of the school community. It further believes that students are the first priority and that they should be reasonably protected from physical or emotional harm at all school locations and during all school activities.

In general, all students, including those with IEPs, are subject to the terms of the school district’s discipline policy. Building level administrators have the leadership responsibility to maintain a safe, secure, and orderly educational environment within which learning can occur. Corrective action to discipline a student and/or modify a student’s behavior will be taken by staff when a student’s behavior violates the school district’s discipline policy.

If a student with an IEP engages in conduct which, in the judgment of school personnel, endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, that student may be removed from school grounds in accordance with this policy.

### **III. DEFINITIONS**

For purposes of this policy, the following terms have the meaning given them in this section:

- A. “Student with an IEP” or “the student” means a student who is eligible to receive special education and related services pursuant to the terms of an IEP or an individual interagency intervention plan (IIIP).
- B. “Peace officer” means an employee or an elected or appointed official of a political subdivision or law enforcement agency who is licensed by the Board of Peace Officer Standards and Training, charged with the prevention and detection of crime and the enforcement of general criminal laws of the state and who has the full power of arrest. The term “peace officer” includes a person who serves as a sheriff, a deputy sheriff, a police officer, or a state patrol trooper.
- C. “Police liaison officer” is a peace officer who, pursuant to an agreement between the school district and a political subdivision or law enforcement agency, is assigned to a school building for all or a portion of the school day to provide law enforcement assistance and support to the building administration and to promote school safety, security, and positive relationships with students.
- D. “Crisis team” means a group of persons, which may include teachers and non-teaching school personnel, selected by the building administrator in each school building who have received crisis intervention training and are responsible for becoming actively involved with resolving crises. The building administrator or designee shall serve as the leader of the crisis team.
- E. The phrase “remove the student from school grounds” is the act of securing the person of a student with an IEP and escorting that student from the school building or school activity at which the student with an IEP is located.
- F. “Emergency” means a situation where immediate intervention is needed to protect a child or other individual from physical injury.
- G. All other terms and phrases used in this policy shall be defined in accordance with applicable state and federal law or ordinary and customary usage.

#### **IV. REMOVAL OF STUDENTS WITH IEPs FROM SCHOOL GROUNDS**

##### **A. Removal By Crisis Team**

If the behavior of a student with an IEP escalates to the point where the student’s behavior endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, the school building’s crisis team may be summoned. The crisis team may attempt to de-escalate the student’s behavior by means including, but not limited to, those described in the student’s IEP and/or behavior intervention plan. When such measures fail, or when the

crisis team determines that the student's behavior continues to endanger or may endanger the health, safety, or property of the student, other students, staff members, or school property, the crisis team may remove the student from school grounds.

If the student's behavior cannot be safely managed, school personnel may immediately request assistance from the police liaison officer or a peace officer.

**B. Removal By Police Liaison Officer or Peace Officer**

If a student with an IEP engages in conduct which endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, the school building's crisis team, building administrator, or the building administrator's designee, may request that the police liaison officer or a peace officer remove the student from school grounds.

If a student with an IEP is restrained or removed from a classroom, school building, or school grounds by a peace officer at the request of a school administrator or school staff person during the school day twice in a 30-day period, the student's IEP team must meet to determine if the student's IEP is adequate or if additional evaluation is needed.

Whether or not a student with an IEP engages in conduct which endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, school district personnel may report a crime committed by a student with an IEP to appropriate authorities. If the school district reports a crime committed by a student with an IEP, school personnel shall transmit copies of the special education and disciplinary records of the student for consideration by appropriate authorities to whom it reports the crime, to the extent that the transmission is permitted by the Family Education Rights and Privacy Act (FERPA), the Minnesota Government Data Practices Act, and school district's policy, Protection and Privacy of Pupil Records.

***[Note: If the school district uses a different reference name for its student records policy, insert that name in place of the reference to Protection and Privacy of Pupil Records, which is the title of MSBA/MASA Model Policy 515.]***

The fact that a student with an IEP is covered by special education law does not prevent state law enforcement and judicial authorities from exercising their responsibilities with regard to the application of federal and state law to crimes committed by a student with an IEP.

**C. Reasonable Force Permitted**

In removing a student with an IEP from school grounds, a building administrator, other crisis team members, or the police liaison officer or other agents of the school district, whether or not members of a crisis team, may use reasonable force

when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.

In removing a student with an IEP from school grounds, police liaison officers and school district personnel are further prohibited from engaging in the following conduct:

1. Corporal punishment prohibited by Minn. Stat. § 121A.58;
2. Requiring a child to assume and maintain a specified physical position, activity, or posture that induces physical pain;
3. Totally or partially restricting a child's senses as punishment;
4. Denying or restricting a child's access to equipment and devices such as walkers, wheel chairs, hearing aids, and communication boards that facilitate the child's functioning except when temporarily removing the equipment or device is needed to prevent injury to the child or others or serious damage to the equipment or device, in which case the equipment or device shall be returned to the child as soon as possible;
5. Interacting with a child in a manner that constitutes sexual abuse, neglect, or physical abuse under Minn. Stat. § 626.556;
6. Physical holding (as defined in Minn. Stat. § 125A.0941) that restricts or impairs a child's ability to breathe, restricts or impairs a child's ability to communicate distress, places pressure or weight on a child's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen, or results in straddling a child's torso;
7. Withholding regularly scheduled meals or water; and/or
8. Denying a child access to toilet facilities.

D. Parental Notification

The building administrator or designee shall make reasonable efforts to notify the student's parent or guardian of the student's removal from school grounds as soon as possible following the removal.

E. Continued Removals; Review of IEP

Continued and repeated use of the removal process described herein must be reviewed in the development of the individual student's IEP or IIP.

F. Effect of Policy in an Emergency; Use of Restrictive Procedures

A student with an IEP may be removed in accordance with this policy regardless of whether the student's conduct would create an emergency.

If the school district seeks to remove a student with an IEP from school grounds under this policy due to behaviors that constitute an emergency and the student's IEP, IIP, or behavior intervention plan authorizes the use of one or more restrictive procedures, the crisis team may employ those restrictive procedures, in addition to any reasonable force that may be necessary, to facilitate the student's removal from school grounds, as long as the crisis team members who are implementing the restrictive procedures have received the training required by Minn. Stat § 125A.0942, Subd. 5, and otherwise comply with the requirements of § 125A.0942.

G. Reporting to the Minnesota Department of Education (MDE)

Annually, stakeholders may recommend, as necessary, to the Commissioner of MDE (Commissioner) specific and measurable implementation and outcome goals for reducing the use of restrictive procedures. The Commissioner must submit to the Legislature a report on districts' progress in reducing the use of restrictive procedures that recommends how to further reduce these procedures and eliminate the use of ~~prone restraints~~ seclusion. By ~~June 30~~ January 15, April 15, July 15, and October 15 of each year, districts must report ~~summary data on the use of restrictive procedures to the MDE~~, in a form and manner determined by the Commissioner, about individual students who have been secluded. By July 15 each year, districts must report summary data. The summary data must include information ~~about~~ on the use of restrictive procedures for the prior school year, July 1 through June 30, including the use of reasonable force by school personnel that is consistent with the definition of physical holding or seclusion of a child with a disability.

- Legal References:**
- Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
  - Minn. Stat. §§ 121A.40-121A.56 (Minnesota Pupil Fair Dismissal Act)
  - Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
  - Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)
  - Minn. Stat. § 121A.67, Subd. 2 (Aversive and Deprivation Procedures)
  - Minn. Stat. §§ 125A.094-125A.0942 (Restrictive Procedures for Children with Disabilities)
  - Minn. Stat. § 609.06 (Authorized Use of Force)
  - Minn. Stat. § 609.379 (Permitted Actions)
  - 20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy (FERPA))
  - 20 U.S.C. § 1415(k)(6) (Individuals with Disabilities Education Improvement Act of 2004 (IDEA))
  - 34 C.F.R. § 300.535 (IDEA Regulation Regarding Involvement of Law Enforcement)

***Cross References:*** MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 507 (Corporal Punishment)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil  
Records)  
MSBA/MASA Model Policy 525 (Violence Prevention)  
MSBA/MASA Model Policy 806 (Crisis Management Policy)

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 603

Orig. 1995

Revised: \_\_\_\_\_

Rev. 2019

## **603 CURRICULUM DEVELOPMENT**

*[Note: Minn. Stat. § 120B.11 requires school districts to adopt a comprehensive long-term strategic plan that addresses the review of curriculum, instruction, student achievement, and assessment. MSBA/MASA Model Policies 601, 603, and 616 address these statutory requirements. In addition, MSBA/MASA Model Policies 613-615 and 617-620 provide procedures to further implement the requirements of Minn. Stat. § 120B.11.]*

### **I. PURPOSE**

The purpose of this policy is to provide direction for continuous review and improvement of the school curriculum.

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

Curriculum development shall be directed toward the fulfillment of the goals and objectives of the education program of the school district.

### **III. RESPONSIBILITY**

- A. The superintendent shall be responsible for curriculum development and for determining the most effective way of conducting research on the school district's curriculum needs and establishing a long range curriculum development program. Timelines shall be determined by the superintendent that will provide for periodic reviews of each curriculum area.
- B. A district advisory committee shall provide assistance at the request of the superintendent. The advisory committee membership shall be a reflection of the community and, to the extent possible, shall reflect the diversity of the district and its school sites, and shall include parent, teacher, support staff, student, community residents, and administration representation, and shall provide translation to the extent appropriate and practicable. Whenever possible, parents and other community residents shall comprise at least two-thirds of advisory committee members.
- C. Within the ongoing process of curriculum development, the following needs shall be addressed:
  - 1. Provide for articulation of courses of study from kindergarten through grade twelve.
  - 2. Identify minimum objectives for each course and at each elementary grade

level.

3. Provide for continuing evaluation of programs for the purpose of attaining school district objectives.
4. Provide a program for ongoing monitoring of student progress.
5. Provide for specific, particular, and special needs of all members of the student community.
6. Develop a local literacy plan to have every child reading at or above grade level no later than the end of grade 3, including English learners, and teachers providing comprehensive, scientifically based reading instruction consistent with law.
7. Integrate required and elective course standards in the scope and sequence of the district curriculum.
8. Meet all applicable requirements of the Minnesota Department of Education and federal law.

D. Students identified as not reading at grade level by the end of kindergarten, grade 1, and grade 2 must be screened for characteristics of dyslexia. Students in grade 3 or higher who demonstrate a reading difficulty to a classroom teacher must be screened for characteristics of dyslexia, unless a different reason for the reading difficulty has been identified. See Minn. Stat. § 120B.12, Subd. 2.

~~D~~ E. Students who do not meet or exceed Minnesota academic standards, as measured by the Minnesota Comprehensive Assessments that are administered during high school, shall be informed that admission to a public school is free and available to any resident under 21 years of age or who meets the requirements of Minn. Stat. § 120A.20, Subd. 1(c). A student's plan under this section shall continue while the student is enrolled.

~~E~~ F. The superintendent shall be responsible for keeping the school board informed of all state-mandated curriculum changes, as well as recommended discretionary changes, and for periodically presenting recommended modifications for school board review and approval.

~~F~~ G. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to curriculum development.

**Legal References:** Minn. Stat. § 120B.10 (Findings; Improving Instruction and Curriculum)  
Minn. Stat. § 120B.11 (School District Process)  
Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)

Minn. Stat. § 120B.125(f) (Planning for Students' Successful Transition to Postsecondary Education and Employment)  
 Minn. Rules Part 3500.0550 (Inclusive Educational Program)  
 Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)  
 Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
 Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)  
 Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)  
 Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)  
 Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)  
 Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)  
 Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)  
 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

***Cross References:***

MSBA/MASA Model Policy 604 (Instructional Curriculum)  
 MSBA/MASA Model Policy 605 (Alternative Programs)  
 MSBA/MASA Model Policy 613 (Graduation Requirements)  
 MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)  
 MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
 MSBA/MASA Model Policy 616 (School District System Accountability)  
 MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)  
 MSBA/MASA Model Policy 618 (Assessment of Student Achievement)  
 MSBA/MASA Model Policy 619 (Staff Development for Standards)  
 MSBA/MASA Model Policy 620 (Credit for Learning)  
 MSBA/MASA Model Policy 623 (Mandatory Summer School Instruction)

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 611

Orig. 1996

Revised: \_\_\_\_\_

Rev. ~~2017~~ 2019

## **611 HOME SCHOOLING**

*[Note: The provisions of this policy substantially reflect statutory requirements.]*

### **I. PURPOSE**

The purpose of this policy is to recognize and provide guidelines in accordance with state law for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

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

The Compulsory Attendance Law (Minn. Stat. § 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. (Minn. Stat. § 120A.22, Subd. 1)

### **III. CONDITIONS FOR HOME SCHOOLING**

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in Minn. Stat. § 120A.22.

### **IV. IMMUNIZATION**

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

### **V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS**

Upon formal request, as required by law, the school district will provide textbooks (including a teacher's edition, guide, or other materials that accompany a textbook when the edition, guide, or materials are packaged physically or electronically with textbooks for student use), individualized instructional or cooperative learning materials (including teacher materials that accompany pupil materials), software or other educational technology, and standardized tests and loan or provide them for use by a home-schooled child as provided in Minn. Stat. § 123B.42 and Minn. Rules Ch. 3540. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a resident student provided that the school district does not incur more than an incidental

cost as a result of providing access electronically.

## **VI. PUPIL SUPPORT SERVICES**

Upon formal request, as required by law, the school district will provide pupil support services in the form of health services and counseling and guidance services to a home-schooled child as provided by Minn. Stat. § 123B.44 and Minn. Rules Ch. 3540. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for any of these purposes.

## **VII. EXTRACURRICULAR ACTIVITIES**

Resident pupils who receive instruction in a home school (in which five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students. (Minn. Stat. §§ 123B.36, Subd. 1, and 123B.49, Subd. 4)

## **VIII. SHARED TIME PROGRAMS**

Enrollment in class offerings of the school district.

- A. A home-schooled child who is a resident of the school district may enroll in classes in the school district as a shared time pupil on the same basis as other nonpublic school students. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any pupils on a shared-time basis.
- B. The school district may limit enrollment of shared-time pupils in such classes based on the capacity of a program, class, grade level, or school building. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared time pupils to classes.

*[Note: The provisions of Article VIII. - Shared Time Programs do not make a determination as to whether Shared Time Programs should be offered to any pupil. However, home-schooled children are required to be treated the same as all other nonpublic school children.]*

## **IX. OPTIONAL COOPERATIVE ARRANGEMENTS**

### **A. Activities**

- 1. Minnesota State High School League-sponsored activities (in which six or more students receive instruction in the home school or the home school students are not residents of the school district).

A home school that is a member of the Minnesota State High School League may request that the school district enter into a cooperative

sponsorship arrangement as provided in Minnesota State High School League Bylaw 403.00. The approval of such an arrangement shall be at the discretion of the school board.

- a. The home school must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.
  - b. The home school is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.
  - c. The home school is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.
2. Non-Minnesota State High School League activities in which six or more students receive instruction in the home school.

A home-schooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the school board to participate in the activity and the payment of any activity fees associated with the activity. However, home school students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the school board.

**B. Transportation Services**

1. The school district may provide nonpublic nonregular transportation services to a home-schooled child.
2. The school board of the school district retains sole discretion and control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.

***Legal References:*** Minn. Stat. § 120A.22 (Compulsory Instruction)  
Minn. Stat. § 120A.24 (Reporting)  
Minn. Stat. § 120A.26 (Enforcement and Prosecution)  
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)  
Minn. Stat. § 123B.36 (School Boards May Require Fees)  
Minn. Stat. § 123B.41 (Definitions)  
Minn. Stat. § 123B.42 (Textbooks, Individual Instruction Material,

Standard Tests)

Minn. Stat. § 123B.44 (Provision of Pupil Support Services)

Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)

Minn. Stat. § 123B.86 (Equal Treatment - Transportation)

Minn. Stat. § 123B.92 (Transportation Aid Entitlement)

Minn. Stat. § 124D.03 (Enrollment Options Program)

Minn. Rules Ch. 3540 (Textbooks, Individualized Instruction Materials,  
Standardized Tests)

***Cross References:*** MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)  
MSBA/MASA Model Policy 510 (School Activities)

# Technology Committee Meetings

## September 30th, 2019

**Members** - Ryan Luft, [Theresa Lightfoot](#), [Beth Jahn](#), [Krystle Enninga](#), [Darren Fransen](#), Scott Peterson, Jiana Roberstdahl, Lisa Hansen, [Jake Suter](#), [Trisha Jessen](#), [Stacy Hinz](#), Amanda Lecy, [Jeremy Leblanc](#), Jeremy Corner, [Rich Schneider](#)

1. MS/HS 1-to-1 Staff Technology ~ [Click Here](#)
  - a. Stacy Hinz commented that its been going pretty well with logistics, Ss are being responsible
  - b. Early out technology sessions could be a tool to support teachers
  - c. Would like an integrationist or a person to support teachers day-to-day
  - d. Some Ss are helpful to teachers/staff because they might know more
  - e. A challenge to having an integrationist work during the day is that giving up a prep period is a challenge (in order to help others)
  - f. Ss are asking for other ideas of how they can use tools
2. Back to School Rollout
  - a. MS/HS ~ issuing the devices without insurance
    - i. Repossession of uninsured devices & a plan to ensure each student has paid
    - ii. Storage of uninsured devices (daily checkout)
    - iii. Better tracking process to ensure students without insurance are not getting to use their devices outside of school
  - b. MS ~ Would like to recommend allowing the student to take them home ASAP
    - i. The teachers would like students to have access by November 1
    - ii. Some parents would like the devices for their students to decrease competition for their own devices
    - iii. Discussion about students having "Off line" access
      1. Darren Fransen will explore what is needed for off-line access by students
  - c. CB Charging issues
    - i. Teachers would like charging stations for their rooms but we have a variety of devices which require different chargers
    - ii. Concerns with students not charging devices
    - iii. Parents could be reminded to urge their students to charge their CBs at home
    - iv. Charging stations could be assembled throughout the building
3. Uninsured CBs (40 students) - ask Ryan Luft to develop check-in system, misplaced devices
4. Extra devices for teachers for their own use and to have an extra in their room for students
5. Staff Development Opportunities
  - a. Richard Byrne
  - b. MELT training is an opportunity to showcase skills or to learn from others
6. Digital Signage
  - a. Gym Area - mezzanine, commons (lunchroom)
7. Technology Inventory
  - a. Google form (inventory within your room)
  - b. Devices for storage and charging
  - c. Serial numbers

8. K-3 staff would appreciate more iPads
9. Staff Devices - updating software, printing, etc.
  - a. Remote access
  - b. Macs need a major
  - c. Keys on CBs are becoming
  - d. Devices during the summer
  - e. Security of devices
  - f. Physically checked on an annual basis or by staff members
10. Connectivity issues review the current status:
  - a. There have been less drops this week
  - b. LCTN is providing more frequent updates on the issue

## FINANCE COMMITTEE MEETINGS:

Finance Committee (quarterly) - Sonja Pederson, Jeremy LeBlanc, Sharon Rupp

- October 7, 2019 (5:30 pm)
- December 16, 2019 (5:30 pm)
- February 5, 2020 (5:30 pm)
- May 4, 2020 (5:30 pm)

### October 7, 2019

1. Discuss budget revisions:
  - a. Unaudited budget for 2018-19:
    - i. Three items could change it - general education, special education, payables
  - b. Preliminary budget for 2019-20
  - c. Safe Schools - 34.72 per ADM
  - d. ADM - 678 (October 2018 = 689, May 2019 = 679)
2. Capital Outlay:
  - a. Purchasing pickup in 2019-20 (late delivery of vehicle)
  - b. Resurfacing tennis courts - scheduling for summer 2020
  - c. Purchasing additional CBs (unpurchased mixer for Food Service, unspent funds from 2018-19)
  - d. Technology upgrades elsewhere - new computers/laptops for certain staff members (Lisa Hansen)
  - e. Available funds for 2019-20: \$185,180
  - f. Budgeted expenditures: 166,637
  - g. Fund balance as of 6-10-19: 181,615\* (\*- pickup will come from this amount)
  - h. I would like to spend up to 15,000 for the purchase of additional chromebooks & other devices
    - i. Lisa Hansen laptop = 977
    - ii. Additional laptop = 977
    - iii. Up to 50 staff/spare CB's (189 + 24 = 213) = 11,000
3. Technology Update:
  - a. 10,500 generated from CB insurance
  - b. Insurance will be used for repairs/replacement
4. SRO Agreement - [LINK](#)
  - a. Standard increases according to the city's negotiations
  - b. I asked for some flexibility in scheduling
  - c. We did not identify methods to reduce our costs or reduce our share of the contract
  - d. I would like to approve this 3-year contract during the October board meeting
5. Fagen Agreement:
  - a. Resolution [LINK](#) (approved in July)
  - b. Signed and returned (signed on 8/14/19) - [LINK](#)
6. Retirement incentives - propose during December board meeting
  - a. By January 3rd = 5,000
  - b. By March 1st = 3,000
  - c. Deposited to HSA (OPEB funds)
7. Fixed asset:
  - a. Hire someone to do a more thorough inventory
  - b. Video for insurance purposes
  - c. Fixed asset threshold - policy
    - i. Auditor is suggesting raising the threshold to 5,000
8. Bus Contract and proposal:

- a. in the future, I will ask this group how this should be handled
- b. Bennett & Bennett proposal:
  - i. Routes reduced by 1.25 due to (from 11.75 to 10.5):
    - 1. Consolidation and currently no need for ALC route
    - 2. No longer charging 0.25 routes for larger routes
    - 3. Charge us 1.15 per mile outside of district
    - 4. 0.5 route cut from Clarkfield afternoon
  - ii. Cost per route per month (9 months of routes):
    - 1. 19-20 - 4989.67 (+2.5%)
    - 2. 18-19 - 4867.98 (+2%)
    - 3. 17-18 - 4772.53 (+1%)
    - 4. 16-17 - 4725.27 (+2%)
    - 5. 15-16 - 4632.62 (-2%)
  - iii. Meal Rate: (up to 10.00 from 8.00)
  - iv. Minimum trip: (up to 50.00 from 26.64)
  - v. Drop 140.00 Special Ed but add 16.00 per hour for sit time, etc.
  - vi. Van cost = 1.20 per mile (0.81 in 2018-19)
  - vii. Bus cost:
    - 1. Activities = 1.57 per mile (1.57 in 2018-19)
    - 2. shuttles/summer school = 1.57 per mile (1.26 in 2018-19)
- 9. Video systems for buses???
- 10. Plow for pickup - bids are about 6300 and we would use the proceeds from the sale of the pickup to help offset this expense