

REGULAR SCHOOL BOARD AGENDA

International Falls Public Schools, ISD #361
Monday, October 16, 2017 at 5:00 PM
FHS Cafeteria, 1515 11th Street, International Falls, MN
District Website: www.isd361.k12.mn.us

Mission Statement: *In partnership with parents and the community, the International Falls School District will prepare every student to become a productive citizen by developing their maximum potential within a safe climate of mutual respect and trust.*

Call to Order

1. Roll Call:

Mike Holden___	Michelle Hebner___
Toni Korpi___	Heather McBride___
Terry Murray___	Ted Saxton___
Roxanne Skogstad-Ditsch___	Kevin Grover___

2. Pledge of Allegiance

Approval of Agenda

Approve Agenda as presented. Moved by _____; seconded by _____. Motion carried / failed.

Open Forum

1. Public Open Forum

Consent Agenda

Approve the Consent Agenda as presented. Moved by _____; seconded by _____. Motion carried / failed.

1. Approve past meeting minutes of September 18, 2017. 3
2. Approve current accounts payable due in amount of \$804,927.75 7
3. Approve payroll in amount of \$839,853.45 for pay periods September 15th to October 13th.
4. Acknowledge wire transfer in amount of \$1,000,000 to open Bremer Bank account.
5. Acknowledge wire transfer in amount of \$250,000 to Bremer Bank account from MN Trust/PMA.
6. Approve Concurrent Enrollment Agreement with Mesabi Range College for the 2017-2018 School Year. 33
7. Approve the hire of Melissa Fuller as regular route hourly bus driver effective September 20, 2017.
8. Approve hire of Doug Lowthian as Speech Coach for the 2017-2018 speech season.
9. Approve the revised Long Term Facility Plan. 41
10. *Accept resignation of Leah DeLack as Secondary Art Teacher with last work day under contract Friday, October 13, 2017.

Action Items

1. Approve 2017-2019 Education Minnesota Educational Support Professionals (L4798) agreement. Moved by _____, seconded by _____. Motion carried / failed. 52

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2. Approve the 2017-2019 Falls Principals Association agreement. Moved by ____, seconded by _____. Motion carried / failed. 79
3. Resolution Acceptance of Gifts / Donations. 95

Action Item #A:

1. *Approve MSHSL Application for Cooperative Sponsorship for a Wrestling program during the 2017-2018 school year. Motion by ____, seconded by _____. Motion carried / failed. 96
Board Chair, Mike Holden, to abstain from voting.

Administrative Reports

1. Melissa Tate, Elementary Principal
2. Tim Everson, Secondary Principal
3. Kevin Grover, Superintendent

Closed Session

1. Enter into closed session to discuss contract negotiations with L510. Moved by ____, seconded by _____. Motion carried / failed.

Reopen and Adjournment

1. Reopen meeting. Motion by ____, seconded by _____. Motion carried / failed.
2. Adjourn meeting. Motion by ____, seconded by _____. Motion carried / failed.

MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 361
Monday, September 18, 2017 – 5:00 p.m.
Falls High School Cafeteria

A Regular Meeting of the Board of Trustees of Independent School District #361 was held Monday, September 18, 2017, beginning at 5:00 PM in the FHS Cafeteria.

Michael Holden, Board Chair, called the meeting to order at 5:00 pm. Members present were: Michelle Hebner, Michael Holden, Toni Korpi, Heather McBride, Ted Saxton, Roxanne Skogstad-Ditsch, Terry Murray and Kevin Grover.

Moved by Michelle Hebner, seconded by Heather McBride to approve the agenda as presented with the corrections to item #13 - date of hire is September 18th and addition of item #12. Motion carried 7-0.

Public Open Forum:

None.

Consent Agenda:

Moved by Roxanne Skogstad-Ditsch, seconded by Toni Korpi to approve the consent agenda as presented. Motion carried 7-0.

1. Approve past meeting minutes of August 21, 2017.
2. Approve current accounts payable due in amount of \$531,087.69.
3. Approve payrolls for pay periods August 5 to September 1, 2017 in amount of \$379,014.64.
4. Approve contract with Paul Bunyan for phone system support and maintenance.
5. Accept resignation of Tracy Duhant, Indian Education Paraprofessional, and effective September 15, 2017.
6. Accept resignation of Jean Scholler as hourly bus driver effective 9/6/2017.
7. Approve contract service agreement with Northland Counseling Center.
8. Hire Ariana Cipriano as .78 FTE Elementary Title I and Computer Teacher for the 2017-2018 school year.
9. Hire Josh Koenig as Assistant Boys Basketball Coach for the 2017-2018 basketball season.
10. Hire Jay Boyle as Head Girls Basketball Coach for the 2017-2018 basketball season.
11. Hire Cory Miggins as Assistant Girls Basketball Coach for the 2017-2018 basketball season.
12. Hire Joseph Carlson as hourly bus driver effective September 18, 2017.
13. Hire Amber Hemstad as a paraprofessional effective September 18, 2017.
14. Second reading and adoption of School Board Policy 425 - Veteran's Preference, Hiring.
15. Second reading and adoption of School Board Policy 425 - Staff Development.
16. Second reading and adoption of School Board Policy 513 - Student Promotion, Retention and Program Design.
17. Second reading and adoption of School Board Policy 525 - Violence Prevention.
18. Second reading and adoption of School Board Policy 601 - School District Curriculum and Instructional Goals.

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INDEPENDENT SCHOOL DISTRICT NO. 361
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19. Second reading and adoption of School Board Policy 603 - Curriculum Development.
20. Second reading and adoption of School Board Policy 604 - Instructional Curriculum.
21. Second reading and adoption of School Board Policy 612 - Development of Parental Involvement Policies for the Title I Programs.
22. Certify Proposed 17 Pay 18 levy at maximum.

Action Items:

1. Moved by Michelle Hebner to approve the 2017 - 2019 contract with Education Minnesota Local 331, seconded by Ted Murray. Motion carried 7-0.
2. Resolution for Acceptance of Gifts / Donations:

Whereas, School Board Policy 706 establishes the guidelines for the acceptance of gifts or donations to the District;

Whereas, the International Falls School District Board encourages the support of the District's educational programs through gifts/donations that meet the goals and objectives of the School District;

Whereas, Minnesota Statute § 465.03 states the School Board of ISD 361 may accept a gift, grant, or device of real or personal property only by the adoption of a resolution approved by two-thirds of its members.

Therefore, be it resolved, that the School Board of International Falls Public Schools, ISD 361, accepts with appreciation the following gifts/donations received by the School District:

· Autism Support Group; Buddy Bench	\$700.00
· Jim & Carol Wherley; Project Read	\$50.00
· International Falls PIE; WEE Patio Project	\$2,000.00
· PCA International Falls Mill; FHS PBIS	\$2,500.00
· Rainy Lake Chiropractic Clinic; FHS PBIS	\$50.00
· Bremer Bank; FHS PBIS	\$150.00
· Never Ending Consignment; FHS PBIS	\$20.00
· Northern Reliable Insurance; FHS PBIS	\$250.00
· Family Chiropractic Center; FHS PBIS	\$40.00
· Thunderbird Lodge; FHS PBIS & clothing (sweatshirt, shirt, 2 hats)	\$100.00
· Krueger's Harmony Beach Resort; FHS PBIS	\$50.00
· Cedulie's Photography; FHS PBIS	\$20.00
· Rainy Lake Medical Center; FHS PBIS	\$100.00
· MN Deer Hunter's Assc; FHS PBIS	\$50.00
· Up North Builders; FHS PBIS	\$300.00
· Cine 5; Calendar Sponsorship	\$250.00
· County Market; Calendar Sponsorship	\$250.00
· Ballan Furniture; FHS PBIS	\$50.00

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- Border State Bank: FHS PBIS - Thirty (30) Charger Packs (\$150 value) non-monetary
- Sandy's Place: FHS PBIS - Ten (10) Gift Certificates (\$10/gift certificate) non-monetary
- City Drug: FHS PBIS - Five (5) Gift Certificates (\$10/gift certificate) non-monetary
- 11-71: FHS PBIS - Four (4) Gift Certificates (\$15/gift certificate) non-monetary
- Greentech Manufacturing Metal Sign (\$75 value) non-monetary
- Sha Sha: FHS PBIS; Ice Cream non-monetary
- PIE: FHS PBIS; Two (2) Bronco Book Bags non-monetary
- Timberpins: FHS PBIS; Ten (10) - Three free games of bowling certificates non-monetary
- Essentia Health: FHS PBIS; Two (2) Essentia Health water bottles non-monetary
- RRCC: FHS PBIS; Two (2) long sleeve shirts and One (1) coffee mug non-monetary

Motion by Roxanne Skogstad-Ditsch, seconded by Toni Korpi, to accept the gifts and donations.

The following voted in favor: Mike Holden, Michelle Hebner, Toni Korpi, Heather McBride, Terry Murray, Ted Saxton and Roxanne Skogstad-Ditsch.

The following voted against: None.

Whereupon the resolution was declared adopted.

3. Motion by Michelle Hebner for the following resolution,

RESOLUTION APPOINTING ELECTION JUDGES
FOR THE NOVEMBER 7, 2017
SCHOOL DISTRICT SPECIAL ELECTION

BE IT RESOLVED by the School Board of Independent School District No. 361, State of Minnesota, as follows:

1. The individuals specified on EXHIBIT A attached hereto, each of whom is qualified to serve as an election judge, are hereby appointed as judges of election for the school district's special election on November 7, 2017, to act as such at the combined polling places listed on said exhibit.

2. The election judges shall act as clerks of election, count the ballots cast and submit the results to the school board for canvass in the manner provided for other school district elections.

The motion for the adoption of the foregoing resolution was duly seconded by

Ted Saxton. On a roll call vote, the following voted in favor:

Mike Holden, Michelle Hebner, Toni Korpi, Heather McBride, Terry Murray, Ted Saxton and Roxanne Skogstad-Ditsch.

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and the following voted against: None.

whereupon said resolution was declared duly passed and adopted.

EXHIBIT A

COMBINED POLLING PLACE:

Backus Community Center

ELECTION JUDGES

Head Election Judge: Mary Mannausau

Election Judges: Vickie Bernard, Walt Buller, Betty Ewald,
Barb Howland, Beth Johnson,
Romona Johnson, Judy Keeney,
Trudy Lepper, Alyce Mannausau
Pat Norby, Debra Peterson
Judy Peterson, Nan Sather
Sharalyn Schaak, Kathy Sikkila
Pam Urban

Administrative Reports:

Melissa Tate, Elementary Principal, reported current enrollment 538. Walk to school day is October 4th and students will participate in homecoming parade on October 6th.

Tim Everson, Secondary Principal, reported current enrollment is 615. PBIS will host a book fair and glow run. Homecoming activities will include pep fest, parade and football game on October 6th.

Kevin Grover, Superintendent, reported focusing on upcoming referendum public meetings with next meeting to be held October 10th.

Adjournment:

Moved by Roxanne Skogstad-Ditsch to adjourn the meeting at 5:35 pm, seconded by Toni Korpi.

Approved Minutes:

District Clerk

Date

Board Chair

Date

October 16, 2017
October Payables Detail

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
3141	INDUSTRIAL LUBRICANT COMPANY	10/9/2017	M15294-IN	10w-30 motor oil	7601800008	\$ (523.30)
3162	EAI Education	9/13/2017	839267	CLASSROOM SUPPLIES	2561800005	\$ 6,215.21
3163	Educator Benefit Consultants, LLC	9/13/2017	38321	403b Third Party Admin Svc	1101800000	\$ 154.83
3164	Good Samaritan Society	9/13/2017	82817	Adult CPR/1st Aid Classs	0	\$ 474.00
3165	KGHS-AM	9/13/2017	82217	School Matters	101800000	\$ 99.00
3166	MIDWEST SPORTSWEAR	9/13/2017	30750	Football Jerseys and Helmets (PCA paid \$2000)	2921800000	\$ 2,967.97
	MIDWEST SPORTSWEAR	9/13/2017	30750	Football Jerseys and Helmets	2921800000	\$ 5,196.67
	MIDWEST SPORTSWEAR	9/13/2017	30796	VOLLEYBALL SUPPLIES	2921800004	\$ 799.80
	MIDWEST SPORTSWEAR	9/13/2017	30787	Football Equipment	2921800001	\$ 990.17
3167	MN SCHOOL BOARD ASSN	9/13/2017	17347ZON6H7	Association Dues FY 7/17-6/18	0	\$ 5,084.00
3168	MN TELECOMMUNICATIONS	9/13/2017	3916	Monthly Broadband Services	6051800000	\$ 1,512.50
3169	RAINY LAKE MEDICAL CENTER	9/13/2017	3069	PT/OT Therapies Services	3001800013	\$ 3,573.61
3170	SCHOLASTIC CLASSROOM MAGAZINE	9/13/2017	M6117604	Classroom Magazines	2601800000	\$ 365.37
3171	Stenberg, Casey	9/13/2017	90117	Services	6051800026	\$ 595.00
3172	THE JOURNAL	9/13/2017	83117	Advertising Local Newspaper	1101800001	\$ 1,076.79
3173	VOYAGEUR REFRIGERATION ICE INC	9/13/2017	6735	Walk in cooler repair	0	\$ 136.00
3173	VOYAGEUR REFRIGERATION ICE INC	9/13/2017	6735	Walk in cooler repair	0	\$ 132.00
	VOYAGEUR REFRIGERATION ICE INC	9/13/2017	6734	Check A/C Remotes	0	\$ 68.00
	VOYAGEUR REFRIGERATION ICE INC	9/13/2017	6733	Ice Machine Repair	0	\$ 18.00
	VOYAGEUR REFRIGERATION ICE INC	9/13/2017	6733	Ice Machine Repair	0	\$ 170.00
3174	Bagley High School	9/13/2017	CC 9/19/17	CC ENTRY FEE 9/19/17	0	\$ 120.00
3175	Hibbing ISD #701	9/13/2017	G SWIM 9/16/17	G SWIM ENTRY FEE 9/16/17	0	\$ 100.00
3176	ISD #706	9/13/2017	VB 9/9/17	VB ENTRY FEE 9/9/17	0	\$ 50.00
3177	Schaaf, Tom	9/13/2017	9/11/2017	Refund for Driver's Training Class Through Community Education	0	\$ 40.00
3178	AFT Local #331	9/15/2017	20170915ADDUI	Payroll accrual	0	\$ 3,180.21
	AFT Local #331	9/15/2017	20170915ADDUI	Payroll accrual	0	\$ 133.00
3179	Falls Education Foundation	9/15/2017	20170915ADFEF	Payroll accrual	0	\$ 25.00
3180	United Way of Northeastern MN	9/15/2017	20170915ADUW	Payroll accrual	0	\$ 10.00
3182	E-G CC Boosters	9/18/2017	CC 9/14/17	CC ENTRY FEE 9/14/17	0	\$ 85.00
3183	ISD #690	9/18/2017	CC 9/11/17	CC ENTRY FEE 9/11/17	0	\$ 80.00

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3184	ISD #696	9/18/2017	CC 9/26/17	CC ENTRY FEE 9/26/17	0 \$	75.00	
3185	MESPA (MN Elem. School Principals' A	9/18/2017	9/13/2017	Member Renewal for Melissa Tate, Falls Elementary School	0 \$	910.00	
3186	Select Account	9/18/2017	38504670	Medical FSA: 09/08/2017 - 9/18/2017	0 \$	1,311.03	
3187	CHAMBER OF COMMERCE	9/19/2017		1 Lunch and Learn Sep 29	0 \$	12.00	
3188	SWAIN CC	9/19/2017	CC 10/7/17	CC ENTRY FEE 10/7/17	0 \$	175.00	
3189	DELTA DENTAL	9/20/2017	7036574	Dental Insurance - October 2017	0 \$	6,902.84	
3190	HIBBING HS CC BOOSTER CLUB	9/21/2017	CC 9/28/17	CC MEET ENTRY FEE 9/28/17	0 \$	140.00	
3191	ISD #2154	9/22/2017	83017	16/17 Shared Staff Salary & Benefits	0 \$	8,333.35	
	ISD #2154	9/22/2017	83017	16/17 Shared Staff Salary & Benefits	0 \$	2,589.27	
3192	ISD #318	9/22/2017	90117	16/17 Tuition Billing	0 \$	4,803.24	
3193	ISD #706	9/22/2017	2017Pernu	16/17 Shared Services	0 \$	8,405.00	
	ISD #706	9/22/2017	2017Pernu	16/17 Shared Services	0 \$	3,412.25	
∞	3194	NORTHLAND LEARNING CENTER	9/22/2017	3546	FY17 Coordinator Salary & Benefits	0 \$	5,253.35
		NORTHLAND LEARNING CENTER	9/22/2017	3546	FY17 Coordinator Salary & Benefits	0 \$	1,836.13
		NORTHLAND LEARNING CENTER	9/22/2017	3789	FY17 Contract OT/PT Services	0 \$	455.00
		NORTHLAND LEARNING CENTER	9/22/2017	3728	FY17 ECSE Services	0 \$	23,316.43
		NORTHLAND LEARNING CENTER	9/22/2017	3728	FY17 ECSE Services	0 \$	3,383.39
		NORTHLAND LEARNING CENTER	9/22/2017	3750	FY17 Psych Salary & Benefits	0 \$	12,766.95
		NORTHLAND LEARNING CENTER	9/22/2017	3750	FY17 Psych Salary & Benefits	0 \$	4,017.83
		NORTHLAND LEARNING CENTER	9/22/2017	3779	FY17 Achievement Assessor Salary & Benefits	0 \$	4,862.82
		NORTHLAND LEARNING CENTER	9/22/2017	3779	FY17 Achievement Assessor Salary & Benefits	0 \$	327.92
		NORTHLAND LEARNING CENTER	9/22/2017	3799	FY17 Targeted Services	0 \$	17,781.69
		NORTHLAND LEARNING CENTER	9/22/2017	3696	FY17 Speech Partners 6/5-6/18/17	0 \$	342.00
		NORTHLAND LEARNING CENTER	9/22/2017	3689	FY17 Speech Partners	0 \$	4,182.00

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5/22-6/4/17

3195	NORTHLAND COUNSELING CENTER	9/22/2017	80317	Student Counseling Services	0	\$	487.50
3196	ARROWHEAD LIBRARY SYSTEM	9/22/2017	6823	Library Catalog System	6201800000	\$	625.00
3197	CITIZENS FOR BACKUS	9/22/2017	90117	Lease Agreement	101800001	\$	598.05
3198	COUNTY MARKET	9/22/2017	82917	Donuts for All Staff Meeting	0	\$	89.40
3199	EARTHGRAINS BAKING CO INC	9/22/2017	52526216710	FHS; Breads for Meal Service	0	\$	99.37
	EARTHGRAINS BAKING CO INC	9/22/2017	52526216657	FHS; Bread for Meal Service	0	\$	112.95
	EARTHGRAINS BAKING CO INC	9/22/2017	52526216655	FES; Bread for Meal Service	0	\$	100.70
	EARTHGRAINS BAKING CO INC	9/22/2017	52526216763	FHS; Bread for Meal Service	0	\$	183.35
	EARTHGRAINS BAKING CO INC	9/22/2017	52526216720	FES; Bread for Meal Service	0	\$	165.44
3200	Education Innovation Partners	9/22/2017	1154	Telepresence Connection	6051800042	\$	206.25
	Education Innovation Partners	9/22/2017	1174	FY18 EIP Dues	0	\$	7,085.00
3201	HOUGHTON MIFFLIN	9/22/2017	953344439	Textbooks for St Thomas School	1101800008	\$	84.75
	HOUGHTON MIFFLIN	9/22/2017	953382435	Textbooks for St Thomas School	1101800008	\$	999.40
3202	INAC, INC	9/22/2017	3033	Food & Nutrition Consulting	7701800001	\$	1,600.00
3203	ISD #712 MIB PUBLIC SCHOOLS	9/22/2017	Isd #361	17/18 MASA Dues	0	\$	100.00
3204	KOERTER'S INC	9/22/2017	119649	Gas for Small Engines	0	\$	207.23
3205	KOOCHICHING COUNTY	9/22/2017	August	Tipping Fee	0	\$	107.00
3206	MCEA	9/22/2017	5181	Comm Ed; 50% for 2017	0	\$	259.00
3207	MCGRAW HILL COMPANIES	9/22/2017	98437984001	PER Cycle Mathbooks	2561800001	\$	12,568.50
	MCGRAW HILL COMPANIES	9/22/2017	98433927001	PER Cycle Mathbooks	2561800001	\$	13,255.21
	MCGRAW HILL COMPANIES	9/22/2017	98434229001	PER Cycle Mathbooks	2561800001	\$	4,789.26
3208	MN POWER	9/22/2017	91217	Electricity Bill	8101800024	\$	385.02
	MN POWER	9/22/2017	91217	Electricity Bill	8101800024	\$	1,820.26
3208	MN POWER	9/22/2017	91217	Electricity Bill	8101800024	\$	1,626.80
	MN POWER	9/22/2017	91217	Electricity Bill	8101800024	\$	1,370.95
	MN POWER	9/22/2017	91217	Electricity Bill	8101800024	\$	4,880.38
	MN POWER	9/22/2017	91217	Electricity Bill	8101800024	\$	265.55
3209	PEPPER JW & SON INC	9/22/2017	11C94313	Music for 7-12th grade band	2581800001	\$	514.99
3210	US FOODSERVICE	9/22/2017	4179459	FES; Food for Meal Service	0	\$	545.37
	US FOODSERVICE	9/22/2017	4179459	FES; Food for Meal Service	0	\$	109.64
	US FOODSERVICE	9/22/2017	4249862	FES; Food for Meal Service	0	\$	1,608.19

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	US FOODSERVICE	9/22/2017	4381184 FES; Food for Meal Service	0 \$	2,211.18
	US FOODSERVICE	9/22/2017	4440369 FES; Food for Meal Service	0 \$	593.51
	US FOODSERVICE	9/22/2017	4511631 FES; Food for Meal Service	0 \$	1,703.52
	US FOODSERVICE	9/22/2017	4574707 FHS; Milk for Meal Service	0 \$	181.79
	US FOODSERVICE	9/22/2017	4574710 FHS; Food for Meal Service	0 \$	107.44
	US FOODSERVICE	9/22/2017	4574710 FHS; Food for Meal Service	0 \$	180.58
3211	US FOODSERVICE	9/22/2017	4249859 FES; Milk for Meal Service	0 \$	508.20
	US FOODSERVICE	9/22/2017	4249860 FES; Milk for Meal Service	0 \$	78.74
	US FOODSERVICE	9/22/2017	4381191 FES; Milk for Meal Service	0 \$	114.66
	US FOODSERVICE	9/22/2017	4381192 FES; Milk for Meal Service	0 \$	77.00
	US FOODSERVICE	9/22/2017	4440363 FES; Milk for Meal Service	0 \$	356.70
	US FOODSERVICE	9/22/2017	4440364 FES; Milk for Meal Service	0 \$	50.38
	US FOODSERVICE	9/22/2017	4511624 FES; Milk for Meal Service	0 \$	308.82
	US FOODSERVICE	9/22/2017	4511625 FES; Milk for Meal Service	0 \$	38.52
	US FOODSERVICE	9/22/2017	4249858 FHS; Milk for Meal Service	0 \$	273.08
	US FOODSERVICE	9/22/2017	4381189 FHS; Milk for Meal Service	0 \$	282.56
	US FOODSERVICE	9/22/2017	4440362 FHS; Milk for Meal Service	0 \$	244.06
	US FOODSERVICE	9/22/2017	4511623 FHS; Milk for Meal Service	0 \$	201.93
	US FOODSERVICE	9/22/2017	4303903 FHS; Food for Meal Service	0 \$	47.85
	US FOODSERVICE	9/22/2017	4303902 FES; Food for Meal Service	0 \$	38.28
	US FOODSERVICE	9/22/2017	5921906 FHS; Invoice Cr	0 \$	(20.51)
	US FOODSERVICE	9/22/2017	4121895 FHS; Food for Meal Service	0 \$	4,979.18
	US FOODSERVICE	9/22/2017	4121895 FHS; Food for Meal Service	0 \$	216.53
	US FOODSERVICE	9/22/2017	5933207 FHS; Inv Credit	0 \$	(68.86)
	US FOODSERVICE	9/22/2017	4249861 FHS; Food for Meal Service	0 \$	521.82
	US FOODSERVICE	9/22/2017	4381188 FHS; Food for Meal Service	0 \$	2,962.51
	US FOODSERVICE	9/22/2017	4381188 FHS; Food for Meal Service	0 \$	457.66
	US FOODSERVICE	9/22/2017	4440370 FHS; Food for Meal Service	0 \$	50.96
3211	US FOODSERVICE	9/22/2017	4502539 FHS; Food for Meal Service	0 \$	129.28
	US FOODSERVICE	9/22/2017	4511630 FHS; Food for Meal Service	0 \$	3,956.77
	US FOODSERVICE	9/22/2017	4511630 FHS; Food for Meal Service	0 \$	300.76
3212	AGILE SPORTS TECHNOLOGIES INC	9/25/2017	INV00088372 HUDL FOR FOOTBALL, B/G BASKETBALL, B/G HOCKEY	2921800014 \$	2,000.00
3213	Amdahl, Evan	9/25/2017	JV FOOTBALL 9/JV FOOTBALL REF 9/25/17	0 \$	40.00

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3214 Anderson, Randy	9/25/2017	JV FOOTBALL 9/JV FOOTBALL REF 9/25/17	0 \$	40.00
3215 Dahlin, Randy	9/25/2017	JV FOOTBALL 9/JV FOOTBALL REF 9/25/17	0 \$	40.00
3216 Select Account	9/26/2017	38508841 Medical FSA: 09/18/2017 - 9/21/2017	0 \$	831.92
3217 Carpenter, Barbara	9/26/2017	9/26/2017 Early Retirement Incentive - Barbara Carpenter	0 \$	860.45
3218 Gjertson, John	9/26/2017	20170926 Early Retirement Incentive - John Gjertson	0 \$	259.15
3219 Lamppa, Davis	9/26/2017	VB 9/26/17 VB REF 9/26/17	0 \$	85.00
3220 VAKE, Kathy	9/26/2017	VB 9/26/17 VB REF 9/26/17	0 \$	187.92
3221 AFSCME Council 65	9/29/2017	20170929ADAF\$ Payroll accrual	0 \$	976.74
AFSCME Council 65	9/29/2017	20170929ADAF\$ Payroll accrual	0 \$	148.17
AFSCME Council 65	9/29/2017	20170929ADAF\$ Payroll accrual	0 \$	37.62
AFSCME Council 65	9/29/2017	20170929ADAF\$ Payroll accrual	0 \$	17.34
AFSCME Council 65	9/29/2017	20170929ADAF\$ Payroll accrual	0 \$	10.00
AFSCME Council 65	9/29/2017	20170929ADAF\$ Payroll accrual	0 \$	0.66
3222 AFT Local #331	9/29/2017	20170929ADDUI Payroll accrual	0 \$	3,180.21
AFT Local #331	9/29/2017	20170929ADDUI Payroll accrual	0 \$	133.00
3223 Falls Education Foundation	9/29/2017	20170929ADFEF Payroll accrual	0 \$	25.00
3224 Para Local #4798	9/29/2017	20170929ADDUI Payroll accrual	0 \$	654.24
3224 Para Local #4798	9/29/2017	20170929ADDUI Payroll accrual	0 \$	21.92
3225 United Way of Northeastern MN	9/29/2017	20170929ADUW Payroll accrual	0 \$	10.00
3226 Madison National Life	9/28/2017	1269014 Life Insurance - October 2017	0 \$	58.80
Madison National Life	9/28/2017	1269014 Life Insurance - October 2017	0 \$	1,565.10
3227 Madison National Life	9/28/2017	1269013 LTD Insurance - October 2017	0 \$	136.62
3228 NCPERS MINNESOTA	9/28/2017	16491017 PERA Life Insurance - October 2017	0 \$	144.00
3229 BOWMAN CONSTRUCTION CO	9/29/2017	2589 Excavate, fill new driveways, cut curbs	8101800039 \$	4,970.00
3230 COCA-COLA BOTTLING CO	9/29/2017	568052 FHS; Beverages for Meal Services	0 \$	628.50
COCA-COLA BOTTLING CO	9/29/2017	568140 FHS; Beverages for Meal Services	0 \$	601.00
3231 DEPT OF HUMAN SERVICES	9/29/2017	432892 SFY 2017 IEP Admin Fee	0 \$	270.00

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3232	EWALD ENTERPRISES	9/29/2017	4862	Cut 12 keys	0	\$	9.00
	EWALD ENTERPRISES	9/29/2017	4861	FHS; Door Lock	0	\$	145.00
	EWALD ENTERPRISES	9/29/2017	4866	Camera's at East entrance	8101800041	\$	545.50
	EWALD ENTERPRISES	9/29/2017	4856	Supplies	6051800041	\$	1,289.50
	EWALD ENTERPRISES	9/29/2017	4870	2017 Annual Inspection & Fire Alarm System Testing	0	\$	1,209.00
	EWALD ENTERPRISES	9/29/2017	4872	50 Keys	0	\$	112.50
3233	FRONTIER	9/29/2017	91617	Monthly Telephone Service	8101800003	\$	34.06
	FRONTIER	9/29/2017	91617	Monthly Telephone Service	8101800003	\$	556.96
	FRONTIER	9/29/2017	91617	Monthly Telephone Service	8101800003	\$	204.36
	FRONTIER	9/29/2017	91617	Monthly Telephone Service	8101800003	\$	43.03
	FRONTIER	9/29/2017	91617	Monthly Telephone Service	8101800003	\$	34.06
3234	HAWKINS INC	9/29/2017	4145742	Pool Chemicals	8101800015	\$	709.65
3235	Innovative	9/29/2017	1764937	Board Meeting Recorder	101800002	\$	193.99
3236	McDonald, MICHELE	9/29/2017	82417	Mileage Reimbursement to N	0	\$	77.00
3237	MN ENERGY RESOURCES CORP	9/29/2017	91117	Stadium; Natural Gas Services	8101800004	\$	29.57
	MN ENERGY RESOURCES CORP	9/29/2017	92017	B Garage; Natural Gas Services	8101800004	\$	61.87
3238	Northern Office Outfitters	9/29/2017	5148	FES Copy Room Toner	0	\$	259.98
	Northern Office Outfitters	9/29/2017	5224	FHS; Printer Toner	0	\$	601.70
	Northern Office Outfitters	9/29/2017	5231	FES; Printer Ink	0	\$	369.97
	Northern Office Outfitters	9/29/2017	5226	FHS; Printer Ink	0	\$	562.99
3239	OFFICE MAX	9/29/2017	321792	FES Office Supplies	1301800015	\$	761.74
	OFFICE MAX	9/29/2017	369531	FES Office Supplies	1301800024	\$	558.33
	OFFICE MAX	9/29/2017	221936	OFFICE/CLASSROOM SUPPLIES	3001800009	\$	36.32
3240	SCHMITT MUSIC CENTERS	9/29/2017	1690877	Instrument repairs	2581800002	\$	115.00
3241	SeaChange Print Innovations	9/29/2017	11073G	Elections Ballots (Cr Tax \$13.34, tax exempt is on file)	0	\$	2,050.88
3242	TAYLOR MUSIC	9/29/2017	2019317-IN	General Music Supplies - folders	2581800000	\$	126.00
	TAYLOR MUSIC	9/29/2017	2019820-IN	General Music Supplies - folders	2581800000	\$	95.00
3243	THE JOURNAL	9/29/2017	083117CE	Community Ed Advertising	5001800010	\$	1,031.40

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3244 University of Oregon	9/29/2017	INV00039740	SWIS Suite Annual License FE: - 9/1/17-8/31/18	1301800021	\$	350.00
3245 KING OF THE ROAD ENTERTAINMENT	9/29/2017	93017	DJ for Homecoming Dance	0	\$	600.00
3246 Select Account	10/2/2017	38512899	Medical FSA: 09/22/2017 - 09/29/2017 Dep Care FSA: 9/27/2017	0	\$	1,032.00
3247 Merfeld, Daniel	10/2/2017	G SWIM 9/23	G SWIM SCOREKEEP	0	\$	176.71
3248 MN BOARD OF SCHOOL ADMINISTRAT	10/2/2017	9/26/2017	Administrative License Renewal for Melissa Tate, ISD 361	0	\$	75.00
3249 Pahule, Haylee	10/2/2017	G SWIM 9/23/17	G SWIM TIMER	0	\$	68.00
3250 SCHOLASTIC	10/2/2017	I.FALLS BOOK F	PAYMENT FOR BOOK FAIR	0	\$	1,230.41
3251 Select Account	10/5/2017	1207361	Participant Fees: October 2017	0	\$	275.20
3252 HAMMEL, DUANE	10/5/2017	10/3/2017	Flooring and mop boards	0	\$	1,246.78
HAMMEL, DUANE	10/5/2017	10/3/2017	Flooring and mop boards	0	\$	625.00
3253 INAC, INC	10/5/2017	CS & TN	Registration for Taylor Nelson & Cherie Sweney Serv Safe Course	0	\$	150.00
INAC, INC	10/5/2017	CS & TN	Registration for Taylor Nelson & Cherie Sweney Serv Safe Course	0	\$	150.00
3254 Ruud, Jill	10/5/2017	10/3/2017	Refund for 2 people for the Bayfield Apple Festival Trip @ \$45 each	0	\$	90.00
3255 Smith, Jane	10/5/2017	10/3/2017	Refund for Bayfield Apple Festival Trip	0	\$	45.00
3256 Strawser, McKenzie	10/5/2017	9/26/2017	Refund for Preschool Tuition - Qualified for free preschool tuition	0	\$	180.00
3257 UNIVERSITY OF NORTH DAKOTA	10/5/2017	Molly Larson	EW Backus 2017 Scholarship for Molly Larson; attending UND	0	\$	500.00
3258 AMERICAN BUS	10/5/2017	100617	2 Used Buses	7601800001	\$	113,000.00

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3259 DEMCO INC	10/5/2017	9216247	Supplies for Library	1301800023	\$	99.68
3260 EAI Education	10/5/2017	INV0843158	Classroom games	2561800008	\$	105.75
3261 Falls Advanced Chiropractic Center	10/5/2017	90817	DOT Physicals 3 Drug & Alcohol Tests	0	\$	615.00
3262 FALLS LUMBER COMPANY INC	10/5/2017	182151	Striping Paint	0	\$	179.98
FALLS LUMBER COMPANY INC	10/5/2017	181989	Athletic Grid Marker	0	\$	95.94
3263 Fun Express, LLC	10/5/2017	685465575-01	PBIS GLOW RUN BANDS	3001800022	\$	207.87
Fun Express, LLC	10/5/2017	685434743-01	ECFE Supplies	5001800009	\$	169.22
3264 GUARDIAN PEST CONTROL INC	10/5/2017	1801080	Pest Control Service	8101800021	\$	64.65
3265 K&K MEYERS INC	10/5/2017	21154	Glass Replacement	0	\$	59.88
K&K MEYERS INC	10/5/2017	21530	Arena Demo after Fire	0	\$	10,427.64
3266 KANTOR ELECTRIC INC	10/5/2017	14020	Electronic Sign Wiring (P & I Grant)	0	\$	14.68
KANTOR ELECTRIC INC	10/5/2017	14020	Electronic Sign Wiring (P & I Grant)	0	\$	836.00
3267 Learning Zone Express	10/5/2017	353677	PERKINS SUPPLIES	2500000003	\$	540.23
3268 Marco Technologies LLC	10/5/2017	4592807	Bus Office Copy Per Copy	1101800002	\$	34.04
Marco Technologies LLC	10/5/2017	4595377	Guid Office Cost per Copy	7101800000	\$	45.11
Marco Technologies LLC	10/5/2017	339187737	FES; Cost Per Copy Machine	1301800001	\$	153.00
Marco Technologies LLC	10/5/2017	339187577	FHS; Cost Per Copy	3001800006	\$	4,675.05
3269 MCGRAW HILL COMPANIES	10/5/2017	99768195001	MATH INTERVENTION - SPED	3001800027	\$	492.24
3270 MN BOARD OF SCHOOL ADMINISTRAT	10/5/2017	RA KG TE	MBSA Yearly Membership for Rachel & Tim, Kevin	0	\$	75.00
MN BOARD OF SCHOOL ADMINISTRAT	10/5/2017	RA KG TE	MBSA Yearly Membership for Rachel & Tim, Kevin	0	\$	75.00
MN BOARD OF SCHOOL ADMINISTRAT	10/5/2017	RA KG TE	MBSA Yearly Membership for Rachel & Tim, Kevin	0	\$	75.00
3271 MR FAITH SOUND & LIGHT INC	10/5/2017	91417	PALS Dances 9/14/17	5001800016	\$	463.97
3272 NASCO SCIENTIFIC	10/5/2017	627272	PERKINS KITCHEN SUPPLIES	2500000002	\$	264.11
NASCO SCIENTIFIC	10/5/2017	621595	PERKINS KITCHEN SUPPLIES	2500000002	\$	56.87
NASCO SCIENTIFIC	10/5/2017	614506	CLASSROOM SUPPLIES	2561800007	\$	570.31
3273 OAKTREE PRODUCTS, INC.	10/5/2017	1195684	Hearing Aid Batteries	0	\$	30.60
3274 OFFICE DEPOT	10/5/2017	9.61849E+11	OFFICE SUPPLIES	3001800025	\$	119.00
OFFICE DEPOT	10/5/2017	9.61849E+11	OFFICE SUPPLIES	3001800025	\$	220.54

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3275 PAUL BUNYAN COMMUNICATIONS	10/5/2017	6703700-100117	Fiber Connection	6051800051	\$	1,342.50
3276 PTM DOCUMENT SYSTEMS	10/5/2017	63476	REPORT CARD PAPER	3001800000	\$	326.91
3277 R&R SPECIALTIES, INC	10/5/2017	63149	Zamboni repair	8101800046	\$	2,640.12
3278 ROCHESTER TELECOM SYSTEMS INC	10/5/2017	92217	Long Distance Phone Calls	8101800020	\$	73.66
ROCHESTER TELECOM SYSTEMS INC	10/5/2017	92217	Long Distance Phone Calls	8101800020	\$	73.65
3279 SCHOOL SPECIALTY	10/5/2017	2.08119E+11	FES Office Supplies	1301800016	\$	36.30
3280 SOFTCHOICE	10/5/2017	4629144	Supplies	6051800035	\$	3,237.71
SOFTCHOICE	10/5/2017	4639562	MS Software	6051800035	\$	48.49
3281 Themes & Variations	10/5/2017	85561	Renew MusicPlay Online Subscription	1301800022	\$	149.95
3282 Timesaver Inc	10/5/2017	234383	WOOD SHOP SUPPLIES	2551800003	\$	76.94
3283 Tyler Technologies, Inc.	10/5/2017	045-202300	Routing software	7601800013	\$	1,750.00
3284 Vig Solutions	10/5/2017	6162	Dell Notebook	6051800039	\$	2,892.00
3285 WATER DEPT	10/5/2017	92017	September Water Usage	8101800016	\$	194.38
WATER DEPT	10/5/2017	92017	September Water Usage	8101800016	\$	1,791.14
WATER DEPT	10/5/2017	92017	September Water Usage	8101800016	\$	1,328.92
WATER DEPT	10/5/2017	92017	September Water Usage	8101800016	\$	110.34
WATER DEPT	10/5/2017	92017	September Water Usage	8101800016	\$	47.31
3286 INTERMEDIATE DISTRICT 287	10/6/2017	75636	FY17 ALC Period 4	0	\$	8,075.52
3287 Garrity, Terry	10/6/2017	FB 10/6/17	FB REF 10/6/17	0	\$	189.14
3288 GLUMACK, BABE	10/6/2017	FB 10/6/17	FB REF 10/6/17	0	\$	80.00
3289 PASSERI, JEFF	10/6/2017	FOOTBALL 10/6,	FB REF 10/6/17	0	\$	80.00
3290 VAKE, TRAVIS	10/6/2017	FB 10/6/17	FB REF 10/6/17	0	\$	80.00
3291 VLATKOVICH, JEFF	10/6/2017	FB 10/6/17	FB REF 10/6/17	0	\$	80.00
3292 Select Account	10/9/2017	38517066	Medical FSA: 09/292017 - 10/5/2017	0	\$	389.53
3293 Amdahl, Evan	10/9/2017	FB 10/9/17	FB REF 10/9/17	0	\$	40.00
3294 Anderson, Randy	10/9/2017	FB 10/9/17	FB REF 10/9/17	0	\$	40.00
3295 Dahlin, Randy	10/9/2017	FB 10/9/17	FB REF 10/9/17	0	\$	40.00
3296 ADVANCED FIRST AID INC	10/17/2017	1017-495	AED's	8101800050	\$	3,692.74
3297 BORDERBOXES	10/17/2017	90117	Bus Lane Sign	0	\$	24.95
3298 CITIZENS FOR BACKUS	10/17/2017	100117	Lease Agreement	101800001	\$	598.05
3299 DOMINO'S PIZZA	10/17/2017	92717	Lunch Ala Carte Pizza	0	\$	720.00
3300 Educator Benefit Consultants, LLC	10/17/2017	38691	403b Third Party Admin Svc	1101800000	\$	154.83

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3301	EVOLVE U FITNESS & WELLNESS LLC	10/17/2017	10925 PALS Activities for Falls Session	5001800020	\$	50.00
3302	FRIENDS GARBAGE SERVICE, LLC	10/17/2017	9089222 Garbage Pickups	8101800005	\$	3,221.67
3303	HILLYARD HUTCHINSON	10/17/2017	602707537 Cleaning Supplies	0	\$	119.02
	HILLYARD HUTCHINSON	10/17/2017	602711351 FES; Cleaner	0	\$	35.99
3303	HILLYARD HUTCHINSON	10/17/2017	700303589 Cleaning Supplies	0	\$	137.37
3304	INAC, INC	10/17/2017	3045 Food & Nutrition Consulting	7701800001	\$	1,600.00
3305	KGHS-AM	10/17/2017	92917 School Matters	101800000	\$	198.00
3306	KRUEGER, KENNETH	10/17/2017	92717 Tae Kwon Do Instructor	0	\$	175.00
3307	Lake Superior College	10/17/2017	295237 Concurrent Enrollment Tuitioi	0	\$	610.77
	Lake Superior College	10/17/2017	295237 Concurrent Enrollment Tuitioi	0	\$	1,221.54
	Lake Superior College	10/17/2017	295237 Concurrent Enrollment Tuitioi	0	\$	9,772.32
3308	LEO'S SAWMILL	10/17/2017	874160 WOOD SHOP MATERIALS	2551800004	\$	510.00
3309	MENARDS	10/17/2017	446 Hose Clamps for Sign	0	\$	15.84
	MENARDS	10/17/2017	547 Storage Totes	0	\$	23.98
	MENARDS	10/17/2017	454 FHS; Locks	0	\$	35.69
	MENARDS	10/17/2017	740	0	\$	10.97
	MENARDS	10/17/2017	1300 Arena; Trash Can & Paint	0	\$	168.44
	MENARDS	10/17/2017	1378 Arena; Copper & Fittings	0	\$	59.51
3310	MIDCONTINENT COMMUNICATIONS	10/17/2017	92717 ALC Phone & Data	3001800008	\$	167.52
3311	National Wildlife Federation	10/17/2017	90517 Ranger Rick Renewal for the Library	1301800017	\$	19.95
3312	Nelco	10/17/2017	5688951 W-2, 1099 & Check Stock	1101800011	\$	262.04
3313	NORTH STAR PUBLISHING	10/17/2017	33188 Referendum Mailers	0	\$	1,051.72
3314	Onamia Public Schools	10/17/2017	BWK0717 Summer School Tuition 7/1-7/17/17	0	\$	746.06
3315	PEARSON CLINICAL ASSESSMENT	10/17/2017	11337872 Special Ed Order - Approved by Reggie - For Seth Ettested	1301800025	\$	1,224.30
3316	RAINY LAKE MEDICAL CENTER	10/17/2017	3082 PT/OT Therapies Services	3001800013	\$	11,397.83
3317	Read Naturally	10/17/2017	218406 Read Live Subscription Renewal	1301800030	\$	2,470.00
3318	Rhode Island Novelty	10/17/2017	IN3762143 PBIS Store Supplies	1301800020	\$	412.05
3319	SCHOLASTIC CLASSROOM MAGAZINE	10/17/2017	M6342412 Scholastic Magazines for the 2017-18 School Year	1301800012	\$	612.24

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SCHOLASTIC CLASSROOM MAGAZINE	10/17/2017	M6342412	Scholastic Magazines for the	1301800012	\$	2,603.28
			2017-18 School Year			
SCHOLASTIC CLASSROOM MAGAZINE	10/17/2017	M6342412	Scholastic Magazines for the	1301800012	\$	652.08
			2017-18 School Year			
3320 SCHOOL NURSE SUPPLY INC	10/17/2017	0649508-IN	NURSE SUPPLIES	3001800024	\$	843.00
3321 SOUND NORTH	10/17/2017	19434	OFFICE SLIPS AND GRADUATIC	3001800028	\$	135.00
			PROGRAMS			
3322 SUPER ONE	10/17/2017	90717	Cookies for ECFE Open House	5001800007	\$	7.98
SUPER ONE	10/17/2017	100117	Food for Meal Service	0	\$	112.07
3323 TIERNEY BROTHERS INC	10/17/2017	753474	Supplies	6051800048	\$	1,264.20
3324 TIMBERPINS	10/17/2017	547125	PALS Bowling for Fall Session	5001800018	\$	335.72
3325 WALTER'S SWIM SUPPLY	10/17/2017	36087	GIRLS SWIM SUPPLIES	2921800005	\$	877.24
3326 Widseth Smith Nolting	10/17/2017	119582	Mapping, surveying the	8101800049	\$	855.00
			parking lots. Professional			
			services.			
3327 WORTHINGTON DIRECT	10/17/2017	298189INT040	Science room work stations	8101800013	\$	1,504.18
			and stools			
WORTHINGTON DIRECT	10/17/2017	298189INT040	Science room work stations	8101800013	\$	18,740.49
			and stools			
171800182 Auran, Lisa	9/13/2017	80817	Meals Reimbursement	0	\$	116.89
171800183 Bacon, Leah	9/13/2017	90718	Lunch Reim for Vision &	0	\$	9.22
			Hearing Wkshp			
171800184 Hemstad, Christopher	9/13/2017	90717	Science Instruct Supplies	0	\$	59.70
171800185 Mason, Terry	9/13/2017	80817	Meals Reimbursement	0	\$	93.57
171800186 Olson, David	9/13/2017	82717	Mileage Reimbursement to	0	\$	88.55
			Grand Rapids			
171800187 Palm, Susan	9/13/2017	90817	Registration & Meal Reim. for	0	\$	227.03
			Vision & Hearing Wkshp			
171800188 Thompson, Heidi	9/13/2017	80817	Mileage reimbursement to	0	\$	177.10
			Grand Rapids 8/7/17			
171800189 VOYAGEUR CHARTER COACH	9/13/2017	2398	TRANSPORTATIOn FOR FOOTE	2921800007	\$	735.90
VOYAGEUR CHARTER COACH	9/13/2017	20379	PALS Bus Trip to Bemidji on	5001800001	\$	809.00
			August 30,2017			
VOYAGEUR CHARTER COACH	9/13/2017	2401	Teacher Workshop to Virginia	0	\$	743.00

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171800190	Wenberg-Anderson, Jennifer	9/13/2017	82317 Mileage, Meals and Parking Reimbursement	0 \$	299.85
171800191	Amundsen, Amy	9/21/2017	G SWIM 9/21/17; G SWIM OFFICIAL 9/21/17	0 \$	80.00
171800192	Amundsen, Amy	9/25/2017	G SWIM 9/23/17; G SWIM OFFICIAL 9/23/17	0 \$	100.00
171800193	Amdahl, Rachel	10/17/2017	73117 Meal Reimbursement for Student Conf.	0 \$	8.35
171800194	Anderson, Charles	10/17/2017	92917 Mileage Reimbursement FES & FHS	0 \$	10.17
171800195	Boe, Angel	10/17/2017	92917 Mileage Reimbursement to & from Bus Garage	0 \$	13.11
171800196	Christianson, Rosa	10/17/2017	92917 Mileage Reimbursement to & from ALC	0 \$	33.71
171800197	Grewatz, Thane	10/17/2017	92817 Mileage Reimbursement To B CIS	0 \$	88.55
171800198	Hopkins, Michelle	10/17/2017	100617 Mileage Reimbursement for Daily Bank Trips & MARSS Meeting	0 \$	135.94
171800199	Johnson, Barbara	10/17/2017	80117 Mileage Reimbursement	0 \$	48.22
171800200	Koenig, Joshua	10/17/2017	92917 Meals & Gas Reimbursement (DAPE Conference)	0 \$	48.12
171800201	Rousseau, Erin	10/17/2017	92917 Mileage Reimbursement to & from Bus Garage	0 \$	40.66
171800202	Tessier, Wyatt	10/17/2017	92917 Mileage Reimbursement to & from Bus Garage	0 \$	20.33
171800203	Wenberg-Anderson, Jennifer	10/17/2017	92917 Mileage Reimbursement FES & FHS	0 \$	9.10
171800204	Wilson, June	10/17/2017	92917 Mileage Reimbursement FHS Bus Garage	0 \$	20.33
171800205	Youso, Laurie	10/17/2017	92017 Mileage Reimbursement to Grand Rapids	0 \$	89.32
201700156	Educator Benefit Consultants, LLC	9/15/2017	20170915ADTSA Payroll accrual	0 \$	48.08
	Educator Benefit Consultants, LLC	9/15/2017	20170915ADTSA Payroll accrual	0 \$	288.94
	Educator Benefit Consultants, LLC	9/15/2017	20170915ADTSA Payroll accrual	0 \$	38.77
	Educator Benefit Consultants, LLC	9/15/2017	20170915ADTSA Payroll accrual	0 \$	603.87

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	Educator Benefit Consultants, LLC	9/15/2017 20170915ADTSE Payroll accrual	0 \$	2,351.98
	Educator Benefit Consultants, LLC	9/15/2017 20170915ADTSE Payroll accrual	0 \$	50.16
	Educator Benefit Consultants, LLC	9/15/2017 20170915ADTSF Payroll accrual	0 \$	1,838.91
	Educator Benefit Consultants, LLC	9/15/2017 20170915ADTSG Payroll accrual	0 \$	346.16
	Educator Benefit Consultants, LLC	9/15/2017 20170915ADTSF Payroll accrual	0 \$	196.16
	Educator Benefit Consultants, LLC	9/15/2017 20170915ADTSL Payroll accrual	0 \$	138.47
	Educator Benefit Consultants, LLC	9/15/2017 20170915ADTSM Payroll accrual	0 \$	134.62
	Educator Benefit Consultants, LLC	9/15/2017 20170915ADTSS Payroll accrual	0 \$	73.86
	Educator Benefit Consultants, LLC	9/15/2017 20170915ADTS\ Payroll accrual	0 \$	2,856.59
	Educator Benefit Consultants, LLC	9/15/2017 20170915ADTS\ Payroll accrual	0 \$	46.16
201700156	Educator Benefit Consultants, LLC	9/15/2017 20170915AFTSA Payroll accrual	0 \$	216.37
	Educator Benefit Consultants, LLC	9/15/2017 20170915AFTSA Payroll accrual	0 \$	38.77
	Educator Benefit Consultants, LLC	9/15/2017 20170915AFTSA Payroll accrual	0 \$	292.34
	Educator Benefit Consultants, LLC	9/15/2017 20170915AFTSE Payroll accrual	0 \$	1,349.72
	Educator Benefit Consultants, LLC	9/15/2017 20170915AFTSE Payroll accrual	0 \$	46.16
	Educator Benefit Consultants, LLC	9/15/2017 20170915AFTSF Payroll accrual	0 \$	583.12
	Educator Benefit Consultants, LLC	9/15/2017 20170915AFTSG Payroll accrual	0 \$	65.39
	Educator Benefit Consultants, LLC	9/15/2017 20170915AFTSM Payroll accrual	0 \$	130.78
	Educator Benefit Consultants, LLC	9/15/2017 20170915AFTSS Payroll accrual	0 \$	46.16
	Educator Benefit Consultants, LLC	9/15/2017 20170915AFTSV Payroll accrual	0 \$	1,252.38
	Educator Benefit Consultants, LLC	9/15/2017 20170915AFTSV Payroll accrual	0 \$	39.42
201700157	ING	9/15/2017 20170915AFHCS Payroll accrual	0 \$	2,654.13
	ING	9/15/2017 20170915AFHCS Payroll accrual	0 \$	6.92
201700158	Internal Revenue Service	9/15/2017 20170915ADFIC Payroll accrual	0 \$	13,291.72
	Internal Revenue Service	9/15/2017 20170915ADFIC Payroll accrual	0 \$	628.02
	Internal Revenue Service	9/15/2017 20170915ADFIC Payroll accrual	0 \$	55.36
	Internal Revenue Service	9/15/2017 20170915ADFTA Payroll accrual	0 \$	90.00
	Internal Revenue Service	9/15/2017 20170915ADFTA Payroll accrual	0 \$	15.00
	Internal Revenue Service	9/15/2017 20170915ADFTA Payroll accrual	0 \$	20.00
	Internal Revenue Service	9/15/2017 20170915ADFTP Payroll accrual	0 \$	12.00
	Internal Revenue Service	9/15/2017 20170915ADFTX Payroll accrual	0 \$	21,918.70
	Internal Revenue Service	9/15/2017 20170915ADFTX Payroll accrual	0 \$	911.38
	Internal Revenue Service	9/15/2017 20170915ADFTX Payroll accrual	0 \$	8.26
	Internal Revenue Service	9/15/2017 20170915ADMMD Payroll accrual	0 \$	3,108.56

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	Internal Revenue Service	9/15/2017 20170915ADMD Payroll accrual	0 \$	146.87
	Internal Revenue Service	9/15/2017 20170915ADMD Payroll accrual	0 \$	12.96
	Internal Revenue Service	9/15/2017 20170915AFFIC/ Payroll accrual	0 \$	13,291.72
	Internal Revenue Service	9/15/2017 20170915AFFIC/ Payroll accrual	0 \$	628.02
	Internal Revenue Service	9/15/2017 20170915AFFIC/ Payroll accrual	0 \$	55.36
	Internal Revenue Service	9/15/2017 20170915AFMD Payroll accrual	0 \$	3,108.56
	Internal Revenue Service	9/15/2017 20170915AFMD Payroll accrual	0 \$	146.87
	Internal Revenue Service	9/15/2017 20170915AFMD Payroll accrual	0 \$	12.96
201700159	MINNESOTA REVENUE	9/15/2017 20170915ADSIT/ Payroll accrual	0 \$	19.00
	MINNESOTA REVENUE	9/15/2017 20170915ADSIT/ Payroll accrual	0 \$	6.00
	MINNESOTA REVENUE	9/15/2017 20170915ADSIT/ Payroll accrual	0 \$	20.00
	MINNESOTA REVENUE	9/15/2017 20170915ADSITI Payroll accrual	0 \$	8,886.46
201700159	MINNESOTA REVENUE	9/15/2017 20170915ADSITI Payroll accrual	0 \$	380.98
	MINNESOTA REVENUE	9/15/2017 20170915ADSITI Payroll accrual	0 \$	4.42
	MINNESOTA REVENUE	9/15/2017 20170915ADSITI Payroll accrual	0 \$	12.00
201700160	Minnesota Revenue	9/15/2017 20170915ADGAI Payroll accrual	0 \$	294.87
201700161	MN Teachers Retirement Association	9/15/2017 20170915ADTR/ Payroll accrual	0 \$	13,160.20
	MN Teachers Retirement Association	9/15/2017 20170915ADTR/ Payroll accrual	0 \$	580.68
	MN Teachers Retirement Association	9/15/2017 20170915AFTRA Payroll accrual	0 \$	13,160.20
	MN Teachers Retirement Association	9/15/2017 20170915AFTRA Payroll accrual	0 \$	580.68
201700162	Public Employees Retirement Associa	9/15/2017 20170915ADPEF Payroll accrual	0 \$	3,169.67
	Public Employees Retirement Associa	9/15/2017 20170915ADPEF Payroll accrual	0 \$	168.72
	Public Employees Retirement Associa	9/15/2017 20170915ADPEF Payroll accrual	0 \$	58.06
	Public Employees Retirement Associa	9/15/2017 20170915AFPER Payroll accrual	0 \$	3,657.27
	Public Employees Retirement Associa	9/15/2017 20170915AFPER Payroll accrual	0 \$	194.69
	Public Employees Retirement Associa	9/15/2017 20170915AFPER Payroll accrual	0 \$	66.98
201700163	Public Employees Retirement-DCP	9/15/2017 20170915ADDCF Payroll accrual	0 \$	24.60
	Public Employees Retirement-DCP	9/15/2017 20170915AFDCF Payroll accrual	0 \$	24.60
201700164	Internal Revenue Service	9/15/2017 20170915BDFIC/ Payroll accrual	0 \$	9.75
	Internal Revenue Service	9/15/2017 20170915BDFTX Payroll accrual	0 \$	-
	Internal Revenue Service	9/15/2017 20170915BDMD Payroll accrual	0 \$	2.28
	Internal Revenue Service	9/15/2017 20170915BFFIC/ Payroll accrual	0 \$	9.75
	Internal Revenue Service	9/15/2017 20170915BFMD/ Payroll accrual	0 \$	2.28
201700165	MINNESOTA REVENUE	9/15/2017 20170915BDSITI Payroll accrual	0 \$	-

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201700166	MN Teachers Retirement Association	9/15/2017	20170915BDTRA Payroll accrual	0 \$	11.80
	MN Teachers Retirement Association	9/15/2017	20170915BFTRA Payroll accrual	0 \$	11.80
201700169	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSA Payroll accrual	0 \$	48.08
	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSA Payroll accrual	0 \$	288.94
	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSA Payroll accrual	0 \$	38.77
	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSA Payroll accrual	0 \$	703.88
	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSE Payroll accrual	0 \$	2,491.48
	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSE Payroll accrual	0 \$	50.16
	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSF Payroll accrual	0 \$	1,920.49
201700169	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSG Payroll accrual	0 \$	346.16
	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSH Payroll accrual	0 \$	196.16
	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSL Payroll accrual	0 \$	138.47
	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSM Payroll accrual	0 \$	245.15
	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSS Payroll accrual	0 \$	73.86
	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSV Payroll accrual	0 \$	3,277.66
	Educator Benefit Consultants, LLC	9/29/2017	20170929ADTSV Payroll accrual	0 \$	46.16
	Educator Benefit Consultants, LLC	9/29/2017	20170929AFTSA Payroll accrual	0 \$	216.37
	Educator Benefit Consultants, LLC	9/29/2017	20170929AFTSA Payroll accrual	0 \$	38.77
	Educator Benefit Consultants, LLC	9/29/2017	20170929AFTSA Payroll accrual	0 \$	347.61
	Educator Benefit Consultants, LLC	9/29/2017	20170929AFTSE Payroll accrual	0 \$	1,476.06
	Educator Benefit Consultants, LLC	9/29/2017	20170929AFTSE Payroll accrual	0 \$	46.16
	Educator Benefit Consultants, LLC	9/29/2017	20170929AFTSF Payroll accrual	0 \$	646.28
	Educator Benefit Consultants, LLC	9/29/2017	20170929AFTSG Payroll accrual	0 \$	65.39
	Educator Benefit Consultants, LLC	9/29/2017	20170929AFTSM Payroll accrual	0 \$	225.52
	Educator Benefit Consultants, LLC	9/29/2017	20170929AFTSS Payroll accrual	0 \$	46.16
	Educator Benefit Consultants, LLC	9/29/2017	20170929AFTSV Payroll accrual	0 \$	1,541.88
	Educator Benefit Consultants, LLC	9/29/2017	20170929AFTSV Payroll accrual	0 \$	39.42
201700170	ING	9/29/2017	20170929ADG-4 Payroll accrual	0 \$	9.79
	ING	9/29/2017	20170929ADG-4 Payroll accrual	0 \$	21.79
	ING	9/29/2017	20170929AFDEF Payroll accrual	0 \$	9.79
	ING	9/29/2017	20170929AFDEF Payroll accrual	0 \$	21.79
	ING	9/29/2017	20170929AFHCS Payroll accrual	0 \$	19,154.13
	ING	9/29/2017	20170929AFHCS Payroll accrual	0 \$	6.92
201700171	Internal Revenue Service	9/29/2017	20170929ADFIC Payroll accrual	0 \$	16,193.60

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	Internal Revenue Service	9/29/2017 20170929ADFIC Payroll accrual	0 \$	674.38
	Internal Revenue Service	9/29/2017 20170929ADFIC Payroll accrual	0 \$	579.75
	Internal Revenue Service	9/29/2017 20170929ADFTA Payroll accrual	0 \$	105.00
	Internal Revenue Service	9/29/2017 20170929ADFTA Payroll accrual	0 \$	15.00
	Internal Revenue Service	9/29/2017 20170929ADFTA Payroll accrual	0 \$	20.00
	Internal Revenue Service	9/29/2017 20170929ADFTP Payroll accrual	0 \$	47.75
	Internal Revenue Service	9/29/2017 20170929ADFTX Payroll accrual	0 \$	26,180.80
	Internal Revenue Service	9/29/2017 20170929ADFTX Payroll accrual	0 \$	993.96
	Internal Revenue Service	9/29/2017 20170929ADFTX Payroll accrual	0 \$	583.26
	Internal Revenue Service	9/29/2017 20170929ADMMD Payroll accrual	0 \$	3,787.18
	Internal Revenue Service	9/29/2017 20170929ADMMD Payroll accrual	0 \$	157.72
	Internal Revenue Service	9/29/2017 20170929ADMMD Payroll accrual	0 \$	135.60
201700171	Internal Revenue Service	9/29/2017 20170929AFFIC/ Payroll accrual	0 \$	16,193.60
	Internal Revenue Service	9/29/2017 20170929AFFIC/ Payroll accrual	0 \$	674.38
	Internal Revenue Service	9/29/2017 20170929AFFIC/ Payroll accrual	0 \$	579.75
	Internal Revenue Service	9/29/2017 20170929AFMD Payroll accrual	0 \$	3,787.18
	Internal Revenue Service	9/29/2017 20170929AFMD Payroll accrual	0 \$	157.72
	Internal Revenue Service	9/29/2017 20170929AFMD Payroll accrual	0 \$	135.60
201700172	MINNESOTA REVENUE	9/29/2017 20170929ADSIT/ Payroll accrual	0 \$	24.00
	MINNESOTA REVENUE	9/29/2017 20170929ADSIT/ Payroll accrual	0 \$	6.00
	MINNESOTA REVENUE	9/29/2017 20170929ADSIT/ Payroll accrual	0 \$	20.00
	MINNESOTA REVENUE	9/29/2017 20170929ADSITI Payroll accrual	0 \$	10,595.61
	MINNESOTA REVENUE	9/29/2017 20170929ADSITI Payroll accrual	0 \$	418.55
	MINNESOTA REVENUE	9/29/2017 20170929ADSITI Payroll accrual	0 \$	278.26
	MINNESOTA REVENUE	9/29/2017 20170929ADSITI Payroll accrual	0 \$	47.75
201700173	Minnesota Revenue	9/29/2017 20170929ADGAI Payroll accrual	0 \$	954.33
201700174	MN Teachers Retirement Association	9/29/2017 20170929ADTR/ Payroll accrual	0 \$	12,946.57
	MN Teachers Retirement Association	9/29/2017 20170929ADTR/ Payroll accrual	0 \$	584.12
	MN Teachers Retirement Association	9/29/2017 20170929AFTRA Payroll accrual	0 \$	12,946.57
	MN Teachers Retirement Association	9/29/2017 20170929AFTRA Payroll accrual	0 \$	584.12
201700175	Public Employees Retirement Associa	9/29/2017 20170929ADPEF Payroll accrual	0 \$	5,682.66
	Public Employees Retirement Associa	9/29/2017 20170929ADPEF Payroll accrual	0 \$	219.14
	Public Employees Retirement Associa	9/29/2017 20170929ADPEF Payroll accrual	0 \$	600.82
	Public Employees Retirement Associa	9/29/2017 20170929AFPER Payroll accrual	0 \$	6,556.98

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	Public Employees Retirement Associa	9/29/2017	20170929AFPER Payroll accrual	0 \$	252.84
	Public Employees Retirement Associa	9/29/2017	20170929AFPER Payroll accrual	0 \$	693.25
201700176	Public Employees Retirement-DCP	9/29/2017	20170929ADDCI Payroll accrual	0 \$	24.60
	Public Employees Retirement-DCP	9/29/2017	20170929AFDCF Payroll accrual	0 \$	24.60
201700177	MN Teachers Retirement Association	10/2/2017	358985 61 Day Penalty Charge	0 \$	79.43
201700178	Internal Revenue Service	10/6/2017	20171006ADFIC Payroll accrual	0 \$	598.67
	Internal Revenue Service	10/6/2017	20171006ADFIC Payroll accrual	0 \$	21.65
	Internal Revenue Service	10/6/2017	20171006ADFTX Payroll accrual	0 \$	-
	Internal Revenue Service	10/6/2017	20171006ADFTX Payroll accrual	0 \$	-
	Internal Revenue Service	10/6/2017	20171006ADMMD Payroll accrual	0 \$	139.97
201700178	Internal Revenue Service	10/6/2017	20171006ADMMD Payroll accrual	0 \$	5.07
	Internal Revenue Service	10/6/2017	20171006AFFIC/ Payroll accrual	0 \$	598.67
	Internal Revenue Service	10/6/2017	20171006AFFIC/ Payroll accrual	0 \$	21.65
	Internal Revenue Service	10/6/2017	20171006AFMD Payroll accrual	0 \$	139.97
	Internal Revenue Service	10/6/2017	20171006AFMD Payroll accrual	0 \$	5.07
201700179	MINNESOTA REVENUE	10/6/2017	20171006ADSITI Payroll accrual	0 \$	-
	MINNESOTA REVENUE	10/6/2017	20171006ADSITI Payroll accrual	0 \$	-
201700180	MN Teachers Retirement Association	10/6/2017	20171006ADTR/ Payroll accrual	0 \$	721.38
	MN Teachers Retirement Association	10/6/2017	20171006ADTR/ Payroll accrual	0 \$	26.19
	MN Teachers Retirement Association	10/6/2017	20171006AFTRA Payroll accrual	0 \$	721.38
	MN Teachers Retirement Association	10/6/2017	20171006AFTRA Payroll accrual	0 \$	26.19
201700181	Public Employees Retirement Associa	10/6/2017	20171006ADPEF Payroll accrual	0 \$	0.79
	Public Employees Retirement Associa	10/6/2017	20171006AFPER Payroll accrual	0 \$	0.91
201700182	MySafetySign.com	10/3/2017	Barb's00000 Safety Signs for FES - Nut Free Table	1301800026 \$	30.79
201700183	BMO	10/3/2017	See Attached Report	0	
	-268				\$ 28,609.50
				Total	\$ 804,927.75

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Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX8327	09/22/2017	484937987	MITCHDEB000	Mitchell Deborah A	DOMINO S 7380, 218-324-0367, MN	DOMINO'S000	09/28/2017		Invoiced	A	9.99
	2	PIZZAS FOR PBIS REWARDS			3001800029	Tim's00000	10/03/2017	9.99			
	09/20/2017	484603279	MITCHDEB000	Mitchell Deborah A	DOMINO S 7380, 218-324-0367, MN	DOMINO'S000	09/28/2017		Invoiced	A	9.99
	2	PIZZAS FOR PBIS REWARDS			3001800029	Tim's00001	10/03/2017	9.99			
	09/15/2017	484105540	MITCHDEB000	Mitchell Deborah A	DOMINO S 7380, 218-324-0367, MN	DOMINO'S000	09/28/2017		Invoiced	A	16.99
	2	PIZZAS FOR PBIS REWARDS			3001800029	Tim's00002	10/03/2017	16.99			
	09/14/2017	483890769	MITCHDEB000	Mitchell Deborah A	DOMINO S 7380, 218-324-0367, MN	DOMINO'S000	09/28/2017		Invoiced	A	9.99
	2	PIZZAS FOR PBIS REWARDS			3001800029	Tim's00003	10/03/2017	9.99			
	09/14/2017	483890770	MITCHDEB000	Mitchell Deborah A	EDU-SAFE LLC, 4178805895, MO, 6		09/28/2017		Invoiced	A	394.00
	1					Tim's00004	10/03/2017	394.00			
	09/01/2017	482553226	MITCHDEB000	Mitchell Deborah A	UPS*00000027V3E7347, 800-811-16	UPS 000	09/14/2017		Invoiced	A	19.96
	1					Tim's00005	10/03/2017	19.96			
	08/30/2017	482246306	MITCHDEB000	Mitchell Deborah A	UNIV. OF PHX WEB, 800-990-2765,		09/14/2017		Invoiced	A	2,010.00
	1					Tim's00004	10/03/2017	2,010.00			
											7 transaction(s) for XXXXXXXXXXXX8327. Total Amount ==>> 2,470.92
XXXXXXXXXXXX8335	09/22/2017	484937988	SteelEug000	Steele Eugene L	OREILLY AUTO #3901, INTERNATION	O'REILLY000	09/28/2017		Invoiced	A	159.99
	1	Hub assembly for mini van				Eugene's00000	10/03/2017	159.99			
	09/22/2017	484937989	SteelEug000	Steele Eugene L	ZIEGLER INC BEMIDJI MN, BEMIDJI	ZIEGLER 000	09/28/2017		Invoiced	A	445.74
	1	water pump, core charge, hose				Eugene's00001	10/03/2017	445.74			
	09/22/2017	484937990	SteelEug000	Steele Eugene L	MIDWEST BUS PARTS INC, 763-2639	MIDWEST 000	09/28/2017		Invoiced	A	105.42
	1	Misc. Parts for buses				Eugene's00002	10/03/2017	105.42			
	09/15/2017	484105541	SteelEug000	Steele Eugene L	OREILLY AUTO #3901, INTERNATION	O'REILLY000	09/28/2017		Invoiced	A	-159.99
	1	Hub assemble return - credit				Eugene's00000	10/03/2017	-159.99			
	09/15/2017	484105542	SteelEug000	Steele Eugene L	BORDERBOXES, INTL FALLS, MN, 56	BORDERBO000	09/28/2017		Invoiced	A	8.75
	1	Parts return				Eugene's00003	10/03/2017	8.75			
	09/08/2017	483229230	SteelEug000	Steele Eugene L	OREILLY AUTO #3901, INTERNATION	O'REILLY000	09/14/2017		Invoiced	A	237.33
	1	Hub assembly, 2 dust shields				Eugene's00000	10/03/2017	237.33			
	09/08/2017	483229231	SteelEug000	Steele Eugene L	MIDWEST BUS PARTS INC, 763-2639	MIDWEST 000	09/14/2017		Invoiced	A	269.46
	1	Seat harness for bus and front shock				Eugene's00002	10/03/2017	269.46			
	09/06/2017	482980199	SteelEug000	Steele Eugene L	ZIEGLER INC - BUHL, 218-2583232	ZIEGLER 000	09/14/2017		Invoiced	A	39.41
	1	oil plug seal				Eugene's00001	10/03/2017	39.41			
	08/29/2017	482136737	SteelEug000	Steele Eugene L	OREILLY AUTO #3901, INTERNATION	O'REILLY000	09/14/2017		Invoiced	A	17.61
	1	Bus parts #535 Filters Trans and oil				Eugene's00000	10/03/2017	17.61			
											9 transaction(s) for XXXXXXXXXXXX8335. Total Amount ==>> 1,123.72
XXXXXXXXXXXX6612	09/26/2017	485296040	JOHNSBAR002	Johnson Barbara J	SMARTSIGN, 07187971900, NY, 112		09/28/2017		Invoiced	A	30.79
	4	No Nuts or Peanuts Sign			1301800026	Barb's00000	10/03/2017	23.80			

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Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX6612	continued...										
	5	Shipping			1301800026	Barb's00000	10/03/2017	6.99			
	09/22/2017	484937991	JOHNSBAR002	Johnson Barbara J	USPS PO 2647200549, INTL FALLS,	POSTMAST000	09/28/2017		Invoiced	A	172.32
	1					Barb's00001	10/03/2017	172.32			
	09/22/2017	484937992	JOHNSBAR002	Johnson Barbara J	USPS PO 2647200549, INTL FALLS,	POSTMAST000	09/28/2017		Invoiced	A	59.50
	1					Barb's00001	10/03/2017	59.50			
	08/31/2017	482365371	JOHNSBAR002	Johnson Barbara J	CULVER S OF BEMIDJ, BEMIDJI, MN		09/14/2017		Invoiced	A	200.91
	1					Barb's00002	10/03/2017	200.91			
	08/29/2017	482136738	JOHNSBAR002	Johnson Barbara J	STAR AUTISM SUPPORT IN, 503-297	STAR AUT000	09/14/2017		Invoiced	A	385.00
	4	Star Program Level 1, 2nd Edition Complete Kit			1301800014	Barb's00003	10/03/2017	350.00			
	5	Shipping			1301800014	Barb's00003	10/03/2017	35.00			
	5 transaction(s) for XXXXXXXXXXXX6612. Total Amount ==>										848.52
XXXXXXXXXXXX6620	09/25/2017	485180598	HOLT THO000	Holt Thomas T	PIONEER REVERE 8008771, CLEVELA		09/28/2017		Invoiced	A	371.95
	2	Brite white stripe paint 3GL			8101800042	Tom's00001	10/03/2017	340.00			
	3	Brite White Stripe Paint 5 GL (no Charge)			8101800042	Tom's00001	10/03/2017	0.00			
	4	FRT				Tom's00000	10/03/2017	31.95			
	09/22/2017	484937993	HOLT THO000	Holt Thomas T	MENARDS INTNL FALLS, INTL FALLS	MENARDS 000	09/28/2017		Invoiced	A	64.80
	1	Batteries FES				Tom's00002	10/03/2017	64.80			
	09/22/2017	484937994	HOLT THO000	Holt Thomas T	MENARDS INTNL FALLS, INTL FALLS	MENARDS 000	09/28/2017		Invoiced	A	10.41
	1	Window and door sealer				Tom's00002	10/03/2017	10.41			
	09/22/2017	484937995	HOLT THO000	Holt Thomas T	DALCO ENTERPRISES, 06512516657,	DALCO 000	09/28/2017		Invoiced	A	31.23
	1	Air fresheners for FHS				Tom's00003	10/03/2017	31.23			
	09/15/2017	484105543	HOLT THO000	Holt Thomas T	MENARDS INTNL FALLS, INTL FALLS	MENARDS 000	09/28/2017		Invoiced	A	34.36
	1	Stain remover, draino, air freshners				Tom's00002	10/03/2017	34.36			
	09/08/2017	483229232	HOLT THO000	Holt Thomas T	MENARDS INTNL FALLS, INTL FALLS	MENARDS 000	09/14/2017		Invoiced	A	14.40
	1	Green treated 2x4's for FEE shed				Tom's00002	10/03/2017	14.40			
	09/08/2017	483229233	HOLT THO000	Holt Thomas T	WW GRAINGER, 877-2022594, IL, 6	GRAINGER000	09/14/2017		Invoiced	A	870.84
	2	Anti-fog safety glasses, clear.			8101800038	Tom's00004	10/03/2017	702.00			
	3	over glasses, Safety glass, clear.			8101800038	Tom's00004	10/03/2017	52.20			
	4	one Milwaukee drill, driver to replace old one			7601800012	Tom's00005	10/03/2017	116.64			
	09/08/2017	483229234	HOLT THO000	Holt Thomas T	TRAFFICSAFETYWAREHOUSE, 0877966	TRAFFIC 000	09/14/2017		Invoiced	A	2,980.29
	2	Student drop off sign			8101800027	Tom's00006	10/03/2017	36.50			
	3	ground delineators 48" arena parking lot			8101800027	Tom's00006	10/03/2017	638.25			
	4	Butyl pads			8101800027	Tom's00006	10/03/2017	102.95			
	5	delineator post 36"			8101800027	Tom's00006	10/03/2017	1,275.00			
	6	one way sign			8101800027	Tom's00006	10/03/2017	23.00			
	7	55" sign post			8101800027	Tom's00006	10/03/2017	449.97			

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Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX6620	continued...										
	8	Shipping for parking lot signs, posts and deli			8101800030	Tom's00007	10/03/2017	454.62			
	09/08/2017	483229235	HOLT THO000	Holt Thomas T	DALCO ENTERPRISES, 06512516657,	DALCO 000	09/14/2017		Invoiced	A	205.35
	1	FES supplies				Tom's00003	10/03/2017	205.35			
	09/07/2017	483083609	HOLT THO000	Holt Thomas T	USA*USA*MINUTE KEY, IN, BOULDER		09/14/2017		Invoiced	A	10.19
	1	stadium keys				Tom's00000	10/03/2017	10.19			
	09/06/2017	482980200	HOLT THO000	Holt Thomas T	OREILLY AUTO #3901, INTERNATION	O'REILLY000	09/14/2017		Invoiced	A	2.48
	1	Oil filter				Tom's00008	10/03/2017	2.48			
	09/05/2017	482835028	HOLT THO000	Holt Thomas T	KWIK TRIP 22000002204, HERMANT		09/14/2017		Invoiced	A	56.60
	1	Diesel fuel to bring bus back to Falls				Tom's00000	10/03/2017	56.60			
	09/05/2017	482835029	HOLT THO000	Holt Thomas T	MENARDS INTNL FALLS, INTL FALLS	MENARDS 000	09/14/2017		Invoiced	A	115.93
	1	Heavy duty screws and bits for setting delinea				Tom's00002	10/03/2017	115.93			
	09/05/2017	482835030	HOLT THO000	Holt Thomas T	MENARDS INTNL FALLS, INTL FALLS	MENARDS 000	09/14/2017		Invoiced	A	-4.74
	1	credit for returned items				Tom's00002	10/03/2017	-4.74			
	09/01/2017	482553227	HOLT THO000	Holt Thomas T	MENARDS INTNL FALLS, INTL FALLS	MENARDS 000	09/14/2017		Invoiced	A	13.48
	1	Workshop power strip for Jay Boyle				Tom's00002	10/03/2017	13.48			
	09/01/2017	482553228	HOLT THO000	Holt Thomas T	OREILLY AUTO #3901, INTERNATION	O'REILLY000	09/14/2017		Invoiced	A	5.85
	1	Repair kit				Tom's00008	10/03/2017	5.85			
	09/01/2017	482553229	HOLT THO000	Holt Thomas T	ALLSTATE SIGN AND PLAQ, 631-242		09/14/2017		Invoiced	A	407.90
	2	School bus entrance only			8101800033	Tom's00009	10/03/2017	27.95			
	4	Keep left symbol			8101800033	Tom's00009	10/03/2017	67.00			
	5	keep right symbol			8101800033	Tom's00009	10/03/2017	67.00			
	6	Student pick up and drop off			8101800033	Tom's00009	10/03/2017	94.00			
	7	School bus loading and unloading			8101800033	Tom's00009	10/03/2017	94.00			
	8	Student parking			8101800033	Tom's00009	10/03/2017	27.95			
	9	Shipping			8101800033	Tom's00009	10/03/2017	30.00			
	08/31/2017	482365372	HOLT THO000	Holt Thomas T	OREILLY AUTO #3901, INTERNATION	O'REILLY000	09/14/2017		Invoiced	A	6.60
	1	Belt for mower				Tom's00008	10/03/2017	6.60			
	08/31/2017	482365373	HOLT THO000	Holt Thomas T	DALCO ENTERPRISES, 06512516657,	DALCO 000	09/14/2017		Invoiced	A	141.88
	1	Can liner FHS				Tom's00003	10/03/2017	141.88			
	08/30/2017	482246307	HOLT THO000	Holt Thomas T	DALCO ENTERPRISES, 06512516657,	DALCO 000	09/14/2017		Invoiced	A	39.88
	1	FES operating supplies				Tom's00003	10/03/2017	39.88			
	08/28/2017	481996229	HOLT THO000	Holt Thomas T	USA*USA*MINUTE KEY, IN, BOULDER		09/14/2017		Invoiced	A	8.59
	1	Keys for FEE shed				Tom's00000	10/03/2017	8.59			
	21 transaction(s) for XXXXXXXXXXXX6620. Total Amount ==>>										5,388.27
XXXXXXXXXXXX7362	09/27/2017	485442796			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/28/2017		Invoiced	A	27.32
	2	Energizer LR44 1.5V Button Cell Battery 20 pac			2601800002	Stacy's00000	10/03/2017	27.32			

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX7362		continued...									
	09/26/2017	485296041			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/28/2017		Invoiced	A	151.95
		2		Genuine Xerox Black Toner Cartridge for the Ph	2201800000	Stacy's00001	10/03/2017	151.95			
	09/26/2017	485296042			Amazon.com, AMZN.COM/BILL, WA,	AMAZON B000	09/28/2017		Invoiced	A	39.96
		3		Creative Teaching Press 10-1/2" x 12-1/2" Stor	1301800029	Stacy's00002	10/03/2017	39.96			
	09/22/2017	484937996			CTS*FRONTIER ONLINEPAY, 800-921	FRONTIER000	09/28/2017		Invoiced	A	150.25
		1		Arena elevator phone		Stacy's00003	10/03/2017	150.25			
	09/22/2017	484937997			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/28/2017		Invoiced	A	66.04
		5		Sharpie King Size Permanent Markers, Assorted	5001800017	Stacy's00004	10/03/2017	24.05			
		6		Sharpie Permanent Markers, Chisel Tip, Classic	5001800017	Stacy's00004	10/03/2017	5.88			
		7		Sharpie Pro King Size Permanent Markers, Chise	5001800017	Stacy's00004	10/03/2017	9.99			
		8		School Smart Tagboard - Heavy Weight - 18 x 24	5001800017	Stacy's00004	10/03/2017	26.12			
	09/21/2017	484728454			LAMAR MEDIA CORP, 225-237-1068,	LAMAR C0000	09/28/2017		Invoiced	A	965.00
		2		Billboard Contract Services.	7901800007	Stacy's00005	10/03/2017	965.00			
	09/20/2017	484603280			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/28/2017		Invoiced	A	64.00
		2		Energizer 389 Button Cell Silver Oxide SR1130W	2601800002	Stacy's00006	10/03/2017	64.00			
	09/20/2017	484603281			Amazon.com, AMZN.COM/BILL, WA,	AMAZON B000	09/28/2017		Invoiced	A	74.97
		3		Time Timer 8 INCH, 60 minute visual analog tim	1301800019	Stacy's00007	10/03/2017	74.97			
	09/20/2017	484603282			Amazon.com, AMZN.COM/BILL, WA,	AMAZON B000	09/28/2017		Invoiced	A	274.15
		2		Insects (A Golden Guide from St. Martin's Pres	2601800001	Stacy's00008	10/03/2017	139.00			
		3		Trees of North America: A Guide to Field Ident	2601800001	Stacy's00008	10/03/2017	135.15			
	09/18/2017	484335991			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/28/2017		Invoiced	A	27.32
		6		GE 76530 Line Cord (50 Feet, White)	6051800037	Stacy's00009	10/03/2017	6.54			
		7		Comprehensive ST Series USB Cable 2.0 A to B C	6051800037	Stacy's00009	10/03/2017	9.99			
		8		CAT 6 Ethernet Cable (25 Feet) LAN, UTP (7.6 M	6051800037	Stacy's00009	10/03/2017	10.79			
	09/18/2017	484335992			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/28/2017		Invoiced	A	41.85
		2		ArmorSuit MilitaryShield - Apple iPad 1 / 1st	6051800038	Stacy's00010	10/03/2017	41.85			
	09/15/2017	484105544			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/28/2017		Invoiced	A	159.51
		4		Tomameri JMG121 MP3 / MP4 Player With Rhombic	2301800000	Stacy's00011	10/03/2017	146.93			
		5		NuclearAV Atom 5Star Audio Adapter - Multi Hea	2301800000	Stacy's00011	10/03/2017	12.58			
	09/13/2017	483753820			Amazon.com, AMZN.COM/BILL, WA,	AMAZON B000	09/14/2017		Invoiced	A	2,462.54
		2		Hamilton Beach 25460A Panini Press Gourmet San	2500000001	Stacy's00012	10/03/2017	209.94			
		3		KitchenAid KSM150PSMY Artisan Series 5-Qt. Sta	2500000001	Stacy's00012	10/03/2017	299.00			
		4		BLACK+DECKER 4-Slice Toaster, Classic Oval, Bl	2500000001	Stacy's00012	10/03/2017	179.52			
		5		KitchenAid KSM150PSPN Artisan Series 5-Qt. Sta	2500000001	Stacy's00012	10/03/2017	299.00			
		6		KitchenAid KSM150PSBW Artisan Series 5-Qt. Sta	2500000001	Stacy's00012	10/03/2017	299.00			
		7		KitchenAid KSM150PSER Artisan Tilt-Head Stand	2500000001	Stacy's00012	10/03/2017	299.00			
		8		Ninja Professional Blender with Nutri Ninja Cu	2500000001	Stacy's00012	10/03/2017	713.94			

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Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX7362	continued...										
	9	Oster CKSTWF2000 Belgian Waffle Maker, Stainle			2500000001	Stacy's00012	10/03/2017	102.72			
	10	Wilton 570-1121 Easy Flex 3-Piece Silicone Spa			2500000001	Stacy's00012	10/03/2017	60.42			
09/13/2017		483753821			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/14/2017		Invoiced	A	299.88
	2	Tilt 'n' Drain Big Griddle 23''' Tilt 'n' Dra			2500000001	Stacy's00013	10/03/2017	299.88			
09/13/2017		483753822			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/14/2017		Invoiced	A	37.91
	2	EVGA GeForce 210 Passive 1024 MB DDR3 PCI Expr			6051800038	Stacy's00014	10/03/2017	37.91			
09/12/2017		483619391			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/14/2017		Invoiced	A	599.86
	2	KitchenAid KSM150PSGP Artisan Series 5-Qt. Sta			2500000001	Stacy's00015	10/03/2017	299.99			
	3	KitchenAid KSM150PSCG Artisan Series 5-Qt. Sta			2500000001	Stacy's00015	10/03/2017	299.87			
09/12/2017		483619392			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/14/2017		Invoiced	A	205.28
	2	ZTHY AC14B8K Battery for Acer Aspire E3-111 ES			6051800033	Stacy's00016	10/03/2017	205.28			
09/12/2017		483619393			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/14/2017		Invoiced	A	323.76
	3	ELP-LP42 Epson Projector Lamp Replacement. Eps			6051800031	Stacy's00017	10/03/2017	323.76			
09/08/2017		483229236			USPS.COM POSTAL STORE, 800-275-	US POSTA000	09/14/2017		Invoiced	A	2,341.75
	1	District envelopes				Stacy's00018	10/03/2017	2,341.75			
09/08/2017		483229237			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/14/2017		Invoiced	A	256.60
	2	ZTHY AC14B8K Battery for Acer Aspire E3-111 ES			6051800027	Stacy's00019	10/03/2017	256.60			
09/08/2017		483229238			S AND H UNIFORMS, WHITE PLAINS,	S & H BU000	09/14/2017		Invoiced	A	535.12
	2	Mens Chef Coat			7701800000	Stacy's00020	10/03/2017	23.98			
	3	Shipping			7701800000	Stacy's00020	10/03/2017	47.54			
	4	Purple Smocks			7701800000	Stacy's00020	10/03/2017	463.60			
09/07/2017		483083610			AMAZON MKTPLACE PMTS, AMZN.COM/	AMAZON B000	09/14/2017		Invoiced	A	80.94
	2	Ammibattery Replacement Laptop Battery 15.2V 4			6051800024	Stacy's00021	10/03/2017	80.94			
09/06/2017		482980201			AMAZON.COM AMZN.COM/BI, AMZN.CO	AMAZON B000	09/14/2017		Invoiced	A	64.40
	2	StarTech.com MXT101HQ10 10-Foot Coax High Reso			6051800021	Stacy's00022	10/03/2017	25.46			
	3	AmazonBasics USB 3.0 Extension Cable - A-Male			6051800021	Stacy's00022	10/03/2017	38.94			
09/06/2017		482980202			Amazon.com, AMZN.COM/BILL, WA,	AMAZON B000	09/14/2017		Invoiced	A	100.00
	3	Lenovo Ideacentre Stick 300 Mini Desktop (Inte			6051800020	Stacy's00023	10/03/2017	100.00			
09/01/2017		482553230			USPS PO 2647200549, INTL FALLS,	POSTMAST000	09/14/2017		Invoiced	A	10.00
	1	District Postage				Stacy's00024	10/03/2017	10.00			
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XXXXXXXXXXXX7116	09/21/2017	484728455	MITCHDEB000	Mitchell Deborah A	QUIZLET.COM, 8778877815, CA, 94	QUIZLET 000	09/28/2017		Invoiced	A	34.99
		2		YEAR MEMBERSHIP QUIZLET TEACHER AT QUIZLET.COM	2301800001	Debbie's00000	10/03/2017	34.99			
09/20/2017		484603283	MITCHDEB000	Mitchell Deborah A	SUPER ONE, INTERNATIONAL, MN, 5	SUPER ON000	09/28/2017		Invoiced	A	20.95
		2		CLASSROOM EXPERIMENT SUPPLIES	2601800003	Debbie's00001	10/03/2017	20.95			

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Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX7116	continued...										
	09/18/2017	484335993	MITCHDEB000	Mitchell Deborah A	CINE 5 MN, BRITT, MN, 55710, US	CINE 5 000	09/28/2017		Invoiced	A	100.00
	2	GIFT CARDS/PBIS PRIZES			3001800023	Debbie's00002	10/03/2017	60.00			
	3	GIFT CARDS/PBIS PRIZES			3001800023	Debbie's00002	10/03/2017	40.00			
	09/15/2017	484105545	MITCHDEB000	Mitchell Deborah A	WPY*MN Developmental A, 855-469		09/28/2017		Invoiced	A	175.00
	1					Debbie's00003	10/03/2017	175.00			
	09/15/2017	484105546	MITCHDEB000	Mitchell Deborah A	TEACHERSPAYTEACHERS.CO, 6465880	TEACHERS007	09/28/2017		Invoiced	A	171.25
	2	Child Development			2500000004	Debbie's00004	10/03/2017	50.00			
	3	Culinary Arts			2500000004	Debbie's00004	10/03/2017	121.25			
	09/08/2017	483229239	MITCHDEB000	Mitchell Deborah A	AMERICAN LODGE AND SUI, FERGUS		09/14/2017		Invoiced	A	91.90
	1					Debbie's00003	10/03/2017	91.90			
	09/08/2017	483229240	MITCHDEB000	Mitchell Deborah A	HOLIDAY STNSTORE 0026, PARK RAP		09/14/2017		Invoiced	A	25.02
	1					Debbie's00003	10/03/2017	25.02			
	09/01/2017	482553231	MITCHDEB000	Mitchell Deborah A	KMART 9689, INTERNATIONAL, MN,	KMART 000	09/14/2017		Invoiced	A	289.27
	2	PBIS PRIZES			3001800019	Debbie's00005	10/03/2017	289.27			
	8 transaction(s) for XXXXXXXXXXXX7116. Total Amount ==>										908.38
XXXXXXXXXXXX7124	09/27/2017	485442797	BLESIMIC000	Blesi Michael E	SMALL TOWN TECH INC, INTL FALLS	SMALL TO000	09/28/2017		Invoiced	A	223.99
	3	Repair Notebook Screen and several Chromebook			6051800052	Mike's00000	10/03/2017	223.99			
	09/21/2017	484728456	BLESIMIC000	Blesi Michael E	SMALL TOWN TECH INC, INTL FALLS	SMALL TO000	09/28/2017		Invoiced	A	12.00
	2	Apple iPad Power Cable.			6051800047	Mike's00001	10/03/2017	12.00			
	09/20/2017	484603284	BLESIMIC000	Blesi Michael E	AVTECH SOFTWARE INC, 0401628160		09/28/2017		Invoiced	A	199.95
	3	GoToMyDevices.com Service - Acct #0000022059 P			6051800045	Mike's00002	10/03/2017	199.95			
	09/18/2017	484335994	BLESIMIC000	Blesi Michael E	SOUNDNORTH, INTL FALLS, MN, 566	SOUND NO000	09/28/2017		Invoiced	A	19.99
	3	20' HDMI Cable			6051800044	Mike's00003	10/03/2017	19.99			
	09/18/2017	484335995	BLESIMIC000	Blesi Michael E	MHE*MCGRRAW-HILL ECOMM, 800-648-	MCGRRAW H004	09/28/2017		Invoiced	A	450.00
	3	Geometer Sketchpad			6051800043	Mike's00004	10/03/2017	450.00			
	09/14/2017	483890771	BLESIMIC000	Blesi Michael E	SMALL TOWN TECH INC, INTL FALLS	SMALL TO000	09/28/2017		Invoiced	A	181.69
	2	VGA to HDMI Cable			6051800057	Mike's00005	10/03/2017	15.00			
	3	Lenovo Yoga Tab 3			6051800057	Mike's00005	10/03/2017	155.00			
	4	Apple charging plug			6051800057	Mike's00005	10/03/2017	11.69			
	09/14/2017	483890772	BLESIMIC000	Blesi Michael E	SMALL TOWN TECH INC, INTL FALLS	SMALL TO000	09/28/2017		Invoiced	A	177.00
	3	Repair Lenovo Notebook, KB/Mouse not respondin			6051800040	Mike's00006	10/03/2017	177.00			
	09/11/2017	483484908	BLESIMIC000	Blesi Michael E	SMALL TOWN TECH INC, INTL FALLS	SMALL TO000	09/14/2017		Invoiced	A	465.22
	2	Repair 5 Chromebooks.			6051800034	Mike's00007	10/03/2017	465.22			
	09/11/2017	483484909	BLESIMIC000	Blesi Michael E	TARGET 00006577, BEMIDJI	TARGET 000	09/14/2017		Invoiced	A	329.99
	2	LG 43" FHD Television.			6051800036	Mike's00008	10/03/2017	329.99			

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Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
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	09/11/2017	483484910	BLESIMIC000	Blesi Michael E	MICROSOFT	*STORE, 08006427676		09/14/2017	Invoiced	A	106.86
	2	MS Windows 10 Pro Upgrade.			6051800056	Mike's00009	10/03/2017	106.86			
	09/01/2017	482553232	BLESIMIC000	Blesi Michael E	SOUNDNORTH, INTL FALLS, MN, 566	SOUND NO000	09/14/2017		Invoiced	A	10.67
	2	12' PC Audio Cable Extension			6051800025	Mike's00010	10/03/2017	10.67			
	09/01/2017	482553233	BLESIMIC000	Blesi Michael E	SOUNDNORTH, INTL FALLS, MN, 566	SOUND NO000	09/14/2017		Invoiced	A	8.54
	2	6' PC Audio Cable Extension			6051800025	Mike's00011	10/03/2017	8.54			
	08/31/2017	482365374	BLESIMIC000	Blesi Michael E	CDW GOVT #JZM0443, 800-808-4239	CDW GOVE000	09/14/2017		Invoiced	A	150.72
	3	Netgear 16-port unmanaged network switch.			6051800023	Mike's00012	10/03/2017	150.72			
	08/30/2017	482246308	BLESIMIC000	Blesi Michael E	WWW.NEWEGG.COM, 800-390-1119, C		09/14/2017		Invoiced	A	764.94
	2	Dell Optiplex 7010 Desktop Computer			6051800046	Mike's00013	10/03/2017	749.97			
	3	Shipping			6051800046	Mike's00013	10/03/2017	14.97			
					14 transaction(s) for XXXXXXXXXXXX7124. Total Amount ==>						3,101.56
XXXXXXXXXXXX7132	09/22/2017	484937998	ANDERJER000	Anderson Jeremy R	OREILLY AUTO #3901, INTERNATION	O'REILLY000	09/28/2017		Invoiced	A	4.99
	1	socket				Jeremy's00000	10/03/2017	4.99			
	09/01/2017	482553234	ANDERJER000	Anderson Jeremy R	KMART 9689, INTERNATIONAL, MN,	KMART 000	09/14/2017		Invoiced	A	99.98
	1	2 car seats				Jeremy's00001	10/03/2017	99.98			
					2 transaction(s) for XXXXXXXXXXXX7132. Total Amount ==>						104.97
XXXXXXXXXXXX7648	09/21/2017	484728457	SLATIBET000	Slatinski BethAnne K	TIM HORTON S #916662, INTERNATI		09/28/2017		Invoiced	A	60.00
	2	Tim Hortons (Youth Group Refreshments)			7901800011	Beth's00000	10/03/2017	60.00			
	09/21/2017	484728458	SLATIBET000	Slatinski BethAnne K	BORDERBOXES, INTL FALLS, MN, 56	BORDERBO000	09/28/2017		Invoiced	A	120.00
	2	KAPE t-shirts (PCN)			7901800012	Beth's00001	10/03/2017	120.00			
	09/19/2017	484467155	SLATIBET000	Slatinski BethAnne K	DOLLAR TREE, INTL FALLS, MN, 56	DOLLAR T000	09/28/2017		Invoiced	A	17.00
	2	Dolllar Store (Youth Group/Room Supplies)			7901800009	Beth's00002	10/03/2017	17.00			
	09/19/2017	484467156	SLATIBET000	Slatinski BethAnne K	USPS PO 2647200549, INTL FALLS,	POSTMAST000	09/28/2017		Invoiced	A	17.00
	2	Postage			7901800008	Beth's00003	10/03/2017	17.00			
	09/18/2017	484335996	SLATIBET000	Slatinski BethAnne K	KMART 9689, INTERNATIONAL, MN,	KMART 000	09/28/2017		Invoiced	A	42.90
	2	Youth Group Supplies			7901800010	Beth's00004	10/03/2017	42.90			
	09/14/2017	483890773	SLATIBET000	Slatinski BethAnne K	NORTH STAR PUBLISHI, 218-285-74	NORTH ST000	09/28/2017		Invoiced	A	82.00
	2	Year subscription to "The Journal"			7901800002	Beth's00005	10/03/2017	82.00			
	09/07/2017	483083611	SLATIBET000	Slatinski BethAnne K	RUTTGENS BAY LAKE LODG, DEERWOO		09/14/2017		Invoiced	A	410.52
	1					Beth's00006	10/03/2017	410.52			
	09/07/2017	483083612	SLATIBET000	Slatinski BethAnne K	RUTTGENS BAY LAKE LODG, DEERWOO		09/14/2017		Invoiced	A	410.52
	1					Beth's00006	10/03/2017	410.52			
	09/07/2017	483083613	SLATIBET000	Slatinski BethAnne K	RUTTGENS BAY LAKE LODG, DEERWOO		09/14/2017		Invoiced	A	410.52
	1					Beth's00006	10/03/2017	410.52			

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
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	09/07/2017	483083614	SLATIBET000	Slatinski BethAnne K	RUTTGRS BAY LAKE LODG, DEERWOO		09/14/2017		Invoiced	A	410.52
	1					Beth's00006	10/03/2017	410.52			
	09/07/2017	483083615	SLATIBET000	Slatinski BethAnne K	RUTTGRS BAY LAKE LODG, DEERWOO		09/14/2017		Invoiced	A	410.52
	1					Beth's00006	10/03/2017	410.52			
	09/01/2017	482553235	SLATIBET000	Slatinski BethAnne K	SQU*SQ *THE SHOP COFFE, Virgini		09/14/2017		Invoiced	A	27.25
	1					Beth's00006	10/03/2017	27.25			
					12 transaction(s) for XXXXXXXXXXXX7648. Total Amount ==>						2,418.75
XXXXXXXXXXXX2314	09/22/2017	484937999	OLSONKAR000	Olson-Line Karla A	SUPER ONE, INTERNATIONAL, MN, 5	SUPER ON000	09/28/2017		Invoiced	A	10.63
	1					Karla's00000	10/03/2017	10.63			
	09/22/2017	484938000	OLSONKAR000	Olson-Line Karla A	SUPER ONE, INTERNATIONAL, MN, 5	SUPER ON000	09/28/2017		Invoiced	A	36.06
	1					Karla's00000	10/03/2017	36.06			
	09/21/2017	484728459	OLSONKAR000	Olson-Line Karla A	SUPER ONE, INTERNATIONAL, MN, 5	SUPER ON000	09/28/2017		Invoiced	A	53.03
	1			Food for courses		Karla's00000	10/03/2017	53.03			
	09/11/2017	483484911	OLSONKAR000	Olson-Line Karla A	SUPER ONE, INTERNATIONAL, MN, 5	SUPER ON000	09/14/2017		Invoiced	A	-1.09
	1			Repayment from Super One not removing the tax.		Karla's00000	10/03/2017	-1.09			
	09/08/2017	483229241	OLSONKAR000	Olson-Line Karla A	SUPER ONE, INTERNATIONAL, MN, 5	SUPER ON000	09/14/2017		Invoiced	A	74.43
	1			Supplies for FaCS class - Food and Sport		Karla's00000	10/03/2017	74.43			
					5 transaction(s) for XXXXXXXXXXXX2314. Total Amount ==>						173.06
XXXXXXXXXXXX2322	09/20/2017	484603285	MCDONGEO000	McDonald George F	NORTHERN LUMBER YA, INTERNATION	NORTHERN005	09/28/2017		Invoiced	A	59.99
	1			Classroom Supplies		George's00000	10/03/2017	59.99			
	09/15/2017	484105547	MCDONGEO000	McDonald George F	MENARDS INTNL FALLS, INTL FALLS	MENARDS 000	09/28/2017		Invoiced	A	379.69
	1			Classroom Supplies		George's00001	10/03/2017	379.69			
	09/15/2017	484105548	MCDONGEO000	McDonald George F	MENARDS INTNL FALLS, INTL FALLS	MENARDS 000	09/28/2017		Invoiced	A	29.57
	1			Classroom Supplies		George's00001	10/03/2017	29.57			
	09/15/2017	484105549	MCDONGEO000	McDonald George F	NORTHERN LUMBER YA, INTERNATION	NORTHERN005	09/28/2017		Invoiced	A	1,567.90
	1			Classroom Supplies		George's00000	10/03/2017	1,567.90			
					4 transaction(s) for XXXXXXXXXXXX2322. Total Amount ==>						2,037.15
XXXXXXXXXXXX2348	09/20/2017	484603286	AMDAHRAC000	Amdahl Rachel J	DOLLAR TREE, INTL FALLS, MN, 56	DOLLAR T000	09/28/2017		Invoiced	A	3.00
	1					Rachel's00000	10/03/2017	3.00			
	09/15/2017	484105550	AMDAHRAC000	Amdahl Rachel J	MCEA, LINDSTROM, MN, 55045, USA	MCEA 000	09/28/2017		Invoiced	A	375.00
	1					Rachel's00001	10/03/2017	375.00			
	09/15/2017	484105551	AMDAHRAC000	Amdahl Rachel J	TOP TEN VIDEO, INTERNATIONAL, M		09/28/2017		Invoiced	A	171.00
	1					Rachel's00002	10/03/2017	171.00			

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount	
		Line	Description		PO Number	Invoice Number	Invoice Dt				Amount	
XXXXXXXXXXXX2348	continued...											
	09/08/2017	483229242			SUPER ONE, INTERNATIONAL, MN, 5	SUPER ON000	09/14/2017		Invoiced	A	7.97	
		1	Student Council Supply			Rachel's00003	10/03/2017				7.97	
											4 transaction(s) for XXXXXXXXXXXX2348. Total Amount ==>	556.97
XXXXXXXXXXXX2355	09/14/2017	483890774	JORGELOR000	Jorgenson Lori Rae	CROWN AWARDS INC, 08002271557,	CROWN AW000	09/28/2017		Invoiced	A	52.87	
		2	2-1/4" MAJESTIC SWIMMING MD GLD		2921800011	Lori's00000	10/03/2017				44.88	
		3	SHIPPING/HANDLING		2921800011	Lori's00000	10/03/2017				7.99	
	09/13/2017	483753823	JORGELOR000	Jorgenson Lori Rae	RIBBONS GALORE, 09167738313, CA		09/14/2017		Invoiced	A	64.00	
		2	8 - 50 PACKS OF RIBBONS		2921800012	Lori's00001	10/03/2017				64.00	
											2 transaction(s) for XXXXXXXXXXXX2355. Total Amount ==>	116.87
											118 transaction(s). Total Amount ==>	28,609.50

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

STATE OF MINNESOTA

MINNESOTA STATE COLLEGES AND UNIVERSITIES

Mesabi Range College

CONCURRENT ENROLLMENT AGREEMENT
2017-2018 Academic Year

THIS CONCURRENT ENROLLMENT AGREEMENT, and amendments and supplements thereto, (hereinafter "contract") is between the State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities (hereinafter "Minnesota State"), on behalf of MESABI RANGE COLLEGE (hereinafter "The COLLEGE"), and **International Falls High School**, (hereinafter "HIGH SCHOOL(S)").

WHEREAS: The COLLEGE is an autonomous college in the Minnesota State system, which share a President through their respective memberships in the Northeast Higher Education District; and

WHEREAS: HIGH SCHOOLS are affiliated with School District #361

WHEREAS: It is understood that the individual members of HIGH SCHOOLS, acting under the authority of their school district, and THE COLLEGE, respectively, need to act at times jointly and at times severally, as appropriate to the circumstance, with respect to this agreement; and

WHEREAS: The COLLEGE is desirous of offering college level classes to HIGH SCHOOLS through a program known as the Post-Secondary Options Program (hereinafter "PSEO"), a component of which provides for college-level classes to be offered at high schools, known as the Concurrent Enrollment Program (hereinafter "CEP"); and

WHEREAS: HIGH SCHOOLS are desirous of receiving college courses which meet transfer criteria to colleges and universities within Minnesota State, and when appropriate technical courses which meet transfer criteria to vocational/technical colleges within Minnesota State and services from the COLLEGE through the CEP; and

WHEREAS: It is understood that the goals of the CEP can best be accomplished if individual HIGH SCHOOLS and the COLLEGE, collaboratively establish long-term working relationships to develop and improve delivery of services to the high schools' students; and

WHEREAS: The governing policies of the CEP program and this Agreement are established by law and the Minnesota State Board of Trustees, which include the following general provisions that are considered to be minimum requirements (Minnesota State Board Policy, Chapter 3 Section 5):

Definitions

Post-Secondary Enrollment Options Program or "PSEO". The Post-Secondary Enrollment Options Program is the program established by Minnesota Statutes section 124D.09 to "promote rigorous educational pursuits and provide a wider variety of options for students." Through PSEO, high school students may earn both secondary and postsecondary credit for college or university courses completed on a college or university campus, at a high school, or at another location.

PSEO Concurrent Enrollment Course. A PSEO concurrent enrollment course is a college or university course made available through the PSEO program, offered through a secondary school, and taught by a secondary teacher.

Post-Secondary Enrollment Options Expectations

The Minnesota State Colleges and Universities shall provide opportunities for students to participate in the Post-Secondary Enrollment Options Program. Students shall be admitted according to criteria that promote progress through college-level coursework

and that augment their continued academic growth consistent with board policies and system procedures.

Enrollment on campus. Enrollment of PSEO students in courses on a college or university campus shall be allowed on the basis of available space as defined by the college or university.

Compliance with standards. Colleges and universities shall require PSEO students to perform to the college's or university's academic and student conduct standards.

Developmental courses. Colleges and universities shall not enroll students in developmental courses through PSEO.

and;

WHEREAS: HIGH SCHOOLS and the COLLEGE wish to enter into this Agreement through their respective agents for the delivery of CEP courses, which would be of mutual benefit;

NOW, THEREFORE, it is agreed:

I. DUTIES OF each participating COLLEGE and HIGH SCHOOL

A. COLLEGE'S DUTIES. COLLEGE shall:

Ensure that the coordinator:

- Provides necessary registration, drop-add, and withdrawal information.
- Provides students with information outlining student responsibilities (including their responsibility to communicate with their high school about their academic performance in CEP courses) and describing available academic and student support services. This information, in print or electronic form, may be provided to the high school for subsequent distribution to the students. It may also be available online or through student orientation sessions (Minnesota State Board Policy Chapter 3.5.1 Part 3 Subpart A).
- Provides necessary Student-Parent Agreement and Student Information Forms.
- Provides necessary Drop/Add and Withdrawal Forms.
- Maintains records documenting each CEP course.
- Provides evaluation tools for the purpose of evaluating each college faculty collaborator, as well as the program in general.

Ensure that the assessment coordinator:

- Provides the means for college readiness assessment testing for potential CEP students twice each academic year, in cooperation with HIGH SCHOOL guidance and counseling personnel.
- Makes arrangements for students to take assessment tests on the college campus, when geographically feasible.

Ensure that the records office:

- Creates course lists and grade sheets.
- Makes appropriate record adjustments for students in accordance to Drop/Add and Withdrawal policies.
- Makes grades available to students approximately three weeks after the semester ends.
- Provides student transcripts upon receipt of written request and fee payment.
- Maintains college course records for high school students, and awards college credit for successfully completed courses.

Ensure that each college faculty collaborator:

- Supports the high school CEP teachers, giving additional time and attention to teachers new to the program.
- Initiates an orientation session with new high school teachers and initial contacts with experienced teachers at the time of the CEP assignment (Minnesota State System Procedures Chapter 3.5.1 Part 4 Subpart D Number 1).

- Collaborates with the high school CEP teacher to clarify the approved college course outline and to create a course syllabus for the CEP course.
- Provides current college text information and/or exam copies of the text, course outlines, sample syllabi, sample exams, assignments, and exercises for the high school teacher's use.
- Provides teachers who have taught the course previously with copies of new course outlines, new calendars, schedules or other information as courses change.
- Collaborates with high school CEP teachers to assure that assessment meets college criteria.
- Provides college course lists and grade sheets to the high school CEP teacher.
- Visits the class during the semester to observe teaching and student response to instruction, meeting with the teacher after each classroom observation. Classes taught by high school CEP teachers who have taught the course previously will be visited once, while classes taught by high school CEP teachers who have not taught the course previously will be visited twice.
- Meets regularly (face-to-face, ITV, online, by telephone, etc.) with the high school CEP teacher and monitors assignments, exams, projects, student academic achievement, and instructional effectiveness to ensure that the course meets the learning outcomes contained in the course outline approved by the college, and that students are held to college-level standards (Minnesota State System Procedures Chapter 3.5.1 Part 4 Subpart D Number 1).
- Arranges to guest lecture twice during the semester for courses of both new and experienced CEP teachers, if requested in writing to do so by the high school teacher.
- Submits to the CEP coordinator and to the high school principal, a brief written report of each meeting and a final written report at the end of the semester for each CEP course assigned.
- Reviews selected graded assignments, tests and papers.
- Confers with the high school CEP teacher not less than once per month and is available to the high school teacher by phone, e-mail, or other means.
- Extends to high school CEP teachers, invitations to participate in appropriate campus-based and/or program-specific faculty development activities (Minnesota State System Procedures Chapter 3.5.1 Part 4 Subpart D Number 2).

B. HIGH SCHOOL'S DUTIES. The HIGH SCHOOL shall:

Ensure the following program logistics:

- By March 1 of each year, provide general information about the CEP to all students in grades 8, 9, 10, and 11 enrolled in their high school (MN Statutes, Section 124D.09, Subdivision 7).
 - Anytime January-March, coordinate for assessment testing, at the providing the COLLEGE if geographically feasible.
 - By April 1 of each year, return to the COLLEGE's CEP coordinator, the completed *Course Offering Plan* to request courses for the following academic year and to provide the start and end dates for both semesters of the high school calendar.
 - Several weeks prior to the scheduled assessment test date, have students each complete a *Mesabi Range College application for admission and consent for release of information form*. (These students are those scheduled to take the assessment test and who may potentially be enrolling in a CEP course the following academic year.)
 - No later than two weeks prior to the scheduled assessment test date, send completed *Mesabi Range College application* to the COLLEGE's CEP coordinator.
 - By May 15 of each year for Fall Semester, and by December 1 of each year for Spring Semester, send enrollment lists to the COLLEGE'S CEP coordinator.
- (1) The enrollment list for each CEP course offered shall include the full name of each student who plans to enroll in the course, with the understanding that in order to be listed, the student meets the criteria to be eligible for participation in a CEP course (see "Student Qualifications" section).
 - (2) In order to complete an assessment test, the student must provide a completed *Mesabi Range College application for admission and consent for release of information form*.
 - (3) In order to register for a course, the student must have met CEP program requirements and course pre-requisites.

- Assist in student compliance with the Drop/Add and Withdrawal Policies (see “Other Provisions” section), sign off on forms as student advisor, and forward completed forms to the COLLEGE’s CEP coordinator.
- To the extent possible, provide counseling services to students and their parents or guardian before students enroll in CEP courses. This ensures that the students and their parents or guardian are fully aware of the risks and possible consequences of enrolling in CEP courses.
- Provide all textbooks and other instructional materials/equipment required for the course as these are described in the course syllabus.

Ensure the following course scheduling requirements:

- The maximum enrollment of a course with a CEP component is to be the same as it is for other, similarly structured courses in the high school, and the total enrollment (CEP students and non-CEP students combined) must not exceed the course maximum established by the providing COLLEGE.
- HIGH SCHOOLS will have the option to run courses with enrollment fewer than ten students, but only after consultation with and approval from the providing COLLEGE prior to the start of the semester.
- CEP courses should be scheduled at times not normally used for school sports and activities to minimize absences due to school related activities.

Ensure that each high school CEP teacher does the following:

- Creates a course syllabus for the CEP course in collaboration with the college faculty. This is to be completed and shared with the college collaborator no later than one month prior to the first day of the CEP course. This syllabus is to be provided to each student within a maximum of one week after the first class meeting (Minnesota State Board Policy, Chapter 3.22 Part 3). The syllabus needs to contain the components outlined in the COLLEGE’s *Concurrent Enrollment Course Syllabus Guidelines*, and other requirements as may be established by the HIGH SCHOOL.
- Provides the college faculty collaborator with documentation that ensures each CEP course is equivalent in content and rigor to the same course offered on the college campus. This documentation should include copies of quizzes, exams, and completed homework assignments that are examples of student A-level work, B-level work, and C-level work. A student’s grade in a course is to be based on their academic performance on assignments and tests. Testing will cover the full curriculum of the course. The college faculty collaborator reserves the right to approve any mid-terms, as well as the final examination. If not approved, the college faculty collaborator must demonstrate that the exam does not evaluate at a college level and/or it is not consistent with the course outline.
- Assigns final, whole letter grades to each student on the class list, which is provided by the college faculty collaborator. This completed grade sheet is to be signed and sent to the college faculty collaborator immediately after the semester ends.

Ensure the following program support:

- Schedule high school CEP teachers so that they are responsible for no more than two CEP courses per semester, unless approved by the Provost of the providing COLLEGE.

II. OTHER PROVISIONS.

The following is to be understood and agreed to by both the HIGH SCHOOL and COLLEGE:

Teacher Qualifications

- The minimum qualifications for CEP instructors shall be the system established credential fields and minimum qualifications for faculty, as designated in Minnesota State Board Policy 3.32 and System Procedure 3.32.1 College Faculty Credentialing. Exceptions to this requirement must fall under the provisions of the “Timeline & Approval Process for CEP Teacher Professional Development Plans” and the “Professional Development Plan for CEP Teachers” must be used (refer to documents, attached).
- The CEP HIGH SCHOOL shall forward a completed *High School CEP Teacher Application*, copies of transcripts and a resume to the providing COLLEGE’s CEP coordinator. Repeat teachers need to

submit updated documentation if they further their education and earn credentials to teach in a different discipline.

- Each high school teacher selected to teach a CEP course requires the approval of the teacher's principal and of the college based on the recommendations of its faculty (Minnesota State System Procedures Chapter 3.5.1 Part 4 Subpart E).

Student Admissions Requirements

- Eligible students are juniors with a class rank in the upper one-third of their class and seniors with a class rank in the upper one-half of their class.
- If the high school does not keep class ranking, eligible students are juniors with a score at or above the 70th percentile on a nationally standardized, norm-referenced test and seniors with a score at or above the 50th percentile on a nationally standardized, norm-referenced test.
- If the high school does not keep class ranking and no standardized test score is available, eligible students are juniors with a GPA of 3.00 or better and seniors with a GPA of 2.50 or better. (This is pursuant to Minnesota State System Procedures Chapter 3.5.1 Part 2 Subpart A Number 3, which allows documentation other than that specified above).
- Potential CEP students must participate in assessment testing in reading, English (determined from reading assessment), and mathematics prior to course registration, and CEP students must place at or above college level in reading and English skills. (A student can take this assessment test up to twice each year.)
- Potential CEP students can also meet college-readiness admissions standards by achieving established minimum ACT, SAT, and/or MCA assessment scores.
- CEP students must meet the required prerequisites for each course in which they wish to enroll, before their course begins.
- A student who does not meet the admissions standards indicated above may petition for admission to the providing COLLEGE after an admissions review process. This decision is based upon a completed *Student Petition Form* which includes a signed statement by the HIGH SCHOOL Principal. This statement needs to provide evidence of the student's readiness and ability to perform college-level work as well as the indication that the student could benefit from college courses and is recommended for admission.
- All student petitions will be reviewed in accordance to the procedures outlined in the providing the COLLEGE'S admissions review process.

Exceptions Requirements

- A high school that wishes to have a college offer a PSEO concurrent enrollment course to its students, but cannot generate sufficient enrollment to offer that course only to CEP students, may request approval for an exception from the provost of the college. The provost of the college shall approve or deny the request after the appropriate college consultation process (Minnesota State System Procedures Chapter 3.5.1 Part 4 Subpart H). Requests from high schools must be received by July 1 of each year for Fall Semester and December 1 of each year for Spring Semester.
- Enrollment of CEP students in a course will be greater than the enrollment of non-CEP students (Minnesota State System Procedures Chapter 3.5.1 Part 4 Subpart H Number 2a).
- The non-CEP students enrolled in CEP courses must have taken the assessment test. It is not necessary that the student achieve the prerequisite score required by students enrolled to earn college credit.
- Students may choose to be non-CEP students and not receive college credit, even if they are eligible and qualify for the CEP course.

Student Requirements

- Potential CEP students shall inform the high school by March 30 of each year of the student's intent to enroll in CEP courses during the following school year. (This is to assist in planning. A student is not bound by notifying or not notifying the district by this time.) [See Minnesota Statute, 124D.09 Post-secondary Enrollment Options Act, Subd 7.]
- Potential CEP students must return to their high school guidance counselor their completed *Student Information Form* and *Student-Parent Agreement Form*.
- Potential CEP students must indicate the courses in which they intend to enroll by way of the high school's designated registration system.

- The COLLEGE’s Drop-Add and Withdrawal Policy applies to enrolled CEP students. It is understood that adjustments will be made to the student’s record by the COLLEGE’s records office in accordance to the Drop/Add and Withdrawal policies outlined below.

Dropping and Adding a Course

Students may make a change(s) in their course schedules **only** through the fifth (5th) class day of the high school’s calendar. Dropped classes do not appear on the student’s transcript.

Withdrawal

Students may withdraw from courses after the fifth (5th) class day through the final date for official course withdrawal. The final date for official course withdrawal is the last day on which students may officially terminate their enrollment in a course, and shall be the date on which eighty percent (80%) of the days in the academic semester at the high school have elapsed. For courses not on a standard academic semester schedule, such as those courses “stretched” over both fall and spring semesters, the final date for official course withdrawal shall be established as the date on which eighty percent (80%) of the instructional days for the course have elapsed (Minnesota State Board Policy, Chapter 3 Part 3 Subpart A).

Grades of “W” for withdrawal will be recorded on the student’s official transcript. No withdrawals from the courses may be made after the final date for official course withdrawal. Withdrawals that are not officially processed through the CEP coordinator and records office will be recorded on the student’s permanent record with a grade of “F”.

III. CONSIDERATION AND TERMS OF PAYMENT.

- A. Consideration for all services performed by COLLEGES pursuant to this Agreement shall be paid by the HIGH SCHOOLS as follows:

HIGH SCHOOLS will pay \$2,000 for each CEP course offered during a semester.

If no CEP course is offered during the Academic Year, no yearly fee is due; however, the HIGH SCHOOL will need to pay any costs incurred by COLLEGE due to the administration of assessment tests. These costs include a per test fee, as well as mileage, food and lodging reimbursements (if applicable), and staff time administering and scoring the tests.

- B. Terms of Payment. Payment shall be made by HIGH SCHOOL(S) within thirty (30) days after the COLLEGE has presented invoices for services performed to the HIGH SCHOOL. Invoices for course fees shall be calculated once each academic year with the invoice to be submitted to the appropriate high school no later than May 15.

- V. TERMS OF AGREEMENT. This agreement shall be effective January 1, 2017, or upon the date that the final required signature is obtained by the COLLEGE, whichever occurs later, and shall remain in effect until June 30, 2018, or until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.

- VI. CANCELLATION. This Agreement may be cancelled during its term only by mutual agreement between HIGH SCHOOLS and COLLEGE. In the event of such a cancellation, the COLLEGE shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.

VII. AUTHORIZED REPRESENTATIVES.

Each Authorized Representative shall have final authority for acceptance of services of the other party and shall have responsibility to insure that all payments due to the other party are made pursuant to the terms of this Agreement.

- A. For collective actions, HIGH SCHOOLS' Authorized Representative for the purposes of administration of this Agreement is:

International Falls High School: Kevin Grover, Superintendent, International Falls High School, School District #361, 1515 11th Street, International Falls, MN 56649-2501.

- B. For individual actions, the Authorized Representative of each COLLEGE for the purpose of administration of this agreement is as follows:

MESABI RANGE COLLEGE: Shelly McCauley-Jugovich, Provost, Mesabi Range College, 1001 Chestnut Street West, Virginia, MN 55792.

- VIII. ASSIGNMENT. Neither the COLLEGE nor the HIGH SCHOOL(S) may assign or transfer any rights or obligations under this Agreement without the prior written consent of the other party.
- IX. AMENDMENTS. Any amendments to this Agreement shall be in writing, and shall be executed by the same parties who executed the original agreement, or their successors in office.
- X. LIABILITY. HIGH SCHOOL(S) agree to indemnify and save and hold the COLLEGE, their representatives and employees, harmless from any and all claims or causes of action arising from the performance of this contract by the HIGH SCHOOL(S) or the HIGH SCHOOL(S)' agents or employees. This clause shall not be construed to bar any legal remedies the HIGH SCHOOLS may have for the COLLEGES' failure to fulfill their obligations pursuant to this contract.
- XI. AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE. HIGH SCHOOL(S) agree that in fulfilling the duties of this contract, HIGH SCHOOL(S) are responsible for complying with the applicable provisions of the Americans with Disabilities Act, 42 U.S.C. Section 12101, et seq. and regulations promulgated pursuant to it. The COLLEGE(S) is not responsible for issues or challenges related to compliance with the ADA beyond their own routine use of facilities, services, or other areas covered by the ADA.
- XII. GOVERNMENT DATA PRACTICES ACT. HIGH SCHOOL(S) must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the COLLEGE in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the HIGH SCHOOL(S) in accordance with this contract. The civil remedies of Minnesota Statutes Section 13.08, apply to the release of the data referred to in this Article by either HIGH SCHOOL(S) or the COLLEGE.
- In the event a HIGH SCHOOL receives a request to release the data referred to in this Article, the HIGH SCHOOL must immediately notify the COLLEGE. The COLLEGE will give HIGH SCHOOL instructions concerning the release of the data to the requesting party before the data is released.
- XIII. OWNERSHIP OF MATERIALS AND INTELLECTUAL PROPERTY RIGHTS. The COLLEGE shall own all rights, including all intellectual property rights, in all original materials, including any curriculum materials, inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronically or magnetically recorded materials, and other work in whatever form, developed by the COLLEGE and its employees and contractors individually or jointly. Materials developed jointly between any COLLEGE employee and/or contractor and any HIGH SCHOOL employee in the performance of its obligations under this contract shall be jointly owned by the COLLEGE and HIGH SCHOOL. Materials developed individually by any HIGH SCHOOL employee in performance of his/her duties under this contract shall belong to HIGH SCHOOL; however, the COLLEGE shall have a non-exclusive, unrestricted right to use such materials in the future. This provision shall not apply to materials developed by the COLLEGE, their contractors and/or employees, or those developed by the HIGH SCHOOL or any HIGH SCHOOL employee prior to the existence of this contract.
- XIV. PUBLICITY. Any publicity given the program, publications, or services provided resulting from this Agreement, including, but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the HIGH SCHOOL or its employees individually or jointly with others, or any subcontractors shall identify the COLLEGE as the sponsoring agency and shall not be released prior to approval by COLLEGES' authorized representative.

IN WITNESS WHEREOF, the parties have caused this agreement to be duly executed intending to be bound thereby.

APPROVED:

1. **SCHOOL DISTRICT**

By (authorized signature) 
Title: Kevin Grover, Superintendent, School District #361
Date 9-26-17

2. **MESABI RANGE COLLEGE**

By (authorized signature)
Title: Shelly McCauley-Jugovich, Interim Provost, Mesabi Range College
Date

FY 18 Capital Outlay Facilities Expenditures

	Capital		LTFM	
41 Falls High	mechanical system contingency	15,000	347 Kitchen & Pool Inspections	2,500
	Additional Hot Water Heating Boiler	24,000	347 Elevator & Lift Inspections	1,000
			347 PPE	1,000
			349 Haz Waste Disposal	1,500
			352 H&S Management Assistance	2,500
			352 H&S Contracted Service	10,000
			363 Fire Safety Monitoring Fee	6,000
			363 Fire Alarm System Replacement	22,437
			363 Fire Extinguisher Inspect/Maint	1,000
			369 Pool Bleacher Replacement	48,000
			384 FHS Student Parking Lot Resurfacing	159,052
			384 Arena and FES Parking Lot	40,000
			369 Science tables and gas piping rm 122	40,000
349 Radon Testing	3,500			
		349 Lead in Water Testing	3,500	
Falls Elemenary	mechanical system contingency	12,000	363 Fire Extinguisher Inspect/Maint	1,000
	Roof Replacement	171,575		
	Corridor Painting, Second Floor	5,000		
	Bottle Filler Stations	2,000		
Bus Garage Transportation	mechanical system contingency	5,000		
	2 Buses	115,000		
Sports Stadium	Concession Stand Power Increase	8,500		
Bronco Arena	mechanical system contingency	5,000	363 Fire Extinguisher Inspect/Maint	1,000
	Bottle Filler Stations	2,500		
Totals		365,575		343,989
Projected funds		277,444		343,989
		88,131		0

FY 19 Capital Outlay Facilities Expenditures

	Capital		LTFM		
Falls High	mechanical system contingency	15,000	347 Kitchen & Pool Inspections	2,500	
			347 Elevator & Lift Inspections	1,000	
			349 Haz Waste Disposal	1,500	
	Corridor Lighting and Ceiling, 2nd Floor	80,000	352 H&S Management Assistance	2,500	
	Corridor Lighting and Ceiling Project	110,000	352 H&S Contracted Service	10,000	
	Mower	20,000	347 PPE (added \$1000 for lock out locks and gear	2,000	
	Stay bolts in # 2 boiler	10,000	363 Fire Safety Monitoring Fee	6,000	
			363 Fire Extinguisher Inspect/Maint	1,000	
			384 Track running surface replacement	70,000	
			358 Asbestos Removal, Corridor Lighting(Added \$20,000 for other years)	40,000	
		379 Business Office Ceiling	7,166		
		369 Student Lockers Replacement	55,000		
		370 Business Office Lighting	6,000		
		366 Metal shop ventalation system	40,155		
Falls Elemenary	mechanical system contingency	12,000	363 Fire Extinguisher Inspect/Maint	1,000	
	Restroom Partitions	15,000	347 Playground Fall Atenuation	1,000	
	Gymnasium Painting	10,000	384 Sidewalk replacement	30,000	
		384 Playground resurfacing	108,834		
Bus Garage- Transportation	mechanical system contingency	2,944	352 AED	2,000	
Sports Stadium	mechanical system contingency	2,500	363 Fire Extinguisher Inspect/Maint	1,000	
			381 Domestic Water Piping Replacement with hot water heater(added 10,000 for Hot water heater)	50,196	
Bronco Arena					
Totals		277,444		439,851	717,295
Projected funding		277,444		439,851	717,295
		0		0	

FY 20 Capital Outlay Facilities Expenditures

	Capital		LTFM		
Falls High	mechanical system contingency	20,000	347 Kitchen & Pool Inspections	2,500	
	Roof Replacement, Pool	50,000	347 Elevator & Lift Inspections	1,000	
	Furniture	82,000	349 Haz Waste Disposal	1,500	
	Exhaust Fans' Replacement	20,000	352 H&S Management Assistance	2,500	
	Corridor Painting, First Floor	24,000	352 H&S Contracted Service	10,000	
	FHS resurface gym floor (stain)	41,944	363 Fire Safety Monitoring Fee	6,000	
			363 Fire Extinguisher Inspect/Maint	1,000	
			381 Domestic Water Piping Replacement	140,000	
			366 Media Center Heating/Ventilation	50,000	
			358 Media Center Asbestos Removal	10,000	
		370 Media Center Lighting Replacement	20,000		
		347 PPE	1,204		
		363 Fire Alarm System Replacement	65,000		
		379 Media Center Ceiling Replacement	20,000		
Falls Elemenary	mechanical system contingency	12,000	347 Playground Fall Atenuation	1,000	
	Kitchen Steam Kettle	2,000	363 Fire Extinguisher Inspect/Maint	1,000	
			379 Corridor Ceiling Replacement and lighting	69,147	
Bus Garage Transportation	mechanical system contingency	7,000	363 Fire Extinguisher Inspect/Maint	1,000	
	Fuel Tank Ballast Concrete Slab	11,000			
Sports Stadium					
Bronco Arena	mechanical system contingency	7,500	363 Fire Extinguisher Inspect/Maint	1,000	
	East Side Parking Lot (Pave)	90,000	366 Locker Room Ventillation	36,000	
Totals		277,444		439,851	717,295
Projected funding		277,444		439,851	717,295
		0		0	

FY 21 Capital Outlay Facilities Expenditures

	Capital		LTFM		
Falls High	mechanical system contingency	15,000	347 Kitchen & Pool Inspections	2,500	
	Pool Munchkin Water Heater Replacement	40,000	347 Elevator & Lift Inspections	1,000	
			347 PPE	1,166	
			347 Playground Fall Atenuation	1,038	
			349 Haz Waste Disposal	1,500	
			352 H&S Management Assistance	2,500	
			352 H&S Contracted Service	10,000	
			363 Fire Safety Monitoring Fee	6,000	
			363 Fire Extinguisher Inspect/Maint	1,000	
			369 Student Locker Replacement	81,147	
		384 Teacher's Parking Lot Resurfacing	50,000		
		383 Roof Replacement, where needed	100,000		
45 Falls Elemenary	mechanical system contingency	12,000	363 Fire Extinguisher Inspect/Maint	1,000	
	Munchkin Water Heater Replacement	15,000	384 Teacher parking lot Blacktop Resurfacing	60,000	
			381 Hand Washing Stations Replacement	45,000	
			369 Student Locker Replacement	75,000	
Bus Garage Transportation	mechanical system contingency	5,000			
Sports Stadium	New, poles lighting & speakers	185,444			
Bronco Arena	mechanical system contingency	5,000	363 Fire Extinguisher Inspect/Maint	1,000	
Totals		277,444		439,851	717,295
Projected funding		277,444		439,851	717,295
		0		0	

FY 23 Capital Outlay Facilities Expenditures

	Capital		LTFM	
Falls High	mechanical system contingency	15,000	347 Kitchen & Pool Inspections	2,500
	Classroom Casing Replacement	200,444	347 Elevator & Lift Inspections	1,000
			347 PPE	1,000
			349 Haz Waste Disposal	1,500
			352 H&S Management Assistance	2,500
			352 H&S Contracted Service	10,000
			363 Fire Safety Monitoring Fee	6,000
			363 Fire Alarm Equipment	2,000
			363 Fire Extinguisher Inspect/Maint	1,000
			349 Lead in Water Testing	3,500
			349 Radon Testing	3,500
		381 Shower Fixtures' Replacement	122,100	
Falls Elemenary 47	mechanical system contingency	12,000	363 Fire Extinguisher Inspect/Maint	1,000
	Furniture	40,000	368 Exterior Doors & Jambs Replacement	100,000
			347 Playground Fall Atenuation	1,251
Bus Garage Transportation	mechanical system contingency	5,000		
Sports Stadium			384 Football Field Lighting Replacement	180,000
Bronco Arena	mechanical system contingency	5,000	363 Fire Extinguisher Inspect/Maint	1,000
Totals		277,444		439,851
Projected funding		277,444		439,851
		0		0
				717,295
				717,295

Adjusted

Moved from other years

Must be done once every 5 years

FY 24 Capital Outlay Facilities Expenditures

	Capital		LTFM	
Falls High	mechanical system contingency	15,000	347 Kitchen & Pool Inspections	2,500
	Classroom Casing Replacement	197,444	347 Elevator & Lift Inspections	1,000
			347 PPE	2,000
			349 Haz Waste Disposal	1,500
			352 H&S Management Assistance	2,500
			352 H&S Contracted Service	10,000
			363 Fire Safety Monitoring Fee	6,000
			363 Fire Alarm Equipment	2,000
			363 Fire Extinguisher Inspect/Maint	1,000
			368 Exterior Doors & Jambs Replacement	87,896
		369 Science Lab Equipment Replacement	77,155	
		383 Roof Replacement, where needed	143,300	
		379 Corridor Flooring Replacement	100,000	
Falls Elemenary	mechanical system contingency	12,000	363 Fire Extinguisher Inspect/Maint	1,000
	Furniture	43,000	347 Playground Fall Atenuation	1,000
Bus Garage	mechanical system contingency	5,000		
Transportation				
Sports Stadium				
Bronco Arena	mechanical system contingency	5,000	363 Fire Extinguisher Inspect/Maint	1,000
Totals		277,444		439,851
Projected funding		277,444		439,851
		0		0
				717,295
				717,295

Adjusted

FY 25 Capital Outlay Facilities Expenditures

	Capital		LTFM	
Falls High	mechanical system contingency	15,000	347 Kitchen & Pool Inspections	2,500
	Furniture	100,000	347 Elevator & Lift Inspections	1,000
	Saw Dust Collection System	45,444	347 PPE	1,000
			347 Playground Fall Atenuation	1,000
			349 Haz Waste Disposal	1,500
			352 H&S Management Assistance	2,500
			352 H&S Contracted Service	10,000
			363 Fire Safety Monitoring Fee	6,000
			363 Fire Alarm Equipment	2,000
			363 Fire Extinguisher Inspect/Maint	1,000
		384 Sidwalk Replacement	30,000	
Falls Elemenary	mechanical system contingency	12,000	363 Fire Extinguisher Inspect/Maint	1,000
	Furniture	95,000	384 Sidwalk Replacement	30,000
			367 Elevator, ADA Bathrooms 2nd Floor	225,000
49 Bus Garage Transportation	mechanical system contingency	5,000	379 Corridor Flooring Replacement	75,000
			384 Sidwalk & Fuel Isand cement Replacement	20,000
Sports Stadium			380 Hand rails	9,351
Bronco Arena	mechanical system contingency	5,000	363 Fire Extinguisher Inspect/Maint	1,000
			380 Spectator Bleacher Heat, West Side	20,000
Totals		277,444		439,851
Projected funding		277,444		439,851
		0		0
				717,295
				717,295

Adjusted

FY 26 Capital Outlay Facilities Expenditures

	Capital		LTFM	
Falls High	mechanical system contingency	15,000	347 Kitchen & Pool Inspections	2,500
	Furniture	90,000	347 Elevator & Lift Inspections	1,000
			347 PPE	1,155
			349 Haz Waste Disposal	1,800
			352 H&S Management Assistance	2,500
			352 H&S Contracted Service	10,000
			363 Fire Safety Monitoring Fee	6,000
			363 Fire Alarm Equipment	3,000
			363 Fire Extinguisher Inspect/Maint	1,000
			380 Fuel Tank Monitoring System	30,000
		379 Classroom Whiteboard Conversion	40,000	
		379 Gymnasium Flooring Replacement	200,000	
Falls Elementary	mechanical system contingency	12,000	363 Fire Extinguisher Inspect/Maint	1,000
			347 Playground Fall Attenuation	1,000
			380 Fuel Tank Monitoring System	30,000
			379 Classroom Whiteboard Conversion	27,896
			379 Gymnasium Flooring Replacement	50,000
Bus Garage	mechanical system contingency	5,000	380 Fuel Tank Monitoring System	30,000
Transportation				
Sports Stadium				
Bronco Arena	mechanical system contingency	5,444	363 Fire Extinguisher Inspect/Maint	1,000
	De-Humidifying System	150,000		
Totals		277,444		439,851
				717,295
Projected funding		277,444		439,851
				717,295
		0		0

Adjusted

FY 27 Capital Outlay Facilities Expenditures

	Capital		LTFM		
Falls High	mechanical system contingency	15,000	347 Kitchen & Pool Inspections	2,500	
	Bath/Changing Facility, Spring Sports	93,000	347 Elevator & Lift Inspections	1,000	
	Sheela Field Lighting	100,000	347 PPE	1,100	
	Classroom blackboard conversion to whiteboard, each	1,000	349 Haz Waste Disposal	1,500	
			352 H&S Management Assistance	2,500	
			352 H&S Contracted Service	10,000	
			363 Fire Safety Monitoring Fee	6,000	
			363 Fire Alarm Equipment	2,000	
			363 Fire Extinguisher Inspect/Maint	1,000	
			Pool ext. wall vapor barrier to eliminate brick efflorescence	100,000	
			383 Roofing	208,851	
			347 Bleacher Certification	400	
	Falls Elementary	mechanical system contingency	12,000	363 Fire Extinguisher Inspect/Maint	1,000
		Classroom blackboard conversion to whiteboard, each	1,000	347 Playground Fall Atenuation	1,000
Bus Garage Transportation	Above ground fuel storage tanks	50,444			
Sports Stadium					
Bronco Arena	mechanical system contingency	5,000	363 Fire Extinguisher Inspect/Maint	1,000	
			East parking lot	100,000	
Totals		277,444		439,851	
Projected funding		277,444		439,851	
		0		0	

Adjusted

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

INDEPENDENT SCHOOL DISTRICT NO. 361

AND

EDUCATION MINNESOTA EDUCATIONAL SUPPORT PARAPROFESSIONALS



JULY 1, 2017 TO JUNE 30, 2019

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ARTICLE I: PURPOSE

SECTION 1. PARTIES: This Agreement, entered into between the School Board of Independent School District No. 361, International Falls, Minnesota, hereinafter referred to as the School Board, and the International Falls Federation of Educational Support Professionals, Local 4798 AFT/MFT/AFL-CIO, hereinafter referred to as the Union, pursuant to and in compliance with the Public Employment Labor Relations Act of 1971, as amended, hereinafter referred to as the P.E.L.R.A. to provide the terms and conditions of employment for educational support professionals during the duration of this Agreement. An Educational Support Professional shall be referred to in this document as an ESP.

ARTICLE II: RECOGNITION OF EXCLUSIVE REPRESENTATIVE

SECTION 1. RECOGNITION: In accordance with P.E.L.R.A., the School Board recognizes the Union as the exclusive representative of educational support professionals employed by the School Board of Independent School District No. 361, which exclusive representative shall have those rights and duties as prescribed by the P.E.L.R.A., and as described in the provisions of this Agreement.

ARTICLE III: DEFINITIONS

SECTION 1. TERMS AND CONDITIONS OF EMPLOYMENT: The term “terms and conditions of employment” means the hours of employment, the compensation thereof including fringe benefits except retirement contributions or benefits other than employer payment of, or contributions to, premiums for group insurance coverage for retired Educational Support Professionals or severance pay, and the employer’s personnel policies affecting the working conditions of the Educational Support Professionals. In the case of Educational Support Professional employees the term does not mean educational policies of the School District. The terms in both cases are subject to the provisions of Section 179A.03, Subd. 19, regarding the rights of public employers and the scope of negotiations.

SECTION 2. EDUCATIONAL SUPPORT PROFESSIONAL: An Educational Support Professional is a person hired by the School Board to assist teachers and administrators to implement educational programs and services and to perform other duties as may be assigned. The description of the appropriate unit shall be: All Educational Support Professional employees (including: teacher aides, Indian education aides, playground supervisors, and monitors) of Independent School District No. 361, International Falls, Minnesota who are public employees, excluding confidential, supervisory employees, essential employees, part-time employees whose services do not exceed the lesser of 14 hours per week or 35 percent of the normal work week in the employees’ bargaining unit, employees who hold positions of a

temporary or seasonal character for a period not in excess of 67 working days in any calendar year and emergency employees.

SECTION 3. YEAR OF SERVICE: “Year of Service” shall be defined as continuous employment for an entire school year.

SECTION 4. SENIORITY DATE: “Seniority Date” is the first day of continuous service in a union position.

SECTION 5. GENDER: Whenever any words are used in this agreement in the masculine gender, they shall also be construed to include the feminine or neuter gender in all situations where they would so apply; whenever any words are used in the singular, they shall also be construed to include the plural in all situations where they would so apply, and where any words are used in the plural they shall also be construed to include the singular.

SECTION 6. OTHER TERMS: Terms not specifically defined in this Agreement shall have those meanings as defined by the P.E.L.R.A. of 1971, as amended.

SECTION 7. FULL TIME EMPLOYEE: Any Educational Support Professional who regularly works seven (7) or more hours per day for an entire school year.

SECTION 8. PART TIME EMPLOYEE: Any Educational Support Professional who regularly works less than seven (7) hours per day for an entire school year.

SECTION 9. SCHOOL YEAR: The students’ regularly scheduled school year.

SECTION 10. POSITION: The posted job inclusive of all hours and assignments.

ARTICLE IV: SCHOOL BOARD RIGHTS AND OBLIGATIONS

SECTION 1. INHERENT MANAGERIAL RIGHTS: The Union recognizes that the School Board is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure and selection and assignment and number of personnel.

SECTION 2. MANAGEMENT RESPONSIBILITIES: The Union recognizes that the School Board has the right and obligation to efficiently manage and conduct the operation of the School District within its legal limitations and with its primary obligation to provide educational opportunity for the students of the School District.

SECTION 3. EFFECT OF LAWS, RULES, AND REGULATIONS: The Union recognizes that all educational support professionals covered by this Agreement shall perform the services prescribed by the School Board and shall be governed by the laws of the State of Minnesota, and by School Board rules, regulations, directives and orders, issued by properly designated officials of the School District. The Union also recognizes the right, obligation and duty of the School Board and its duly designated officials to promulgate rules, regulations, directives and orders from time to time as deemed necessary by the School Board insofar as such rules, regulations, directives and orders are not inconsistent with the terms of this Agreement. The Union also recognizes that the School Board and all educational support professionals covered by this Agreement are subject to the laws of the State of Minnesota, Federal laws, rules and regulations of the State Board of Education, and valid rules, regulations and orders of State and Federal governmental agencies. Any provision of this Agreement found to be in violation of any such laws, rules, regulations, directives or orders shall be null and void and without force and effect.

SECTION 4. RESERVATION OF MANAGERIAL RIGHTS: The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent management rights and management functions not expressly reserved herein, and all management rights and management functions not expressly delegated in the Agreement are reserved to the School Board.

SECTION 5. HEALTH AND SAFETY: The School Board shall abide by all state and federal health and safety regulations applicable to School Districts.

SECTION 6. FAIR PRACTICES: In accordance with School Board policy, no person or persons, department or division responsible to the School Board shall discriminate against any employee on the basis of race, creed, color, national origin, sex, or marital status.

SECTION 7. USE OF VOLUNTEERS: Nothing in this contract shall prevent the School Board from using volunteers.

ARTICLE V: EDUCATIONAL SUPPORT PROFESSIONAL RIGHTS

SECTION 1. RIGHT TO VIEWS: Nothing contained in this Agreement shall be construed to limit, impair or affect the right of any public employee or the employee's representative to the expression or communication of a view, grievance, complaint or opinion on any matter related to the conditions or compensation of public employment or their betterment, so long as the same is not designed to and does not interfere with the full, faithful, and proper performance of the duties of employment or circumvent the rights of the Union.

SECTION 2. RIGHT TO JOIN: Pursuant to P.E.L.R.A. employees shall have the right to form and join labor or employee organizations, and shall have the right not to form and join such organizations.

SECTION 3. REQUEST FOR DUES CHECK OFF: Educational Support Professionals shall have the right to request and be allowed dues check off for the International Falls Federation of Educational Support Professionals. Upon receipt of a properly executed authorization of the ESP involved, the School District will deduct from the ESP's paycheck the monthly dues. Such authorization shall continue in effect from year to year unless revoked in writing prior to October 1st to the business office by the participant. The Union shall advise the business office of any change in the dues rate each year.

SECTION 4. FAIR SHARE FEE: Any Educational Support Professional included in the appropriate unit who is not a member of the Union may be required by the Union to contribute a fair share fee for services rendered as exclusive representative. The fair share fee for any ESP shall be deducted from employee earnings and remitted in accordance with P.E.L.R.A. The Union hereby warrants and covenants that it will defend, indemnify and save the school district harmless from any and all actions, suits, claims, damages, judgments and executions or other forms of liability liquidated or unliquidated, which any educational support professional may have to claim to have, now or in the future, arising out of or by reason of the deduction of the fair share fee specified by the Union as provided herein.

ARTICLE VI: BASIC SCHEDULES AND RATES OF PAY

SECTION 1. RATES OF PAY:

Subd. 1. Salary Schedules. The wages and salaries reflected in **Schedule A for 2017-18, Schedule B for 2018-19** attached hereto, shall be a part of this Agreement.

Subd. 2. During the duration of this Agreement, advancement on any salary schedule shall be subject to the terms of this Agreement. In the event a successor Agreement is not entered into prior to the expiration of this Agreement, an Educational Support Professional shall be compensated according to this agreement until a successor Agreement is entered into. Pay shall be retroactive from the date of salary settlement.

Subd. 3. Subbing. An ESP II subbing for an ESP I shall receive the rate of pay for the ESP I for the time of the subbing. An employee on lay off, when offered temporary employment within the same classification, shall receive their regular rate of pay.

Subd. 4. Field Trips. Paraprofessionals assigned to accompany their students on field trips shall receive hourly pay for field trips that occur outside their regularly scheduled duty day in accord with the following:

- All day field trips for hours beyond normal assigned time: ESP's current rate of pay.
- Overnight field trips: ESP's current rate of pay for all hours per scheduled field trip day (i.e. start of student's day until student's scheduled bed time)

When two or more Paraprofessionals assigned to a single student desire to fill the field trip assignment, seniority shall be used to determine the assignment.

SECTION 2. CLASSIFICATION DESCRIPTIONS:

Educational Support Professional I (Monitor): Educational Support Professional whose position is not defined to provide direct instructional support, or to provide direct student support as required by an IEP and who performs the majority of their service without direct supervision of a teacher. Educational Support Professionals assigned to drive a van and/or ride in a bus or van shall receive this pay classification for the period of time assigned to this duty.

Educational Support Professionals II (Paraprofessional): Education Support Professional providing instructional support for students under direct supervision of a teacher for the majority of their assignment.

Educational Support Professional III: Indian Education Support Professionals (Current Indian Education employee's brought into the bargaining unit for the 2009 – 2010 school year) will have initial placement on the salary schedule reflective of the number of years they have worked for the district at the current capacity. Seniority within this classification will be based on years of service for the district in current or like position, but overall union seniority will be based on actual years in the union.

SECTION 3. SALARY SCHEDULE PLACEMENT:

Subd. 1. The School Board shall determine the placement of all new ESPs on the salary schedule and may allow a maximum of two years for experience outside the School District.

Subd. 2. Placement on the salary schedule shall be done on the basis of years of service. Any new employee hired prior to December 1 will be given credit for one year of service.

Subd. 3. Advancement on the salary schedule shall take place once a year on July 1.

SECTION 4. HIGHLY QUALIFIED REQUIREMENT: Paraprofessionals are required to pass the ParaPro Assessment or provide the district with verification of at minimum an Associate of Arts degree or 60+ credits, so that they meet the state's requirements of being highly qualified. Paraprofessionals who need to take the ParaPro Assessment will be responsible to schedule his/her initial test within four (4) weeks of employment. It is agreed that members would be allowed two (2) testing opportunities to achieve a passing score. Tests would be scheduled a minimum of six (6) weeks apart and a maximum of twelve (12) weeks with the union member responsible for the purchase price of the examination. **District will reimburse the employee the cost of the initial examination within 30 days of the last day of school in the school year in which the test was taken. A reimbursement voucher must be submitted by the last day of school.**—Failure for a Paraprofessional to demonstrate proficiency will be grounds for dismissal.

ARTICLE VII: POST EMPLOYMENT COMPENSATION

SECTION 1. 403(B) MATCH PROGRAM: An Educational Support Professional will receive an annual monetary contribution to a 403(b) deferred compensation fund from the School District according to the

schedule below provided the ESP contributes a like amount of money. An ESP is eligible to receive the School District's contribution beyond twenty-five (25) years provided they do not exceed the School District's maximum. Upon receiving the maximum \$14,000 the School District's contributions shall cease.

Effective July 1, 2004, the School District's contribution will be according to the following schedule:

<u>YEARS OF SERVICE TO THE DISTRICT</u>	<u>DISTRICT CONTRIBUTION</u>
0-3 Years:	\$0 (must qualify)
4-10 Years:	\$450
11-20 Years:	\$600
21-25 Years:	\$850

SECTION 2: HEALTH CARE SAVINGS PLAN:

~~Subd. 1. Employees who are covered by this agreement, have provided the School District with a minimum of ten (10) years of continuous service and qualify for a PERA annuity shall be eligible for post-employment benefits to be contributed to the employee's health care savings plan (HCSP) administered by the Minnesota State Retirement System (MSRS).~~

~~_____ A. _____ Maximum District Contribution: The maximum District contribution to the employee's health care savings plan (HCSP) will be the product of 50% of accumulated sick leave times his/her rate of pay at the time of severance not to exceed 300 hours of the employee's accumulated sick leave.~~

~~_____ B. _____ Time of Contribution: The calculated value of the employee's HCSP will be placed into the employee's HCSP account within thirty (30) days following severance of employment. A minimum of \$1500.00 is needed to qualify for a HCSP account. Any amount less than \$1500 will be paid to the employee. Any payment to employee is subject to taxes.~~

~~_____ C. _____ Death of Qualifying Employee:~~

~~_____ a. _____ Employee qualified, but had not severed service: The total value would be paid to the employee's estate within thirty (30) days following the death of the employee.~~

~~_____ b. _____ Employee qualified and severed service, but had not received full payment into HCSP: remaining amount owed to employee would be paid in a lump sum to employee's estate within thirty (30) days following the death of the employee.~~

Subd. 1. Employees who are covered by this agreement and have provided the District with five (5) years of continuous service shall be eligible for post-employment benefits to be contributed to the employee's health care savings plan (HCSP) administered by the Minnesota State Retirement System (MSRS).

- A. District Contribution: At the end of five (5) years of continuous employment, the District will contribute the product of 50% of the accumulated sick leave times his/her rate of pay for the current year. The remaining 50% will be placed into a Reserve Bank.
- B. Contribution Intervals: The above contribution will occur after every five (5) years of employment or severance from the District of an ESP with five or more years of service.
- C. Time of Contribution: The calculated value of contribution will be placed in the employee's HCSP by June 30th for continuing employees or within 30 days of severance for employee's severing service.
- D. Bonus Contribution: Employees with fifteen (15) or more years of service to the District in an ESP position(s) and who qualify for a PERA annuity shall at the time of retirement have an additional contribution of the product of 50% of the Reserve Bank times current rate of pay contributed to employee's HCSP. Bonus contribution will be paid as per Time of Contribution, Subd. 1-C.
- E. Implementation: Any employee with five (5) or more years of service in an ESP position at the conclusion of the 2017 – 2018 school year will have initial payment made into employee's HCSP by June 30th.
- F. Death of Qualifying Employee:
 - 1. Employee qualified, but had not severed service: The total value owed would be paid to the employee's estate within thirty (30) days following the death of the employee.
 - 2. Employee qualified and severed service, but had not received full payment into HCSP: The remaining amount owed to employee would be paid in a lump sum to employee's estate within thirty (30) days following the death of the employee.

**Hypothetical Example attached in Appendix A

ARTICLE VIII: GROUP INSURANCE

SECTION 1. LIFE INSURANCE BENEFITS:

Subd. 1. Each ESP shall receive \$50,000 term-life insurance. Per Madison National Life (National Insurance Services) the amount of Basic and Optional Life Insurance reduces to 65% of stated coverage upon attainment of age 70, reduces to 40% of stated coverage upon attainment of age 75 and reduces

to 25% of stated coverage upon attainment of age 80 and terminates upon retirement. Additional insurance may be purchased at the employee's own expense as stipulated in the insurance policy.

SECTION 2. HEALTH INSURANCE:

Subd. 1. The District will contribute \$460.00 per month toward the cost of a single or family premium for health insurance for an ESP who works thirty (30) or more hours per normal week. ESP's who work under thirty (30) hours per week may participate in the district's health insurance program and will receive a prorated District premium contribution on the basis of hours worked (i.e. #hours worked /7). Health insurance contributions will be for twelve months.

Subd. 2. All ESP employees shall have the right to participate in the District's 125 flexible benefit plan.

SECTION 3. POST EMPLOYMENT HEALTH INSURANCE: ESP who retires and is eligible to receive annuity payments from a Minnesota Public Pension Plan, and who has provided the District with ten (10) years of professional service, may continue coverage under the District's medical insurance plan at the employee's own expense. The employee may elect either single or family coverage. Upon the death of the employee, any family members covered by the medical insurance plan at the time of the employee's death may continue coverage at their own expense.

An employee who becomes permanently disabled and discontinues service to the District may continue coverage under the District's medical insurance plan at the employee's own expense. The employee may elect either single or family coverage.

Employee's spouse and dependents shall be able to continue in the District's medical insurance program, at their own expense, as such continued participation is allowed under law and State and Federal rule.

When an employee or dependent spouse covered under the District's medical insurance becomes eligible for Federal Medicare or other similar medical coverage, the employee or dependent spouse shall be able to continue in the District's medical insurance program, at their own expense, as such continued participation is allowed under law and State and Federal rule.

ARTICLE IX: LEAVES AND ABSENCES

SECTION 1. JURY DUTY: Educational Support Professionals serving jury duty will be paid an amount which together with salary received for jury duty would equal their regular wage.

SECTION 2. GENERAL LEAVES OF ABSENCE: An ESP may request in writing, a leave of absence for up to one calendar year without pay or benefits for the following reasons: education, health, child care, maternity, funeral, or other reasons as may be approved by the School Board. The ESP must notify the district in writing of their intent to return for employment the following school year no later than February 1 of the year of leave.

Subd. 1. The Superintendent may grant leave without pay up to ten (10) days for ESP emergency health purposes or emergency purpose, which do not include leave without pay for vacation or recreation purposes. All requests for ESP emergency health leaves shall have a Doctor's statement. All other requests over ten (10) days must be made to the School Board in a timely fashion to insure that arrangements can be made for a replacement.

Subd. 2. The ESP will be reinstated to his/her position of like status and pay at the end of the leave of absence. If that position does not exist, the ESP may exert his/her rights under the seniority system.

Subd. 3. The School Board may adjust the beginning and ending dates of any leave of absence to conform to specific dates within the school calendar.

Subd. 4. The School Board reserves the right to deny any request for a leave of absence.

SECTION 3. EMPLOYMENT LEAVE: ESP's must have three (3) years of experience within the ESP ranks for the District to be eligible for employment leave. An ESP may apply in writing no later than August 1, to the School Board for a one (1) year leave of absence without pay or benefits for the upcoming school year to pursue employment outside the District. The employee must notify the District in writing of their intent to return for employment the following school year no later than February 1 of the year of employment leave. The employee is guaranteed former position assuming exact position remains and if not is guaranteed employment based on seniority through bump meeting. An ESP who returns from employment leave must work for the District for three (3) years before becoming eligible for employment leave again.

SECTION 4. SICK LEAVE:

Subd. 1. Each Educational Support Professional shall receive sick leave at the rate of .0575 hour per hour worked. Sick leave will be credited by the District on the first day of school each year based on total projected hours of employee's assigned position and updated as assignments change. Any overpayment of sick leave paid upon termination of service prior to the end of the service year shall be deducted from the last paycheck owed the employee. In the event last paycheck is less than amount owed, District will seek collection through other means. Said leave may be for the employee or his/her immediate family. Immediate family is defined as the employee's or employee's spouse's: spouse, children, parents, brother, sister, grandparents, grandchildren, and step relationships of the same and dependent minor or adult for whom the employee provides physical custodial care. Leave for immediate family shall be limited to 160 hours per school year as defined in Statute MN181.9413.

The School Board may require an employee to furnish a medical certificate from the school health officer or from a Licensed Practitioner of the Healing Arts as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay.

~~Sick leave shall be accumulative to eight hundred twenty five (825) hours. Sick leave may not be transferred into "Other Leave".~~

Subd. 2. Reserve Bank. Reserve bank time can be accessed for events that qualify for FMLA, Workers Compensation, MN Parenting Leave Law, and funeral leave if other sick leave days are

depleted. Reserve Bank can be accessed at any time if accumulated sick leave days are exhausted and the event fits criteria outlined in Reserve Bank.

SECTION 5. BEREAVEMENT LEAVE: Leave for each death in the immediate family as defined in Section 4 is five (5) times the ESP's number of assigned daily hours with travel or three (3) times the ESP's number of assigned daily hours without travel. Bereavement leave for an employee's life partner or life partner's relations as outlined in Section 4 will be allowed upon submitting evidence to Superintendent of being with the life partner for seven (7) or more years. Any additional leave for death in the family must be approved by the Superintendent. Bereavement leave shall be deducted from sick leave. Bereavement leave for individuals not defined in Section 4 shall be allowed without pay upon prior approval from the Superintendent of Schools. Request shall be made in writing with two (2) days advance notice.

SECTION 6. OTHER LEAVE: Each ESP shall receive .029 hour per hour worked of "other" leave with pay per full year to be used during the school year. Other leave will be credited by the District on the first day of school each year based on total projected hours of employee's assigned position and updated as assignments change. Other Leave will be calculated using 174 student contact days unless the school calendar were to change in excess of **ten (10)** student contact days (range in which no recalculation would be allowed is 184 – 164). Any decimal on total hours received will be rounded to the nearest half hour. Any overpayment of other leave paid upon termination of service prior to the end of the service year shall be repaid by the employee. At the end of each school year the employee may carryover a maximum of 8 hours "other" leave in their "other" leave account to a maximum of six (6) times their assigned number of daily hours inclusive of the new allotment of hours. The balance of the unused "other" leave will be transferred into his/her sick leave account. Other leave shall be taken only with prior approval of the ESP's building Principal. ~~to a maximum of five (5) times their assigned number of daily hours.~~

SECTION 7. FAMILY MEDICAL LEAVE ACT: All leaves in this agreement which qualify as leave under Family Medical Leave Act (FMLA) shall be considered to run concurrently with eligible leave as prescribed by the FMLA. Sick leave will be exhausted, followed by other leave, and finally unpaid time for a maximum of 12 weeks.

SECTION 8. UNION LEAVE: A maximum of ~~eight (8)~~ **twelve (12)** days per year of paid union leave will be granted to officers or designated representatives of Local 4798 for union related activities. The district will pay the Union member's daily wage with the Union paying any incurred cost for substitutes. Union representatives shall not lose sick leave or other leave days.

SECTION 9. CONFERENCE AND ACTIVITY LEAVE: Each ESP is entitled to take up to sixteen (16) hours of unpaid leave per year to attend their child's(ren's) school conferences, school-related activities, child care, or other early childhood program.

SECTION 10. WORKER'S COMPENSATION LEAVE: Pursuant to M.S. Chapter 175, an Educational Support Professional injured on the job in the service of the District and collecting workers' compensation insurance, shall draw sick leave and receive full salary from the District, the salary to be reduced by the amount equal to the insurance payments paid or payable and only that fraction of the days not covered by insurance will be deducted from accrued sick leave.

SECTION 11. SICK LEAVE POOL: The District and the exclusive representative agree to establish a sick leave pool for those extreme medical situations when ESP's have exhausted their sick leave. The exclusive representative will call for a donation to a pool based on an ESP's request due to an extreme illness/accident. This pool will be administered by the exclusive representative. Each ESP may elect to donate up to eight (8) hours sick leave to the sick leave pool per occurrence; however the number of sick leave hours in the pool shall not be greater than the number of full time equivalent ESP's employed by the District times eight (8). The pool will be reduced to zero on the last ESP duty day of each school year by throwing out any remaining days and starting over when an eligible request is received.

Sick leave donations would not allow an ESP to be absent longer than 12 weeks for an FMLA qualifying event without the Superintendents approval.

ARTICLE X: HOURS OF SERVICE

SECTION 1. BASIC WORK YEAR: The work year shall be prescribed by the School Board or its designee for ESPs.

Subd. 1. The work year will normally be those days that students are in school but may vary according to the needs of the School District.

Subd. 2. The yearly schedule may be modified, shortened or lengthened at the discretion of the Board. ESPs will only be paid for actual hours worked.

Subd. 3. Any work that is during the summer months and/or beyond the normal work year shall be offered to the ESP who normally holds that position during the normal work year. If the ESP rejects the extra work, the work shall be offered by seniority to the other members of the unit until the most junior qualified assignee is required to do the work if rejected by more senior ESPs.

Subd. 4. All ESP's will be assigned a minimum of fourteen (14) hours in-service throughout the school year based on needs determined by administration. The onus of ESP needs should be the burden of both the district and the Union. All ESP's will be expected to participate and may not use "other leave" during in-service days.

SECTION 2. BASIC WORK DAY: All Educational Support Professionals will be assigned starting times and shifts as determined by the School Board or its designee.

Subd. 1. In the event that a student(s) who is served exclusively by the ESP is temporarily absent for a period of less than two (2) weeks (ten (10) school days in succession), the ESP ~~shall~~ may be temporarily laid off without pay and the ESP shall not exert seniority rights for that period of time. However, in the event the absence is more than two (2) weeks (ten (10) school days in succession) the

ESP may request placement on ULA or may bump the least senior ESP to remain whole. If the position is filled by a more senior ESP, then that position shall be an open position at the end of the year and the senior ESP shall have bumping rights. This bump shall occur before the beginning of the next school year.

Subd. 2. When a Paraprofessional's assigned student checks out of school before noon, and after having been in attendance that school day for longer than two (2) hours, the Paraprofessional would be assigned other duty by the building Principal up to noon, at which time the Paraprofessional can be released from duty. Paraprofessionals assigned to a student who checks out of school after noon would be assigned duty for the remainder of the Paraprofessional's regular shift. A Paraprofessional whose assigned student goes home after the school day begins and who is assigned to fill in for another Paraprofessional's absence from work shall complete the absent Paraprofessional's shift for that day. This will be considered a department assignment, and not a substitute assignment. Thus the compensation shall be at their regular shift hourly rate. In the event the assignment is into the ESP I classification it will be considered subbing and the ESP II shall receive the rate of pay for the ESP I position.

SECTION 3. LUNCH PERIOD: ESPs may be provided a duty free lunch period that is not compensated. If an ESP has a working lunch period, they shall be compensated. Lunch periods, either compensated or uncompensated, shall be assigned by the ESP's building Principal.

SECTION 4. SCHOOL CLOSING: In the event that school is closed for any reason and the ESPs are not required to perform services, the ESP's compensation shall be reduced accordingly or will be allowed to use "Other Leave". ESP will be responsible for submitting a leave voucher within the pay period in which the school closing occurred if they wish to use "Other Leave."

ARTICLE XI: SENIORITY

SECTION 1. Seniority in the School District shall be set by using a seniority number with the July 1, 1993 list.

SECTION 2. The School District shall prepare from its records, in conjunction with the Union, a seniority list which shall contain the name, and seniority status (number) of each ESP. The seniority date is the date the employee started to provide continuous service in a union position in that classification. In the event that an employee successfully bids a transfer to another classification and later successfully bids to return to the employee's original classification, seniority would be retained in original classification with bumping rights the following school year (seniority is lost in other classification). Employees hired after July 1, 1993 shall have their seniority date the first day the employee provided continuous service in a union position.

SECTION 3. The School District shall update the seniority lists by classification on or before October 1 and May 1 of each year.

SECTION 4. The seniority list shall be e-mailed to all ESP's and a copy shall be provided to the Union President in the month of October and May of each school year.

SECTION 5. Educational Support Professionals with identical seniority dates (meaning the same first day of work), shall have the determination of seniority made on the basis of the first hired according to board minutes.

SECTION 6. Any person whose name appears on the seniority list and who may disagree with the findings of the School District and the order of seniority in said list shall have twenty (20) days from the date of posting to supply written documentation, proof and request for seniority change to the School District.

SECTION 7. Within twenty (20) days thereafter, the School District shall evaluate any and all such written communications regarding the order of seniority contained in said list and make such changes the School District and the Union deem warranted. A committee of six (6) members (three chosen by the Union and three chosen by the School District) will review documentation and make appropriate changes. A final seniority list shall thereupon be prepared by the School District and Union, which list as revised shall be binding on the School District and any ESP. Each year thereafter the School District and Union shall cause such seniority list to be updated to reflect any addition or deletion of personnel caused by retirement, death, resignation, other cessation of services, or new employees. Such yearly revised list shall govern the filling of positions and the application of the layoff provisions of the contract until thereafter revised.

SECTION 8. POSTING AND FILLING OF POSITIONS: When any position becomes vacant or is newly created, all ESPs will be notified of the vacancy by virtue of posting on the district web page. Vacancy will be posted simultaneously both internally and externally and the filling of the position will be made first from an employed ESP or if none available from an outside applicant. A copy of the vacancy will be sent to each building principal and to the president of the Union. Employees shall be given seven (7) days' time in which to make application to fill the vacancy or new position. The vacancy must be filled as posted by being offered to the most senior qualified person and if declined it must be reposted again both internally and externally. The School Board has final authority to set the qualifications. Qualifications may include having the recommendation of an advisory group or other unusual qualifications. An example would be positions requiring medical expertise, driving a van, entering the pool, etc. Vacant positions during the school year must be filled by an ESP on ULA able to meet position qualifications before posting may occur.

Subd. 1. Annual Posting Meeting. All vacancies that were filled during the preceding school year or vacancies at the time of the posting meeting will be filled in the following order: 1) within same classification based on seniority, ability to meet position qualifications, and bid on position, 2) within other classifications based on overall seniority, ability to meet position qualifications, and bid on

position, 3) member on ULA able to meet position qualifications, and 4) external candidates able to meet position qualifications. During the posting meeting the District shall have veto authority on ESP job selections for up to 10% of the total number of ESPs on the seniority lists. An ESP whose choice was vetoed shall then make an alternate selection. Posting meeting will be set mutually between the district and the Union president. ESP's hired after July 1, 2013 shall not be eligible to participate in the annual posting meeting.

Subd 2. After Annual Posting Meeting and Prior to End of School Year. Vacant positions during the school year must be filled by an ESP on ULA able to meet position qualifications before posting may occur. Internal and external postings may occur at the same time. After a position is properly posted, the position may be filled with an ESP who made application and meets the position qualifications or an external candidate at the discretion of administration. All vacant positions posted and filled after the annual bump meeting will follow the above language and become vacant positions at the subsequent bump meeting.

SECTION 9. REDUCTION OF STAFF:

Subd. 1. Layoff. In the event of reduction of staff, the least senior ESP shall be laid off first, if there are qualified ESPs to fill all positions. AN ESP whose position is eliminated or is displaced may impose his/her seniority over the least senior ESP within his/her classification to remain whole, if he/she has the qualifications. In the event that there is not an ESP less senior with the same number of hours, the ESP will exert seniority on the least senior member below them with the closest number of entitled hours (either above or below).

Subd. 2. Reinstatement.

- a. When placed on leave of absence the ESP shall file their name and address with the Superintendent's office to which any notice of reinstate or availability of positions shall be mailed. Notification of change of address will be the responsibility of the ESP. Rights for bumping after reduction shall only occur within an employee's class.

Failure of a notice to reach an ESP shall not be the responsibility of the School District if any notice has been mailed as provided herein.

- b. If a position covered by this contract becomes available for a qualified ESP on leave, the school district shall by certified mail notify such ESP. The ESP shall have ten (10) calendar days from the date of such notice to accept the re-employment and fifteen (15) working days from the certified mailing date to report to work. Failure to reply or report to work within either period shall constitute waiver on the part of the ESP to any further rights of employment or reinstatement and shall forfeit any future reinstatement or reemployment rights unless other timelines are mutually agreed upon by the ESP and the School Board. An ESP may reject any position that is not equal to or greater than the position from which he/she was placed on leave.

- c. Reinstatement rights shall automatically cease two years from the date the leave commenced and no further rights to reinstatement shall exist.
- d. Any ESP who is laid off may accept employment in another position or in any other occupation during the released time.

SECTION 10. REDUCTION OF HOURS: In the event of reduction of ~~two~~ one hours or less per day for a position, the ESP holding the reduced position will not be allowed to exert his/her seniority until the start of a new school year. In the event that an ESP has his/her hours reduced to an amount below the amount specified in Article 3, Section 2, under 14 hours per week he/she shall not be under the jurisdiction of the Union but shall not lose accumulated standing in regard to seniority or benefits. Reduction of more than ~~two (2)~~ one (1) hours per day results in a new position and is thereby posted and subject to the bumping procedure.

SECTION 11. INCREASING OF HOURS: In the event of adding of hours to a position, the position will not have to be posted until the start of a new school year.

Subd. 1. If the hours are severable (not directly attached to a current position), they shall be offered to the most senior ESP in that building whose schedule will accommodate the hours. In the event the hours are declined by a senior ESP, they shall be offered by seniority to all. If no senior ESP accepts the assignment, then they shall be assigned to the least senior ESP whose schedule will accommodate the hours.

Subd. 2. In the event the hours are severable (not directly attached to a current position), but are an extension of a current ESP's assignment the increase in hours would be offered: 1) to the current ESP in that position, 2) based on seniority to all ESP's whose schedule can accommodate, 3) If no senior ESP accepts the assignment, then they shall be assigned to the least senior ESP whose schedule will accommodate the hours.

Subd. 3. In the event the hours are not severable, the increased hours will be assigned to the current ESP.

SECTION 12. POSTING/BUMPING MEETING: A mutually agreed upon posting/bumping meeting will be held annually with a minimum of two (2) week notice afforded for member notification. The posting/bumping meeting will be conducted by the Union President and the Superintendent or designee. ESP's hired after July 1, 2013 shall not be eligible to participate in the annual posting meeting.

SECTION 13. MOVEMENT BETWEEN CLASSIFICATIONS: Any ESP who moves between classifications shall retain the same seniority standing and salary step on the original seniority list. Said ESP shall be placed on the bottom of the seniority list of the classification he/she is moving in to. In the event that the ESP returns to the original classification by successful application/bid, seniority will be lost in classification with least seniority.

ARTICLE XII: SUSPENSION AND REMOVAL

SECTION 1. PROBATIONARY PERIOD: Every new ESP shall serve a probationary period of one hundred twenty (120) working days, during which the School Board shall have unqualified right to discipline or discharge such ESP without assigning any reason therefore, and without recourse to the grievance procedure. An ESP promoted to or transferred to a new classification shall be on probation for sixty (60) working days, during which period the School Board shall have the right to return the ESP to his/her previous classification but must give the ESP a reason for the demotion. An ESP promoted to another classification shall be compensated at a wage comparable but not greater than his/her previous rate because he /she is serving a new probationary period.

SECTION 2. EDUCATIONAL SUPPORT PROFESSIONAL REPRIMAND: An ESP who has successfully completed the probationary period shall be entitled to have a representative from the Union present when being reprimanded, warned or disciplined for any infraction of policies, rules, regulations, or delinquencies in job performance whenever such action will result in a record being placed in the ESP's personnel file. Copies of any materials placed in an ESP's personnel file shall be provided to the ESP by the supervisor or other administrative officer. An ESP shall be entitled to have a written response included therein. When an ESP makes a request for representation, no official action shall be taken until such a representative is present.

SECTION 3. CAUSES: All covered ESPs shall be subject to suspension and discharge for cause pursuant to the due process. Causes for suspension or discharge include but are not limited to the following:

- A. Stealing,
- B. Use of mood altering or illegal chemicals or intoxicating beverages while on duty or being chemically impaired while on duty,
- C. Sexual misconduct,
- D. Incompetent or unsatisfactory performance

ARTICLE XIII: GRIEVANCE PROCEDURE

SECTION 1. DEFINITIONS:

Subd. 1. Grievance. Grievance shall mean an allegation by an ESP or group of ESPs in a dispute or disagreement between the ESP or group of ESPs and/or administration or the School Board as to the application or interpretation of the terms and conditions of employment as found in this agreement.

Subd. 2. Days. Reference to days regarding time period shall refer to working days. A working day is defined as a day that school is in session.

Subd. 3. Computation of Time. In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted.

Subd. 4. Postmark. The filing or service of any notice or document herein shall be timely if it is personally served or sent by certified or registered mail and such mail bears a postmark within the time period.

Subd. 5. Decisions. Failure by the administration or School Board to render a written decision within the time limits constitutes denial of the grievance.

Subd. 6. Time Limits. Failure of the grievant to adhere to the time limits constitutes a forfeiture of the grievance.

Subd. 7. Resolution. Except after the initial informal meeting any resolution of the grievance shall be in writing and signed by both parties.

Subd. 8. Wages. ESPs shall not be paid wages due to their necessary participation in grievance hearings held during working hours.

SECTION 2. PROCEDURE:

Subd. 1. Large Groups. This procedure is to apply when the grievance is district wide or in more than one school building. Within thirty (30) days of an alleged grievance, the Union shall file the grievance in writing setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought with the Superintendent's Office. Thereafter the procedure will follow as outlined below in step 3 and on.

Subd. 2. Small Groups or individuals.

Step 1. Within thirty (30) days of an alleged grievance, meet on an informal basis with the concerned principal or immediate supervisor and try to resolve the matter.

Step 2. If the matter is not resolved within five (5) days after the meeting, the grievance is filed in writing with the concerned principal or immediate supervisor setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought. The supervisor within ten (1) days shall submit a decision in writing to the ESP. Copies of this decision will be sent at the same time to the Superintendent's Office and the Union.

Step 3. Within five (5) days of the receipt of the written decision the Union may present the grievance in writing to the Superintendent's Office.

Within five (5) days of the receipt of the grievance, the Superintendent or his representative shall meet with the union and attempt to resolve the grievance.

If the grievance is not resolved within five (5) days of this meeting, the Superintendent's Office will submit a decision in writing to the Union.

Step 4. Within five (5) days of the receipt of the Superintendent's written decision the Union may present the grievance in writing to the School Board.

Within five (5) days of the receipt of the grievance, the School Board as a whole or its grievance committee shall meet with the union and attempt to resolve the grievance.

If the grievance is not resolved within five (5) days of this meeting, the School Board will submit a decision in writing to the Union.

Step 5. Within ten (10) days of the School Board's written decision, the Union may submit the grievance to final and binding arbitration.

SECTION 3. ARBITRATION: The School Board or its designees and the Union shall have ten (10) days to select a mutually acceptable arbitrator to hear and decide the grievance. If the parties are unable to agree on an arbitrator, they shall request from the Bureau of Mediation Services, State of Minnesota, a list of five names. The parties shall alternately strike names from the list until only one name remains. The grieving party shall strike first. The parties shall have no more than ten (10) days after the receipt of the list of names to select an arbitrator. Each party shall be responsible for equally compensating the arbitrator for his fee and necessary expenses.

The arbitrator shall not have the power to add to, to subtract from, or to modify in any way the terms of the existing agreement.

The decision of the arbitrator shall be final and binding upon the parties. He shall have the power to make appropriate awards of compensatory reimbursement, if any. The decision shall be issued to the parties by the arbitrator and a copy shall be filed with the Bureau of Mediation Services, State of Minnesota.

ARTICLE XIV: PUBLIC OBLIGATION

The Union agrees that during the term of this contract, neither the Union nor any individual ESP shall engage in any strike. For purposes of this section the term strike shall mean concerted action in failing to report for duty, the willful absence from one's position, sympathy strike the stoppage of work, slowdown, or the abstinence in whole or in part from the full, faithful and proper performance of the duties of employment for the purposes of inducing, influencing or coercing a change in the conditions or compensation or the rights, privileges, or obligations of employment.

ARTICLE XV: DURATION

SECTION 1. TERM AND REOPENING NEGOTIATIONS: This agreement shall remain in full force and effect for a period commencing on July 1, 2017 through June 30, 2019 and thereafter until modifications are made pursuant to the P.E.L.R.A. If either party desires to modify or amend this agreement commencing on July 1, 2017 it shall give written notice of such intent no later than May 1, 2019.

SECTION 2. EFFECT: This Agreement constitutes the full and complete agreement between the School Board and the Union. The provisions herein relating to terms and conditions of employment supersede

any and all prior agreements, resolutions, practices, school district policies, rules, or regulations concerning terms and conditions of employment inconsistent with these provisions.

SECTION 3. FINALITY: Any matters relating to the current contract term, whether or not referred to in this agreement, shall not be open for negotiation during the term of this agreement unless mutually agreed upon by both parties.

SECTION 4. SEVERABILITY: The provisions of this agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provision of this agreement or the application of any provisions thereof.

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

FOR:

INTERNATIONAL FALLS FEDERATION
OF EDUCATIONAL SUPPORT
PROFESSIONALS

INDEPENDENT SCHOOL DISTRICT
NO. 361

Chief Negotiator

Chief Negotiator

President

Chairperson

Secretary

Clerk

Dated this ____ day of _____, 2017

Dated this ____ day of _____, 2017

INDEPENDENT SCHOOL DISTRICT NO. 361
INTERNATIONAL FALLS, MINNESOTA

SCHEDULE A: 2017 - 2018

	<u>ESP I</u> Monitor	<u>ESP II</u> Paraprofessional	<u>ESP III</u> Indian Ed. Paraprofessional
Year One	<u>\$14.24</u>	<u>\$14.24</u>	<u>\$14.24</u>
Year Two	<u>\$14.51</u>	<u>\$14.51</u>	<u>\$14.51</u>
Year Three	<u>\$14.71</u>	<u>\$14.71</u>	<u>\$14.71</u>
Year Five ¹	<u>\$15.23</u>	<u>\$15.23</u>	<u>\$15.23</u>
Year Ten	<u>\$15.63</u>	<u>\$15.63</u>	<u>\$15.63</u>
Year Fourteen	<u>\$16.10</u>	<u>\$16.10</u>	<u>\$16.10</u>
Year Eighteen	<u>\$16.45</u>	<u>\$16.45</u>	<u>\$16.45</u>
Year Nineteen	<u>\$16.90</u>	<u>\$16.90</u>	<u>\$16.90</u>

Career Bonus: An ESP who has completed at least fifteen (15) years of service as an ESP in the District, not including unpaid leave, shall receive an annual career bonus of \$100.00. Payment shall be made in the last regular pay period of the school year.

1. Any ESP I (Monitor) who will be on “Year Five” for the 2017–2018 fiscal year will advance to “Year Fourteen” to be held harmless with the new Schedule A: 2017 – 2018.

INDEPENDENT SCHOOL DISTRICT NO. 361
INTERNATIONAL FALLS, MINNESOTA

SCHEDULE B: 2018 - 2019

	<u>ESP I</u> Monitor	<u>ESP II</u> Paraprofessional	<u>ESP III</u> Indian Ed. Paraprofessional
Year One	<u>\$14.53</u>	<u>\$14.53</u>	<u>\$14.53</u>
Year Two	<u>\$14.80</u>	<u>\$14.80</u>	<u>\$14.80</u>
Year Three	<u>\$15.00</u>	<u>\$15.00</u>	<u>\$15.00</u>
Year Five ¹	<u>\$15.54</u>	<u>\$15.54</u>	<u>\$15.54</u>
Year Ten	<u>\$15.94</u>	<u>\$15.94</u>	<u>\$15.94</u>
Year Fourteen	<u>\$16.42</u>	<u>\$16.42</u>	<u>\$16.42</u>
Year Eighteen	<u>\$16.78</u>	<u>\$16.78</u>	<u>\$16.78</u>
Year Nineteen	<u>\$17.24</u>	<u>\$17.24</u>	<u>\$17.24</u>

Career Bonus: An ESP who has completed at least fifteen (15) years of service as an ESP in the District, not including unpaid leave, shall receive an annual career bonus of \$100.00. Payment shall be made in the last regular pay period of the school year.

Appendix A

New

Employee example Hypothetical situation for a 7 hour employee at a wage of \$16.00 in 21-22 school year, \$17.00 in 26-27, and \$17.30 in 28-29.

School year	Sick leave allotment	Used in current year	accumulative total hours	Total in HCSP	Put into Reserve Bank
17-18	70	56	14	0	0
18-19	70	70	14	0	0
19-20	70	35	49	0	0
20-21	70	49	70	0	0
21-22	70	28	112	0	0

June 30th of 2022 payment will be made into HCSP and remaining days put into Reserve Bank

112 hours divided by 2 = 56, 56* \$16.00/ hour = \$896. A payment would be made to HCSP of \$896 by June 30th and other half of the hours would be placed in Reserve Bank.

30-Jun-22 \$896.00 56

22-23	70	28	42		56
23-24	70	140	0		28
24-25	70	35	35		28
25-26	70	35	70		28
26-27	70	21	119		28

*In 23 - 24 Person had a foot surgery (qualifies for FMLA) and was out 4 weeks.

June 30th of 2027 payment will be made into HCSP and remaining days put into Reserve Bank.

119 hours divided by 2 = 59.5, 59.5 * \$17.00/ hour = \$1011.50. A payment would be made to HCSP of \$1011.50 by June 30th and other half of the hours would be placed in Reserve Bank.

30-Jun-27 \$1,907.50 87.5

27-28	70	21	49		87.5
28-29	70	14	105		

140

Retire at end of 28-29 school year. Pay out similar to end of 5 years. 105 / 2 = 52.5, 52.5 * 17.30 / hour = \$908.25

Retirement pay out of Reserve Bank. 140 / 2 = 70. 70 * 17.30 = \$1211.00

\$4,026.75

INDEPENDENT SCHOOL DISTRICT NO. 361
INTERNATIONAL FALLS, MINNESOTA

AND

FALLS PRINCIPALS' ASSOCIATION

AGREEMENT FOR CONDITIONS OF EMPLOYMENT

JULY 1, 2017 to June 30, 2019

ARTICLE I: PURPOSE

Section 1. Parties: This agreement is entered into between the School Board of Independent School District No. 361, International Falls, Minnesota, hereinafter, referred to as the School Board, and the Falls Principal's Association, hereinafter, referred to as exclusive representative, pursuant to and in compliance with the Public Employment Labor Relations Act of 1971 as amended, hereinafter, referred to as the PELRA, to provide the terms and conditions of employment for principals during the duration of this Agreement.

ARTICLE II: RECOGNITION OF EXCLUSIVE REPRESENTATIVE

Section 1. Recognition: In accordance with the PELRA, as amended, the School Board recognizes the Falls Principal's Association as the exclusive representative of Principals employed by the School Board of Independent School District No. 361, which exclusive representative, shall have those rights and duties as prescribed by the PELRA, as amended, and as described in the provisions of this Agreement.

Section 2. Appropriate Unit: The exclusive representative shall represent all the Principals of the District as defined in this Agreement and in said Act.

ARTICLE III: DEFINITIONS

Section 1. Principal: Shall mean all persons employed by the School Board in a position for which the person must be certificated as a principal by the Department of Education, and shall include principals and or assistant principals who devote more than fifty percent (50%) of 1.0 FTE to administrative or supervisory duties.

Section 2. Terms and Conditions of Employment: Shall mean the hours of employment, the compensation therefore, including fringe benefits except retirement contributions or benefits other than employer payment of, or contributions to, premiums for group insurance coverage of retired employees or severance pay, and the employer's personnel policies affecting the working conditions of the employees. In the case of professional employees, the term does not mean educational policies of a School District. "Terms and Conditions of Employment" is subject to the provisions of PELRA.

Section 3. School District: For purposes of administering this Agreement, the term "School District" shall mean the School Board or its designated representative.

Section 4. Other Terms: Terms not defined in this Agreement shall have those meanings as defined by the PELRA.

ARTICLE IV: SCHOOL BOARD RIGHTS

Section 1. Inherent Managerial Rights: The exclusive representative recognizes that the School District is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure and selection and direction and number of personnel.

Section 2. Management Responsibilities: The exclusive representative recognizes the right and obligation of the School Board to efficiently manage and conduct the operation of the School District within its legal limitations and with its primary obligation to provide educational opportunity for the students of the School District.

Section 3. Effect of Laws, Rules and Regulations: The exclusive representative recognizes that all employees covered by this Agreement shall perform the teaching and non-teaching services prescribed by the School Board and shall be governed by the laws of the State of Minnesota, and by School Board rules, regulations, directives and orders, issued by properly designated officials of the School District. The exclusive representative also recognizes the right, obligation and duty of the School Board and its duly designated officials to promulgate rules, regulations, directives and orders from time to time as deemed necessary by the School Board insofar as such rules, regulations, directives and orders are not inconsistent with the terms of this Agreement. Any provision of this Agreement found to be in violation of any such laws, rules, regulations, directives or orders shall be null and void and without force and effect.

Section 4. Reservation of Managerial Rights: The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent management rights and management functions not expressly reserved herein, and all management rights and management functions not expressly delegated in this Agreement are reserved to the School District.

ARTICLE V: PRINCIPALS' RIGHTS

Section 1. Right to Views: Nothing contained in this Agreement shall be construed to limit, impair or affect the right of any Principal or his/her representative to the expression or communication of a view, grievance, complaint or opinion on any matter related to the conditions or compensation of public employment or their betterment, so long as the same is not designed to and does not interfere with the full faithful and proper performance of the duties of employment or circumvent the rights of the exclusive representative if there be one.

Section 2. Right to Join: Pursuant to the PELRA employees shall have the right to form and join labor or employee organizations, and shall have the right not to form and join such organizations. Employees in an appropriate unit shall have the right by secret ballot to designate an exclusive representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for such employees.

Section 3. Personnel Files: Pursuant to M.S. 122A.40, Subd. 19, as amended, all evaluations and files generated relating to an individual principal shall be available during regular school business hours to that employee upon his/her written request. The Principal shall have the right to reproduce any of the contents of the files at the employee's expense and to submit for inclusion in the file written information in response to any material contained therein. However, the School District may destroy such files as provided by law.

ARTICLE VI: COMPENSATION AND DUTY YEAR

Section 1. Salary:

2017 - 2018

	Secondary Principal	Secondary Asst. Principal	Elementary Principal
1-2 years	\$ 96,906	\$ 84,066	\$ 91,504
3-4 years	\$ 99,331	\$ 86,168	\$ 93,804
5-6 years	\$ 101,755	\$ 88,322	\$ 96,102
7+ years	\$ 104,177	\$ 98,401	\$ 98,401

2018 - 2019

	Secondary Principal	Secondary Asst. Principal	Elementary Principal
1-2 years	\$ 98,844	\$ 85,748	\$ 93,334
3-4 years	\$ 101,317	\$ 87,891	\$ 95,680
5-6 years	\$ 103,790	\$ 90,088	\$ 98,024
7+ years	\$ 106,260	\$ 100,369	\$ 100,369

Section 2. Pay Deduction: Whenever pay deduction is made for a principal's absence, the annual salary divided by two hundred sixty (260) principal contract days shall be deducted for each day's absence. Whenever pay deduction is made for an assistant principal's absence, the annual salary divided by two hundred fifteen (215) assistant principal contract days shall be deducted for each day's absence.

Section 3. Duty Year: Principals will be considered twelve (12) month employees based on two hundred sixty (260) contract days. Assistant Principals will be considered twelve (12) months employees based on two hundred fifteen (215) contract days.

Section 4. Payment of Salaries: Principals shall receive their salaries in twenty-six (26) installments, starting on July 1st of each contract year with payments being made every two (2) weeks.

Section 5. Vacant or New Positions: The School Board and Principal's Association will negotiate salary and conditions for any person assuming a vacant administrative position, where the new position requires a principal's license and assigned supervisory and/or administrative duties exceed fifty percent (50%) of full-time principal equivalency position.

Section 6. Payment for Services Beyond Duty Year: Whenever a principal is required to work beyond his/her contractual duty days, she/he will be paid the annual salary divided by the number of principal duty days.

Section 7. 403(b): The District will contribute up to \$2,500 annually to 403(b) matching program for every full-time principal, with total career match not to exceed \$40,000.

Section 8. Flex Plan: The School District shall contribute \$500 for the 2017-2018 and also the 2018-2019 school year to each full-time principal's IRS 125 Flex Plan.

Section 9. Teaching, Learning & Communicating (Q-Comp): Principals providing service to the TLC Project in those capacities defined by the state-approved project shall receive the same stipend value as accorded teachers performing the same responsibilities/expectations with total compensation not to exceed \$3,000 per year with Superintendent's final authority of making modifications. This section inclusive of contractual stipend commitment shall sunset upon discontinuance of funding by the Department of Education.

Section 10. Extracurricular Event Coverage: Principals agreeing to work or assigned to cover extracurricular event positions will be compensated at the rates as defined in Schedule D of the current Master Agreement between ISD 361 and Local 331.

Section 11. Educational Classroom Coverage: Principals who are required to cover a classroom in a teacher's absence for a period or longer shall be compensated at the Hourly Instructor Rate per Schedule "D" of the current Master Agreement between ISD 361 and Local 331.

ARTICLE VII: GROUP INSURANCE

Section 1. Selection: The selection of the insurance carrier and policy shall be made by the School District as provided by law.

Section 2. Health and Hospitalization Insurance:

Subd. 1. Single Coverage: The School District shall contribute a sum not to exceed \$576.15 per month in 2017–2018 and 2018-2019 towards the premium for individual coverage for each full-time principal employed by the School District who qualifies for and is enrolled in the School District group health and hospitalization plan. Any employee premium cost shall be paid by payroll deduction.

Subd. 2. Family Coverage: The School District shall contribute a sum not to exceed \$1,299.19 monthly in 2017-2018 and 2018-2019 towards the premium for family coverage for each full-time principal employed by the School District who qualifies for and is enrolled in the School District group health and hospitalization plan and who qualifies for family coverage. Any employee premium cost shall be paid by payroll deduction. To qualify for family coverage, an employee must have bona fide legal dependents consisting of a spouse or child or both and fill out appropriate paperwork.

Section 3. Term Life Insurance: The School District shall pay the total cost of \$100,000 for group term life insurance for 2017-2018 and 2018-2019. Per Madison National Life (National Insurance Services) the amount of Basic and Optional Life Insurance reduces to 65% of stated coverage upon attainment of age 70, reduces to 40% of stated coverage upon attainment of age 75 and reduces to 25% of stated coverage upon

attainment of age 80 and terminates upon retirement. Additional insurance may be purchased at the employee's own expense as stipulated in the insurance policy.

Section 4. Claims Against the School District: It is understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier.

Section 5. Duration of Insurance Contribution: A principal is eligible for School District contribution as provided in this Article as long as the principal is employed and on paid status by the School District with exception being a qualifying event under FMLA. Upon termination of employment and/ or paid status, all District contribution shall cease.

Section 6. Dental Insurance:

Subd. 1. Single Coverage: The School District shall contribute a sum not to exceed \$27.37 monthly for 2017–2018 and 2018-2019 for individual coverage for all full-time principals employed by the School District who qualify for and are enrolled in the School District group dental plan.

Subd. 2. Family Coverage: The School District shall contribute a sum not to exceed \$68.27 monthly for 2017-2018 and 2018-2019 for family coverage for all full-time principals employed by the School District who qualify for and are enrolled in the School District group dental plan and who qualify for family coverage. To qualify for family coverage, an employee must have bona fide legal dependents consisting of a spouse or child or both and fill out paperwork.

Section 7. Long-Term Disability: Principals shall participate in the school district's long- term disability plan at the school district's expense.

Section 8. National Health Care: Should either the state or federal government pass legislation mandating all employers to participate in a national or statewide health care plan, it is agreed to by the parties to this agreement that the employer contribution for the employees' health care that were negotiated into the Agreement prior to the passage of such state or federal law, shall continue to be a part of this agreement, but they shall upon the effective date mandating participation in such state or federal law, first be applied to the premium cost of such plan, with any remaining amounts to be used to purchase supplemental coverage for any items covered under the current health care plan, that may not be covered under any state of federal mandated plan. Additional monies that may remain from currently negotiated contributions shall be used to purchase additional benefits to maintain current benefit levels, this purchase shall be made by mutual agreement. The monies that remain after the purchase of additional benefits to maintain current benefit levels shall revert to the District.

ARTICLE VIII: POST-EMPLOYMENT COMPENSATION

Section 1. Principals Post Employment Compensation:

Subd. 1. HCSP: Principals who have provided the school district with seven (7) years of professional service, shall receive monetary contributions to an individual health care savings plan (HCSP) administered by the Minnesota State Retirement System.

Subd. 2. Maximum District Contribution: The maximum District contribution to the principal's health care savings plan (HCSP) will be \$50,000.

Subd. 3. Annual Contribution: The amount of the annual contribution to the principal's health savings plan (HCSP) will be \$3,000. Contributions to the principal's health savings plan (HCSP) will be made monthly and will begin in July of the principal's 8th year of professional service to the District, with contributions to be pro-rated based upon principal's July FTE for that current year. District contributions will cease when the maximum District contribution has been reached, or when the principal ends TRA service with the District, whichever comes first.

ARTICLE IX: LEAVES OF ABSENCE

Section 1. Paid Vacation:

Subd. 1. All full time principals (excluding Assistant Principals) shall earn thirty-five (35) paid vacation days per contract year. Vacation days shall be requested and approved in advance by the Superintendent of Schools, and shall be taken on days least disruptive to student programs.

Beginning July 1, 2014 requests to carryover unused vacation will be limited to a maximum of five days per contract year and require the approval of the Superintendent of Schools. Requests to carry over vacation must be submitted in writing to the Superintendent by the last working day in June.

All approved carryover vacation days will be credited to the employee's vacation bank. Vacation days in excess of the number of days approved for carryover will be treated as lost vacation days.

Subd. 2. Vacation Bank: Approved carryover vacation days will be credited to the Principals vacation bank with a maximum accumulation of 10 days. Upon reaching the maximum accumulation of ten (10) days all days in excess of the ten (10) days will be paid into the employee's Health Care Savings Plan account. The amount of contribution will be determined by using the employee's daily rate of pay on June 30th times the number of days in excess of the ten (10) days allowed. The contribution amount due to the employee's Health Care Savings Plan account will be paid in the first regularly scheduled payroll cycle in July.

Upon severance of service to the district, all vacation bank days will be paid into the employee's Health Care Savings Plan account. The amount of contribution will be determined by using the employee's daily rate of pay times the number of vacation bank days on the last day of employment. The contribution amount due to the employee's Health Care Savings Plan account will be paid in the next regularly scheduled payroll cycle following the last day of employment. In the event the employee dies before the deposit is made, the payment will be made in cash to the employee's estate.

Section 2. Paid Holidays: Principals shall receive the following paid holidays: July 4, Labor Day, Thanksgiving Day, day after Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, President's Day, Good Friday and Memorial Day.

Section 3. Paid Personal Leave: Principals (excluding Assistant Principals) shall receive five (5) paid personal leave days per contract year. Personal Leave shall be requested and approved by the Superintendent of Schools and shall be taken on days least disruptive to student programs.

Section 4. Sick Leave:

Subd. 1. All full-time principals shall earn sick leave at the rate of fifteen (15) days for each year of service in the employ of the School District.

Subd. 2. Unused sick leave days may accumulate to a maximum credit of one hundred and eighty (180) days. When this sick leave account is at its maximum, any additional sick leave days will accrue in a separate individual catastrophe account. The days in the catastrophe sick leave account may be used when the below conditions are met:

- A. A health catastrophe(s) must have caused an extreme depletion of accrued sick leave days in accordance with the following.
 - 1. A health catastrophe is defined as being any illness or injury resulting in a loss of accrued sick leave in excess of eighty (80) days during any 365 day period. An illness cannot be considered a catastrophe until the Principal has accumulated an unused balance in his/her sick leave account of one hundred and eighty (180) days.
 - 2. For the purpose of this subdivision, health absences within a 365 day period need not be consecutive to be considered catastrophic.
 - 3. The balance of catastrophe sick leave days will be transferred to the regular sick leave account only if the principal had a catastrophic illness and following the 365 day period. The district will transfer days at that time out of their catastrophe account into their accrued sick leave account. The maximum number of catastrophe days that can accumulate is one hundred (100) days. Accumulation of catastrophe sick leave shall start July 1, 1987.
- B. The School Board may at its option, grant the use of catastrophic sick leave account days in unusual circumstances covered by this section.
- C. At the beginning of each fiscal year (July 1), sick leave days will be credited to the regular sick leave account first.

Subd. 3. Sick leave with pay shall be allowed by the Superintendent whenever a principal's absence is found to have been due to illness of the principal, or a dependent minor child, adult child, spouse, sibling, parent, grandparent, or stepparent, with a limit of 160 hours in any 12 month period for all except the principal, spouse and dependent minor child. Sick leave shall be allowed in half or full day increments only.

Subd. 4. The School Board may require a principal to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness in order to qualify for sick leave pay.

Subd. 5. In the event that a medical certificate will be required, the principal will be so advised.

Subd. 6. Sick leave allowed shall be deducted from accrued sick leave days earned by the principal.

Subd. 7. Sick leave pay shall be allowed upon approved electronic request utilizing the Skyward Employee Access Program.

Subd. 8. The maximum amount of leave for death or illness in the immediate family which may be deducted from accumulated sick leave without loss of pay is five (5) days per year with travel or three (3) days per year without travel. Any additional leave for death or illness in the family in the same year must be approved by the Superintendent. Emergency leave is only for the period of time that an emergency exists. Employees are expected to return to work once an emergency passes. Critical illness is defined as:

- A. The family member is listed by a hospital in critical condition.
- B. The family member is in the hospital and in intensive care.
- C. The family member is to be administered a general anesthetic for surgery.
- D. The family member is hospitalized due to an emergency accident or illness and the condition of the family member is not known immediately.
- E. The Superintendent of Schools may make other approvals based upon special circumstances.

Subd. 9. Immediate family is defined as including father, mother, sister, brother, son, daughter, wife, husband, grandfather, grandmother, grandchildren, father-in-law, mother-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, and step relationships of same of the employee or employee's spouse. Leave in case of others not listed will be considered by the Superintendent on the merits of each individual case.

Subd. 10. Disability because of pregnancy is covered under the provisions of this section unless maternity and/ or child care leave is in effect.

Subd. 11. Sick leave events qualifying for leave under Family Medical Leave Act (FMLA) will be considered to run concurrently with sick leave as defined by this article.

Section 5. Leave for Jury Duty: Any principal who is required to be absent from work because of jury duty will be paid the difference between the compensation received for such duty and the amount of salary he would have earned during the period that he was on jury duty. Such payment will be made only upon presentation of a voucher to the school accountant showing jury fees received from the court. When a principal is required to perform jury duty during only part of his regularly scheduled working day, it is agreed that he/she will report to work at his/her school for that portion of the day not required for jury duty. The principal will be required to furnish evidence of time spent on jury service.

Any principal who is required to be absent from work because of being subpoenaed, except as a hostile witness or an adversary of the District when the party is seeking judgment against the School District, will be paid the difference between the compensation as a witness and the compensation received for the principal's regular duties.

Section 6. Sabbatical Leave:

Subd. 1. All applications for sabbatical leave by certified principals must be made on or before March 15th for the following year. This date may be waived at the discretion of the School Board.

Subd. 2. Any principal who has been granted a sabbatical leave shall retain all rights in the employing district as though performing his/her duties in that district. The principal shall return to the same administrative position unless otherwise mutually agreed upon by the Board.

Subd. 3. A principal on sabbatical leave will receive two-thirds payment of salary at the regular payroll periods.

Subd. 4. An individual granted a sabbatical leave must serve for three full consecutive years in the International Falls Public Schools following the completion of the leave. If the principal's service is discontinued for any reason other than the person's incapacity to carry out his/ her assignment before the expiration of three years, he/ she shall pay back to the School District a pro-rata part of the sabbatical leave allowance.

Subd. 5. To qualify for sabbatical leave, a certified principal must have worked for seven full years in the International Falls Public Schools next and prior to the granting of the leave. The number allowed to leave in any one year shall not exceed one (1).

Subd. 6. The educational institution and a normal load of courses to be taken must be approved by the School Board or agent thereof. Consideration will also be given to a carefully screened program for an entire school year's work abroad, outside the continent of North America, in seminar and special study, staying in a foreign home while studying and thus becoming acquainted with the language, the customs of the people, the schools and the teaching methods.

Subd. 7. The review of the applications, before being presented to the Board of Education, shall be screened by a committee consisting of the superintendent, one elementary principal and one secondary principal.

Subd. 8. It is understood that sabbatical leave will be granted only for a full school year and not for any half or part of a school year.

Subd. 9. Approval of sabbatical leave is the sole authority of the school board whose decision shall be considered final and not subject to the grievance procedure.

Section 7. Extended Child Care Leave:

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

Subd. 2. A principal making application for child care leave shall inform the Superintendent in writing of intention to take the leave at least three calendar months before commencement of the intended year. A pregnant principal may schedule the beginning of the child care leave after the disability associated with the birth.

Subd. 3. Extended child care leave if approved would begin on the date agreed upon following FMLA leave, but both leaves would run concurrently.

Subd. 4. The School District may adjust the proposed beginning or ending date of a child care leave so that the dates of the leave are coincident with some natural break in the school year - i.e., winter vacation,

spring vacation, semester break, or quarter break, end of a grading period, end of the school year, or the like. The availability of a substitute principal may also be considered by the School District in the granting of a child care leave or the duration thereof.

Subd. 5. Child care leave shall be without pay or employer paid benefits, unless child care leave is occasioned by a FMLA qualifying event, in which case provisions of FMLA would prevail.

Subd. 6. A child care leave shall be for no more than one (1) year.

Subd. 7. The provisions of this section may be modified by mutual consent.

ARTICLE X: PROFESSIONAL GROWTH OF PRINCIPALS

The School Board shall expect the principals to be up to date on the knowledge and technology of the profession. To facilitate this, the School Board will:

Section 1. Professional Meetings: Provide time when practicable for purposes such as professional, local, state and national meetings and conventions, upon approval by the superintendent. State and division meetings will be reimbursed annually up to \$2,500 per administrator.

Section 2. College Courses: Pay the college tuition for college courses taken by the principals under the following circumstances.

1. The principal voluntarily enrolls in the course.
2. The Superintendent of Schools and / or the School Board approved of the course as being a professional development course which, if taken by the principal, is likely to provide benefit to the instructional program in the District.
3. This section does not apply during sabbatical leave.

Section 3. Dues to State and National Principals Professional Organizations: The School District will pay the dues to state and national principals' professional organizations, MASSP/NAASP and MESPA/NAESP, MASE.

Section 4. Administrative License Fee: The annual administrative license fee as required by Minnesota Board for School Administrators will be paid by the school district.

Section 5. Cell Phone Reimbursement: District will reimburse high school principal, assistant principal and elementary principal up to \$75 per month for cell phone costs whereby principal's cell phones shall be listed as a district contact number. Reimbursement will occur when employee furnishes the District with record of cell phone bills in January (for July - December) and July (for January - June).

ARTICLE XI: GRIEVANCE PROCEDURE

Section 1. Grievance Definition: A "grievance" shall mean an allegation by a principal resulting in a dispute or disagreement between the principal and the School District as to the interpretation or application of terms and conditions contained in this Agreement.

Section 2. Representative: The principal, administrator, or School Board may be represented during any step of the procedure by any person or agent designated by such party to act in the party's behalf.

Section 3. Definitions and Interpretations:

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

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

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

Section 4. Time Limitation and Waiver: A grievance shall not be valid for consideration unless the grievance is submitted in writing to the School District's designee, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within twenty (20) days after the date of the first event giving rise to the grievance occurred. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the principal and the School District's designee.

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

Subd. 1. Level I: Grievance is not resolved through informal discussions, the Superintendent or designee shall give a written decision on the grievance to the parties involved within ten (10) days after receipt of the written grievance.

Subd. 2. Level II: In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the School Board, provided such appeal is made in writing within five (5) days after receipt of the decision in Level I. If a grievance is properly appealed to the School Board, the School Board shall set a time to hear the grievance within twenty (20) days after receipt of the appeal. Within twenty (20) days after the meeting, the School Board shall issue its decision in writing to the parties involved. At the option of the School Board, a committee or representative(s) of the Board may be designated by the Board to hear the appeal at this level, and report its findings and recommendations to the School Board. The School Board shall then render its decision.

Section 6. School Board Review: The School Board reserves the right to review any decision issued under Level I of this procedure provided the School Board or its representative notifies the parties of the intentions

to review within ten (10) days after the decision has been rendered. In the event the School Board reviews a grievance under this section, the School Board reserves the right to reverse or modify such decision.

Section 7. Denial of Grievance: Failure by the School Board or its representative to issue a decision within the time periods provided herein shall constitute a denial of the grievance and the principal may appeal it to the next level.

Section 8. Arbitration Procedures: In the event that the principal and the School Board are unable to resolve any grievance, the grievance may be submitted to arbitration as defined herein:

Subd. 1. Request: A request to submit a grievance to arbitration must be in writing signed by the aggrieved party, and such request must be filed in the office of the superintendent within ten (10) days following the decision in Level II of the grievance procedure.

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

Subd. 3. Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties shall, within ten (10) days after the request to arbitrate attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the commissioner to appoint an arbitrator, pursuant to the PELRA providing such request is made within twenty (20) days after request for arbitration. The request shall ask that the appointment be made within thirty (30) days after the receipt of said request. Failure to agree upon an arbitrator or the failure to request an arbitrator from the commissioner within the time periods provided herein shall constitute a waiver of the grievance.

Subd. 4. Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing denovo.

Subd. 5. Decision: The decision by the arbitrator shall be rendered within thirty (30) days after the close of the hearing. Decisions by the arbitrator in cases properly before the arbitrator shall be final and binding upon the parties, subject, however, to the limitation of arbitration decisions as provided in the PELRA. The arbitrator shall issue a written decision and order including findings of fact which shall be based upon substantial and competent evidence presented at the hearing. All witnesses shall be sworn upon oath by the arbitrator.

Subd. 6. Expenses: Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript or recording of the hearing shall be made at the request of either party. The parties shall share equally fees and expenses of the arbitrator, the cost of the transcript or recording if requested by either or both parties, and any other expenses which the parties mutually agree are necessary for the conduct of the arbitration. However, the party ordering a copy of such transcript shall pay for such copy.

Subd. 7. Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of employment as defined herein and contained in this written Agreement; nor shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined herein; nor shall the jurisdiction of the arbitrator extend to matters of inherent managerial policy, which shall include but are not limited to such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. In considering any issue in dispute, the arbitrator's order shall give due consideration to the statutory rights and obligation of the public school district to efficiently manage and conduct its operation within the legal limitations surrounding the financing of such operations.

Section 8. Election of Remedies and Waiver: A party instituting any action, proceeding or complaint in a federal or state court of law, or before an administrative tribunal, federal agency, state agency, or seeking relief through any statutory process for which relief may be granted, the subject matter of which may constitute a grievance under this Agreement, shall immediately thereupon waive any and all rights to pursue a grievance under this Article. Upon instituting a proceeding in another forum as outlined herein, the employee shall waive the right to initiate a grievance pursuant to this Article or, if the grievance is pending in the grievance procedure, the right to pursue it further shall be immediately waived. This section shall not apply to actions to compel arbitration as provided in this Agreement or to enforce the award of an arbitrator.

ARTICLE XII: SENIORITY

Section 1. Full-time Principals: Principals seniority shall be as defined in this section.

Subd. 1. Principals who have acquired continuing contract rights shall be placed on unrequested leave of absence in fields in which they are licensed in inverse order in which they were employed by the School District.

Subd. 2. Ties in the seniority list for principals will be broken by the following criteria in the order listed and will be judged the senior: (1) the date the full-time principal provided continuous service to the School District; (2) the date of the official hiring by the School Board; (3) the date the principal signed his/her contract; (4) highest position on the salary schedule; (5) the farthest horizontal position on the salary schedule and MA will be senior over the BA+60; and (6) in the event a tie still remains, a committee of four shall be selected, two appointed by the superintendent, and two by the Principal's Association. It shall be the duty of this committee to determine after due investigation, by majority vote, who is the most senior on the basis of guidelines set forth by law and subsequent rulings. If the committee cannot reach an agreement, a State Mediator shall cast the tie-breaking vote.

Subd. 3. A separate Seniority List will be maintained for teachers and principals under this section.

ARTICLE XIII: PUBLIC OBLIGATION

Section 1. The parties mutually recognize that their first obligation is to the public and that the right of students and residents of the School District to the continuous and uninterrupted operation of the school is of paramount importance.

Section 2. The exclusive representative agrees, therefore, that during the term of this Agreement, neither the exclusive representative nor any individual employee shall engage in any strike. For purposes of this section, the term strike shall mean concerted action in failing to report for duty, the willful absence from one's position, sympathy strike, the stoppage of work, slowdown, or the abstinence in whole or in part from the full, faithful and proper performance of the duties of employment for the purposes of inducing, influencing or coercing a change in the conditions or compensation or the rights, privileges, or obligations of employment. The parties agree that this Article shall not be subject to the grievance or arbitration procedure, but is enforceable in the Courts.

ARTICLE XIV: DURATION

Section 1. Term and Reopening Negotiations: This Agreement shall remain in full force and effect for a period commencing on July 1, 2017 through June 30, 2019 and thereafter until modifications are made, pursuant to PELRA of 1973 as amended. If either party desires to modify or amend this agreement commencing on July 1, 2017, it shall give written notice of such intent no less than sixty (60) days prior to July 1, 2019 and/or in compliance with PELRA.

Section 2. Individual Contracts: Individual contracts are issued for a time period of July 1st to June 30th and consistent with the terms of this Contract.

Section 3. Effect: This Agreement constitutes the full and complete agreement between the School Board and exclusive representative representing the principals of the School District. The provisions herein relating to terms and conditions of employment supersede any and all prior agreements, resolutions, practices, school district policies, rules or regulations concerning terms and conditions of employment, inconsistent with these provisions.

Section 4. Finality: Any matters relating to the current contract term, whether or not referred to in this Agreement, shall not be open for negotiation during the term of this Agreement.

Section 5. Severability: The provisions of this Agreement shall be severable, and if any provisions thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Agreement or the application of any provision thereof.

Resolution for Acceptance of Gifts and Donations

Whereas, School Board Policy 706 establishes the guidelines for the acceptance of gifts or donations to the District;

Whereas, the International Falls School Board encourages the support of the District's educational programs through gifts or donations that meet the goals and objectives of the School District;

Whereas, Minnesota Statute § 465.03 states the School Board of ISD 361 may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members.

Therefore, be it resolved, that the School Board of International Falls Public Schools, ISD 361, accepts with appreciation the following gifts/donations received by the School District:

Donation Received From:	Donation for / to:	Amount
Class of 1967	To Bronco Hall of Fame	\$ 400.00
Epic Threads	To FHS PBIS	\$ 100.00
Wherley Motors	To FHS PBIS	\$ 50.00
FHS Football Booster Club	For Football equipment	\$ 457.79
FHS Football Booster Club	For HUDL Software	\$ 400.00
Purple Pride	To Bronco Athletics	\$ 6,690.00
The Birthday Club	To Project Read	\$ 80.00

Motion by _____, seconded by _____, to accept the gifts and donations. Carried / Failed

The following voted in favor:

The following voted against:

Whereupon the resolution was declared adopted.

Application for Cooperative Sponsorship

Application must be submitted to the League office not later than the first day of practice for that sport season.

The governing boards of each participating school must jointly make application for cooperative sponsorship.

On behalf of the following schools, we hereby apply for cooperative sponsorship of Wrestling
 beginning with the 20 17 - 20 18 school year. (activity) (boys' or girls') (Adapted-CI or PI)

List **ALL** schools included in the cooperative sponsorship. *Attach another form if necessary.*

	School	Enrollment (9-12)*	City	Administrative Region**	Competitive Section**
High School #1:	Nashwauk-Keewatin	138	Nashwauk		7A
High School #2:	Greenway	269	Coleraine		7A
High School #3:	International Falls	335	International Falls		
High School #4:					

*Enrollment reported to the State of Minnesota on October 1 of the previous school year.

**Current (Number and Class)

- Do any of the above schools belong to a conference in this activity?
 Yes This application must include a review and comments from the conference(s) of which the schools are members.
 No
- Do any of the above schools currently have a cooperative agreement in this activity?
 Yes An application for dissolution must be submitted for the existing agreement.
 No

3. Describe the conditions which have prompted your request to co-sponsor this activity. (See model resolution at [www.mshsl.org/About MSHSL/Membership Information: A History & Model Resolution for School Boards](http://www.mshsl.org/About_MSHSL/Membership_Information:_A_History_&_Model_Resolution_for_School_Boards))

Due to low numbers in all districts of participants

4. List the number of students, by grade level, who participated in this activity during the previous year. *If the school did not sponsor the program last year, indicate the number of students expected to participate in this cooperatively-sponsored activity this year if approved.*

	7th	8th	9th	10th	11th	12th
High School #1	2	2	2	4	0	2
High School #2	1	0	0	0	0	0
High School #3						1
High School #4						

5. Team Identification: (Indicate how cooped schools should be identified in tournament programs): GNK

6. Team Colors: Navy + Green Team Mascot: TITAN

7. Host School (school that will receive revenue share check): Nashwauk-Keewatin

Board of Education (or designee)	School	Date
Signed _____	_____	_____

Official Action of the MSHSL Board of Directors

- Approved Not Approved

Signature: _____

Date: _____

MSHSL Executive Director