

REGULAR SCHOOL BOARD AGENDA

International Falls Public Schools, ISD #361
Monday, November 20, 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. Presentation of September student's of the month: Rachel Anderson and Deion Kalar
2. Presentation of October student's of the month: Brittany Guba and Mason Buller
3. Public Open Forum

Consent Agenda

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

1. Approve past meeting minutes of October 16, 2017. 3
2. Approve past meeting minutes of Special Board Meeting of November 13, 2017. 6
3. Approve current accounts payable due in amount of \$1,152,409.04. 8
4. Approve payroll in amount of \$802,18.11 for pay periods October 16th to November 10th.
5. Accept resignation of Mike Christianson as regular route bus driver effective November 9, 2017.
6. Approve the hire of Jeff Trask as regular route bus driver effective November 1, 2017.
7. Approve Mandy Nault and Erin Rousseau as the 2017-2018 Prom Advisors. Duties to be split 50/50.
8. Approve the contract with Recreation Commission for Athletic Director services during the 2017- 2018 school year. 29
9. Acknowledge wire transfer of \$250,000 to Bremer Bank from MN Trust on October 20, 2017.
10. Approve revised contract with Rainy River Community College for a Facility Maintenance Agreement. 30

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11. Approve resignation due to retirement of Linda Bahr effective January 18, 2018.
12. Acknowledge volunteer wrestling coaches for the 2017-2018 season:
* Jeremy Mann, Cory Wolf, Chris Thorenson, and Dan Schermerhorn
13. December Regular School Board meeting will be held on December 18th at 5:00 pm with Truth In Taxation meeting to be held at 6:00 p.m. at the Falls High School Cafeteria.

Action Items

1. Resolution Acceptance of Gifts and Donations. 31
2. Approve the 2017-2019 contract with American Federation of State, County and Municipal employees (L510). Moved by __, seconded by ____. Motion carried / failed. 32
3. Acknowledge Mike Holden as Head Volunteer Wrestling Coach for the 2017-2018 season. Motion by __, seconded by __. Motion carried / failed. *Note: Mike Holden to abstain from voting*

Administrative Reports

1. Melissa Tate, Elementary Principal
2. Tim Everson, Secondary Principal
3. Kevin Grover, Superintendent
 3. 1. Special School Board Meeting on November 28th at 12:00 pm in the Falls High School, Room 132B.

Adjournment

1. Motion by __, seconded by __, to adjourn meeting. Motion carried / failed.

MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 361
Monday, October 16, 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, October 16, 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, Ted Saxton, Roxanne Skogstad-Ditsch, Terry Murray and Kevin Grover.

Members Heather McBride and Toni Korpi were late arrivals.

Moved by Michelle Hebner then seconded by Roxanne Skogstad-Ditsch to approve the agenda as presented with the addition of item #10 under the Consent Agenda, and addition of Action Item #A. Motion carried 5-0.

Public Open Forum:

None.

Consent Agenda:

Moved by Terry Murray then seconded by Michelle Hebner to approve the consent agenda as presented. Motion carried 7-0.

1. Approve past meeting minutes of September 18, 2017.
2. Approve current accounts payable due in amount of \$804,927.75
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.
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.
10. *Accept resignation of Leah DeLack as Secondary Art Teacher with last work day under contract Friday, October 13, 2017.

Action Items:

1. Motion by Michelle Hebner then seconded by Terry Murray to approve the 2017-2019 Education Minnesota Educational Support Professionals (L4798) agreement. Motion carried 7-0.
2. Motion by Mike Holden then seconded by Toni Korpi to approve the 2017-2019 Falls Principals Association agreement. Motion carried 7-0.
3. Resolution Acceptance of Gifts / Donations.

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

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Falls High School Cafeteria

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:

<u>Donation Received From:</u>	<u>Donation for / to:</u>	<u>Amount</u>
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 Michelle Hebner then seconded by Terry Murray to accept the gifts and donations.

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

The following voted against: None.

Whereupon the resolution was declared adopted.

Action Item #A

1. Motion by Michelle Hebner then seconded by Terry Murray to approve MSHSL Application for Cooperative Sponsorship for a Wrestling program during the 2017-2018 school year. Motion carried 6-0 with member Mike Holden abstaining from voting.

Administrative Reports:

Tim Everson, Secondary Principal, gave report from Melissa Tate, Elementary Principal. Current enrollment is 543, parent teacher conferences are being held and muffins with Mom is scheduled for October 17 and 18.

Tim Everson, Secondary Principal, reported enrollment for grades 6-12 to be 610, reported on October 13th Teacher In Service, end of quarter approaching and MEA weekend.

Kevin Grover, Superintendent, provided survey from regional food service survey for Board information; set November 13th at 7:00 am for School Board meeting to review election canvassing results; set November 28th at 12:00 pm to receive audit presentation and accept financial reports; MSBA

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conference on January 11th and 12th; will give referendum presentation on October 24th through Chamber Luncheon Learn; applications being taken for a Student School Board member.

Closed Session:

Moved by Terry Murray then seconded by Toni Korpi to enter into closed session at 5:40 pm to discuss negotiations for L510.

Adjournment:

Moved by Roxanne Skogstad-Ditsch then seconded by Heather McBride to reopen meeting at 6:00 pm. Moved by Michelle Hebner then seconded by Toni Korpi to adjourn the meeting at 6:01 pm.

Approved Minutes:

District Clerk

Date

Board Chair

Date

MINUTES
SPECIAL MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 361
Monday, November 13, 2017 – 7:00 a.m.
Falls High School Cafeteria

A Special Meeting of the Board of Trustees of Independent School District #361 was held Monday, November 13, 2017, beginning at 7:00 AM in the FHS Cafeteria.

Michelle Hebner, Vice-Board Chair, called the meeting to order at 7:00 am. Members present were: Michelle Hebner, Ted Saxton, Roxanne Skogstad-Ditsch, Terry Murray, Heather McBride and Kevin Grover. Members absent were: Toni Korpi and Michael Holden

Action Item:

1. Member Roxanne Skogstad-Ditsch moved the adoption of the following resolution:

RESOLUTION CANVASSING RETURNS
OF VOTES OF SCHOOL DISTRICT SPECIAL ELECTION

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

1. It is hereby found, determined and declared that the special election of the voters of this school district held on November 7, 2017, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, at said election a total of 1,636 voters of the school district voted on the question of revoking the existing referendum revenue authorization of the school district and replacing that authorization with a new authorization for taxes payable in 2018 and thereafter (SCHOOL DISTRICT QUESTION 1), of which 1,052 voted in favor, 579 voted against the same, and there were 5 completely blank or defective ballots. Said proposition, having received the approval of at least a majority of such votes, is hereby declared to have carried.

3. As specified in the attached Abstract and Return of Votes Cast, at said election a total of 1,636 voters of the school district voted on the question of authorizing the issuance of school building bonds for a school acquisition and betterment program (SCHOOL DISTRICT QUESTION 2), of which 996 voted in favor, 635 voted against the same, and there were 5 completely blank or defective ballots related to this question. The passage of School District Question 2 is contingent on the passage of School District Question 1. School District Question 1 having carried and School District Question 2 having received the approval of at least a majority of such votes, School District Question 2 is hereby declared to have carried.

4. The clerk is hereby directed to certify the results of the election to the county auditors of each county in which the school district is located in whole or in part and to the Commissioner of Education.

The motion for the adoption of the foregoing resolution was duly seconded by Member Heather McBride and upon vote being taken thereon, the following voted in favor thereof: Heather McBride, Michelle Hebner, Terry Murray, Ted Saxton and Roxanne Skogstad-Ditsch

And, the following voted against the same: None

whereupon, said resolution was declared duly passed and adopted.

2. Motion by Terry Murray, seconded by Heather McBride to hire Lisa Simon as Art Teacher for the remainder of the 2017-2018 school year. Contingent upon her release from current contract with FTE and start date to be determined by the Superintendent of Schools. Motion carried 5-0.

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Adjournment

Moved by Roxanne Skogstad-Ditsch to adjourn meeting at 7:16 p.m., seconded by Terry Murray to adjourn meeting at 7:15 a.m. Motion carried 5-0.

Approved Minutes:

District Clerk

Date

Board Chair

Date

November 20, 2017

Payable Summary

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
3328	OSTROOT, DICK	10/10/2017	CC 10/10/17	CC STARTER 10/10/17	0	\$ 204.96
3329	KARICH, Brian	10/11/2017	VB 10/13/17	VB OFFICIAL 10/13/17	0	\$ 193.71
3330	SOUTHGATE, Gary	10/11/2017	VB 10/13/17	VB OFFICIAL 10/13/17	0	\$ 85.00
3331	AFT Local #331	10/13/2017	20171013ADDU	Payroll accrual	0	\$ 3,180.21
	AFT Local #331	10/13/2017	20171013ADDU	Payroll accrual	0	\$ 133.00
3332	Falls Education Foundation	10/13/2017	20171013ADFEI	Payroll accrual	0	\$ 25.00
3333	MN Child Support Pymt Center-Carls	10/13/2017	20171013ADCSI	Payroll accrual	0	\$ 279.64
3334	Para Local #4798	10/13/2017	20171013ADDU	Payroll accrual	0	\$ 644.79
	Para Local #4798	10/13/2017	20171013ADDU	Payroll accrual	0	\$ 25.16
3335	United Way of Northeastern MN	10/13/2017	20171013ADUV	Payroll accrual	0	\$ 10.00
3336	MN PEIP	10/11/2017	633767	Medical Insurance - November 2017	0	\$ 13,333.58
	MN PEIP	10/11/2017	633767	Medical Insurance - November 2017	0	\$ 95,153.38
3337	Select Account	10/16/2017	38520931	Medical FSA: 10/07/2017 - 10/16/2017	0	\$ 959.07
∞	3338 US FOODSERVICE	10/17/2017	4654591	FHS; Food for Meal Service	0	\$ 3,891.85
	US FOODSERVICE	10/17/2017	4785394	FHS; Food for Meal Service	0	\$ 3,169.45
	US FOODSERVICE	10/17/2017	4921449	FHS; Food for Meal Service	0	\$ 3,462.18
3339	US FOODSERVICE	10/17/2017	4574708	FES; Milk for Meal Service	0	\$ 308.82
	US FOODSERVICE	10/17/2017	4713643	FES; Milk for Meal Service	0	\$ 384.69
	US FOODSERVICE	10/17/2017	4713644	FES; Milk for Meal Service	0	\$ 67.55
	US FOODSERVICE	10/17/2017	4785395	FES; Milk for Meal Service	0	\$ 250.12
	US FOODSERVICE	10/17/2017	4785396	FES; Milk for Meal Service	0	\$ 38.52
	US FOODSERVICE	10/17/2017	4846169	FES; Milk for Meal Service	0	\$ 308.82
	US FOODSERVICE	10/17/2017	4846170	FES; Milk for Meal Service	0	\$ 38.52
	US FOODSERVICE	10/17/2017	4921452	FES; Milk for Meal Service	0	\$ 212.12
	US FOODSERVICE	10/17/2017	4921453	FES; Milk for Meal Service	0	\$ 38.86
3339	US FOODSERVICE	10/17/2017	4654597	FHS; Milk for Meal Service	0	\$ 95.86
	US FOODSERVICE	10/17/2017	4713638	FHS; Milk for Meal Service	0	\$ 191.73
	US FOODSERVICE	10/17/2017	4785392	FHS; Milk for Meal Service	0	\$ 163.01
	US FOODSERVICE	10/17/2017	4846168	FHS; Milk for Meal Service	0	\$ 173.20
	US FOODSERVICE	10/17/2017	4921448	FHS; Milk for Meal Service	0	\$ 116.81

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	US FOODSERVICE	10/17/2017	4984646	FHS; Milk for Meal Service	0	\$ 192.28
	US FOODSERVICE	10/17/2017	5993990	FHS; Food for Meal Service	0	\$ (45.82)
	US FOODSERVICE	10/17/2017	5980447	FHS; Food for Meal Service	0	\$ (4.96)
	US FOODSERVICE	10/17/2017	5935396	FHS; Food for Meal Service	0	\$ (100.61)
	US FOODSERVICE	10/17/2017	4713647	FHS; Food for Meal Service	0	\$ 930.17
	US FOODSERVICE	10/17/2017	4785397	FHS; Food for Meal Service	0	\$ 122.91
	US FOODSERVICE	10/17/2017	4785417	FHS; Food for Meal Service	0	\$ 29.72
	US FOODSERVICE	10/17/2017	4803201	FHS; Food for Meal Service	0	\$ 283.64
	US FOODSERVICE	10/17/2017	4846171	FHS; Food for Meal Service	0	\$ 696.08
	US FOODSERVICE	10/17/2017	4921450	FHS; Food for Meal Service	0	\$ 374.36
	US FOODSERVICE	10/17/2017	4921470	FHS; Food for Meal Service	0	\$ 31.49
	US FOODSERVICE	10/17/2017	4984650	FHS; Food for Meal Service	0	\$ 904.30
	US FOODSERVICE	10/17/2017	4984670	FHS; Food for Meal Service	0	\$ 364.02
	US FOODSERVICE	10/17/2017	5993993	FES; Food for Meal Service	0	\$ (13.96)
	US FOODSERVICE	10/17/2017	4574712	FES; Food for Meal Service	0	\$ 1,209.32
	US FOODSERVICE	10/17/2017	4654598	FES; Food for Meal Service	0	\$ 1,396.83
	US FOODSERVICE	10/17/2017	5922752	FES; Food for Meal Service	0	\$ (47.41)
	US FOODSERVICE	10/17/2017	4667725	FES; Food for Meal Service	0	\$ 40.68
	US FOODSERVICE	10/17/2017	4713642	FES; Food for Meal Service	0	\$ 689.61
	US FOODSERVICE	10/17/2017	4785382	FES; Food for Meal Service	0	\$ 443.21
	US FOODSERVICE	10/17/2017	4785408	FES; Food for Meal Service	0	\$ 1,248.81
	US FOODSERVICE	10/17/2017	4846185	FES; Food for Meal Service	0	\$ 1,289.87
	US FOODSERVICE	10/17/2017	4921463	FES; Food for Meal Service	0	\$ 1,553.81
3340	CITIZENS FOR BACKUS	10/17/2017		1 Disney License	0	\$ 300.00
3341	Costley, Cassandra	10/17/2017	10/16/2017	Refund for cancelled Field of Screams trip for Cohen	0	\$ 30.00
3342	Coty, Heather	10/17/2017	10/16/2017	Refund for Cancelled Field of Screams Trip	0	\$ 30.00
3343	Hibbing ISD #701	10/17/2017	G SWIM 10/14/	G SWIM ENTRY FEE 10/14/17	0	\$ 105.00
3344	Vellieux, Monica	10/17/2017	10/16/2017	Refund for cancelled Field of Screams trip	0	\$ 30.00
3345	VOYAGEUR CHARTER COACH	10/17/2017	2460	Chartered bus to YLA (Baxter, MN)	0	\$ 1,570.00

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Payable Summary

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
3346	Wright, Georgeanne	10/17/2017	10/16/2017	Refund for 2 people to attend Finding Neverland play at the Orpheum Theater	0	\$ 240.00
	Wright, Georgeanne	10/19/2017	10/16/2017	Refund for 2 people to attend Finding Neverland play at the Orpheum Theater	0	\$ (240.00)
3347	Mattson, Rob	10/17/2017	FOOTBALL 10/1	FOOTBALL REF 10/18/17	0	\$ 80.00
3348	MCDONALD, TOM	10/17/2017	FOOTBALL 10/1	FOOTBALL REF 10/18/17	0	\$ 80.00
3349	OMERZA, TIM	10/17/2017	FOOTBALL 10/1	FOOTBALL REF 10/18/17	0	\$ 80.00
3350	VISSER, DARREN	10/17/2017	FOOTBALL 10/1	FOOTBALL REF 10/18/17	0	\$ 80.00
3351	WETZEL, JAY	10/17/2017	FOOTBALL 10/1	FOOTBALL REF 10/18/17	0	\$ 188.60
3352	ARROWHEAD LIBRARY SYSTEM	10/20/2017	6837	Library Catalog System	6201800000	\$ 625.00
3353	BEMIDJI WELDERS SUPPLY	10/20/2017	M191905	WELDER REPAIR	2551800005	\$ 86.03
	BEMIDJI WELDERS SUPPLY	10/20/2017	191905	ALI ~ WELDING GLOVES	2551800006	\$ 267.75
	BEMIDJI WELDERS SUPPLY	10/20/2017	322171	WELDER REPAIR	2551800005	\$ 212.00
3354	CDW Government	10/20/2017	KHB3396	Printer	6051800049	\$ 1,302.35
	CDW Government	10/20/2017	KKR6299	Bus Office Printer	6051800055	\$ 906.30
3355	COCA-COLA BOTTLING CO	10/20/2017	568163	FHS; Beverages for Meal Service	0	\$ 67.50
	COCA-COLA BOTTLING CO	10/20/2017	568205	FHS; Beverages for Meal Services	0	\$ 368.00
	COCA-COLA BOTTLING CO	10/20/2017	568235	FHS; Beverages for Meal Service	0	\$ 231.00
3356	EARLY LEARNING LABS, INC.	10/20/2017	3429	Renewal of myIGDI's for 2017-2018	1301800011	\$ 636.00
3357	EARTHGRAINS BAKING CO INC	10/20/2017	52526216812	FES; Bread for Meal Service	0	\$ 90.10
	EARTHGRAINS BAKING CO INC	10/20/2017	52526216814	FES; Bread for Meal Service	0	\$ 120.15
	EARTHGRAINS BAKING CO INC	10/20/2017	52526216863	FES; Bread for Meal Service	0	\$ 133.30
	EARTHGRAINS BAKING CO INC	10/20/2017	52526216865	FES; Bread for Meal Service	0	\$ 119.00
	EARTHGRAINS BAKING CO INC	10/20/2017	52526216920	FES; Bread for Meal Service	0	\$ 146.45
3358	Education Innovation Partners	10/20/2017	1191	Telepresence Conference	6051800042	\$ 206.25
3359	First Technologies	10/20/2017	63597236	QUOTE #17-5083 ALI Laser Engraver	2551800001	\$ 34,830.00

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November 20, 2017

Payable Summary

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
3360	Marco Technologies LLC	10/20/2017	INV4636851	Staples for Copy Machine	1301800032	\$ 106.90
	Marco Technologies LLC	10/20/2017	INV4671682	Bus Office Copy Per Copy	1101800002	\$ 80.26
	Marco Technologies LLC	10/20/2017	INV4671680	Guid Office Cost per Copy	7101800000	\$ 21.36
	Marco Technologies LLC	10/20/2017	341628329	FES; Cost Per Copy Machine	1301800001	\$ 328.26
	Marco Technologies LLC	10/20/2017	341628311	FHS; Cost Per Copy	3001800006	\$ 1,370.89
3361	MN ENERGY RESOURCES CORP	10/20/2017	100417	Natural Gas Services	8101800004	\$ 1,487.82
	MN ENERGY RESOURCES CORP	10/20/2017	100417	Natural Gas Services	8101800004	\$ 522.59
	MN ENERGY RESOURCES CORP	10/20/2017	100417	Natural Gas Services	8101800004	\$ 132.26
	MN ENERGY RESOURCES CORP	10/20/2017	100417	Natural Gas Services	8101800004	\$ 44.08
	MN ENERGY RESOURCES CORP	10/20/2017	101017	Stadium; Natural Gas Services	8101800004	\$ 25.04
3362	MN POWER	10/20/2017	101017	Electricity Bill	8101800024	\$ 521.05
	MN POWER	10/20/2017	101017	Electricity Bill	8101800024	\$ 966.24
	MN POWER	10/20/2017	101017	Electricity Bill	8101800024	\$ 1,877.00
	MN POWER	10/20/2017	101017	Electricity Bill	8101800024	\$ 2,596.29
	MN POWER	10/20/2017	101017	Electricity Bill	8101800024	\$ 7,511.61
	MN POWER	10/20/2017	101017	Electricity Bill	8101800024	\$ 329.41
3363	MN TELECOMMUNICATIONS	10/20/2017	3985	Monthly Broadband Services	6051800000	\$ 1,512.50
3364	THE JOURNAL	10/20/2017	93017	Advertising Local Newspaper	1101800001	\$ 352.93
3365	Thompson, Sara	10/20/2017	93017	P & I Grant Marketing Consultant	7901800000	\$ 1,160.00
3366	XEROX CORP	10/20/2017	90729613	FHS Copy Machine Rental	1101800007	\$ 478.09
	XEROX CORP	10/20/2017	90729612	FES Copy Machine Rental	1101800007	\$ 478.09
3367	Wright, Georgeanne	10/20/2017	10/16/2017	Refund for 2 people to attend Finding Neverland play at the Orpheum Theater	0	\$ 240.00
3368	FALLS LICENSE BUREAU	10/19/2017	2 buses	Taxes & Titling fees	0	\$ 2,963.75
	FALLS LICENSE BUREAU	10/19/2017	2 buses	Taxes & Titling fees	0	\$ 4,458.75
	FALLS LICENSE BUREAU	10/19/2017	2 buses	Taxes & Titling fees	0	\$ 11.00
3369	DELTA DENTAL	10/20/2017	7068356	Dental Insurance - November 2017	0	\$ 1,863.40
	DELTA DENTAL	10/20/2017	7068356	Dental Insurance - November 2017	0	\$ 4,895.94
	DELTA DENTAL	10/20/2017	7068356	Dental Insurance - November	0	\$ 86.10

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
					2017	
	DELTA DENTAL	10/20/2017	7068356	Dental Insurance - November	0 \$	86.10
					2017	
3370	Select Account	10/23/2017	38525535	Medical FSA: 10/13/2017 -	0 \$	2,927.73
				10/19/2017		
3371	Madison National Life	10/23/2017	1272616	Life Insurance - November	0 \$	64.80
					2017	
	Madison National Life	10/23/2017	1272616	Life Insurance - November	0 \$	1,553.10
					2017	
3372	Madison National Life	10/23/2017	1272617	LTD Insurance - November	0 \$	137.50
3373	Section 7A	10/23/2017	CC 10/26/17	CC SECTION MEET 10/26/17	0 \$	200.00
3374	MBCA	10/25/2017	J.KOENIG	COACH'S CLINIC REGISTRATION	0 \$	220.00
3375	AFSCME Council 65	10/27/2017	20171027ADAF	Payroll accrual	0 \$	902.85
	AFSCME Council 65	10/27/2017	20171027ADAF	Payroll accrual	0 \$	285.17
	AFSCME Council 65	10/27/2017	20171027ADAF	Payroll accrual	0 \$	32.97
	AFSCME Council 65	10/27/2017	20171027ADAF	Payroll accrual	0 \$	17.34
3375	AFSCME Council 65	10/27/2017	20171027ADAF	Payroll accrual	0 \$	10.00
	AFSCME Council 65	10/27/2017	20171027ADAF	Payroll accrual	0 \$	0.66
3376	AFT Local #331	10/27/2017	20171027ADDU	Payroll accrual	0 \$	3,105.27
	AFT Local #331	10/27/2017	20171027ADDU	Payroll accrual	0 \$	133.00
3377	Falls Education Foundation	10/27/2017	20171027ADFEI	Payroll accrual	0 \$	25.00
3378	MN Child Support Pymt Center-Carls	10/27/2017	20171027ADCSI	Payroll accrual	0 \$	279.64
3379	MN Child Support Payment Center -	10/27/2017	20171027ADCSI	Payroll accrual	0 \$	106.59
3380	Para Local #4798	10/27/2017	20171027ADDU	Payroll accrual	0 \$	653.64
	Para Local #4798	10/27/2017	20171027ADDU	Payroll accrual	0 \$	24.18
3381	United Way of Northeastern MN	10/27/2017	20171027ADUV	Payroll accrual	0 \$	10.00
3382	GREAT AMERICAN OPPORTUNITIES	10/26/2017	913889108	6th Grade Fund Raiser	0 \$	3,952.70
3383	JULIAN, BERTOGLIAT	10/26/2017	VB PLAYOFF 10	VB PLAYOFF GATE RECEIPTS	0 \$	1,269.00
					10/25/2017	
3384	ADAM J MCINTYRE	10/26/2017	3696	Painting after Arena fire	8101800059 \$	16,886.00
	ADAM J MCINTYRE	11/9/2017	3696	Painting after Arena fire	8101800059 \$	(16,886.00)
3385	CRANDALLS SEPTIC PUMPING	10/26/2017	5181	Comm Ed; Portable for Archery	0 \$	75.00
				Class		

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Payable Summary

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	CRANDALLS SEPTIC PUMPING	10/26/2017	5216	PORTABLE TOILET SERVICE FOR THE HIAL PIKE CROSS COUNTRY MEET	2921800018	\$ 320.00
3386	DEMCO INC	10/26/2017	6228177	FHS LIBRARY SUPPLIES	6201800001	\$ 546.36
3387	Employers Preferred Ins Co	10/26/2017	7327300	Final Audit Invoice	0	\$ 314.00
3388	Falls Advanced Chiropractic Center	10/26/2017	100417	Employee Drug Tests	0	\$ 105.00
3389	GOPHER SPORT	10/26/2017	9382977	PE SUPPLIES	3001800004	\$ 2,277.28
3390	GUARDIAN PEST CONTROL INC	10/26/2017	1812402	Pest Control Service	8101800021	\$ 64.65
3391	HOUGHTON MIFFLIN	10/26/2017	953435855	Textbooks for St Thomas School	1101800008	\$ 109.47
	HOUGHTON MIFFLIN	10/26/2017	953437066	SpEd English Textbooks	3001800030	\$ 3,503.70
	HOUGHTON MIFFLIN	10/26/2017	953458413	Textbooks for St Thomas School	1101800008	\$ 516.44
3392	INAC, INC	10/26/2017	3050	Food & Nutrition Consulting	7701800001	\$ 1,600.00
3393	INTERQUEST DETECTION CANINES	10/26/2017	Sep-22	Canine Detection Services	3001800034	\$ 315.00
3394	ISD #709	10/26/2017	AR264066	FY18 Student Tuition	0	\$ 1,980.00
3395	IXL	10/26/2017	S316656	Site License	6051800032	\$ 4,749.97
	IXL	10/26/2017	S316656	Site License	6051800032	\$ 3,019.03
3396	KOERTER'S INC	10/26/2017	120214	Lawnmower Gas	0	\$ 67.30
	KOERTER'S INC	10/26/2017	120214	Lawnmower Gas	0	\$ 13.81
3397	MEDTOX LABORATORIES	10/26/2017	92017665124	Employee Drug Test Screening	0	\$ 57.03
3398	Minneapolis Public Schools	10/26/2017	1818000065	FY18 Student Tuition	0	\$ 513.59
3399	Northern Office Outfitters	10/26/2017	5308	West End Toner	0	\$ 195.00
	Northern Office Outfitters	10/26/2017	5289	FHS Secretary Printer Toner	0	\$ 150.00
3400	OFFICE DEPOT	10/26/2017	9.68462E+11	FES Office Supplies	1301800031	\$ 15.89
	OFFICE DEPOT	10/26/2017	9.68462E+11	FES Office Supplies	1301800031	\$ 320.52
	OFFICE DEPOT	10/26/2017	9.70561E+11	OFFICE/CLASSROOM SUPPLIES	3001800033	\$ 236.89
	OFFICE DEPOT	10/26/2017	9.75056E+12	OFFICE/CLASSROOM SUPPLIES	3001800033	\$ 672.22
	OFFICE DEPOT	10/26/2017	9.70979E+11	ECFE Halloween Supplies	5001800027	\$ 3.38
3401	RAINY RIVER COMMUNITY COLLEGE	10/26/2017	Fall2017	Fall 2017 PSEO Tuition	0	\$ 132,061.86
3402	RENAISSANCE LEARNING INC	10/26/2017	4365439	Star Reading Subscription	6051800054	\$ 1,930.40
3403	Ruelle, Ralph	10/26/2017	100617	Reimbursement for Bowling Shirts (Pd w/Purple Pride	0	\$ 160.00

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Payable Summary

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
3404	Tyler Technologies, Inc.	10/26/2017	045-203870	Transportation Software Funds)	7601800002	\$ 3,000.00
3405	City Of Ranier	10/27/2017	102417	PALS Halloween Party Facility Rental	5001800005	\$ 125.00
3406	Service Master of Intl Falls	10/27/2017	1266	Arena concession are cleaning after fire	8101800057	\$ 29,122.44
3407	NCPERS MINNESOTA	10/27/2017	16491117	PERA Life Insurance - Nov-17	0	\$ 144.00
3408	Select Account	10/30/2017	38529739	Medical FSA: 10/23/2017 - 10/26/2017	0	\$ 1,055.60
3409	Gjertson, John	11/2/2017	11/2/2017	Early Retirement Incentive - J. Gjertson	0	\$ 259.15
3410	DECKER INC	11/2/2017	213663A	name plates for new teachers	8101800043	\$ 190.73
3411	EARTHGRAINS BAKING CO INC	11/2/2017	52526216973	FES; Bread for Meal Service	0	\$ 135.15
	EARTHGRAINS BAKING CO INC	11/2/2017	52526216918	FES; Bread for Meal Service	0	\$ 155.60
	EARTHGRAINS BAKING CO INC	11/2/2017	52526216975	FHS; Bread for Meal Service	0	\$ 71.55
	EARTHGRAINS BAKING CO INC	11/2/2017	52526217024	FHS; Bread for Meal Service	0	\$ 159.55
3412	ELECTION SYSTEMS & SOFTWARE LLC	11/2/2017	1022308	Election Costs	0	\$ 1,213.14
3413	EWALD ENTERPRISES	11/2/2017	4876	Fire Damage Repairs at Arena	8101800022	\$ 3,375.00
	EWALD ENTERPRISES	11/2/2017	4880	Fire Damage Repairs at Arena	8101800022	\$ 619.36
	EWALD ENTERPRISES	11/2/2017	4877	Arena; Annual Fire Alarm Inspection	0	\$ 255.00
3414	FRONTIER	11/2/2017	101617	Monthly Telephone Service	8101800003	\$ 34.27
	FRONTIER	11/2/2017	101617	Monthly Telephone Service	8101800003	\$ 560.32
	FRONTIER	11/2/2017	101617	Monthly Telephone Service	8101800003	\$ 205.62
	FRONTIER	11/2/2017	101617	Monthly Telephone Service	8101800003	\$ 43.27
	FRONTIER	11/2/2017	101617	Monthly Telephone Service	8101800003	\$ 34.27
3415	Fun Express, LLC	11/2/2017	686002138-01	PALS Halloween Candy	5001800024	\$ 61.93
	Fun Express, LLC	11/2/2017	686077937-01	PALS Halloween Candy	5001800024	\$ 19.99
	Fun Express, LLC	11/2/2017	686077937-01	PALS Halloween Candy	5001800024	\$ 48.77
	Fun Express, LLC	11/2/2017	686078009-01	ECFE Halloween Supplies	5001800026	\$ 162.60
	Fun Express, LLC	11/2/2017	686172738-01	ECFE Halloween Supplies	5001800026	\$ 2.38
3416	Inflatable 2000	11/2/2017	I2KQ9207	Deposit for Bounce House -	1301800065	\$ 1,572.94

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	Inflatable 2000	11/2/2017	I2KQ9207	Funds donated by PCA Deposit for Bounce House - Funds donated by PCA	1301800065	\$ 122.06
3417	KANTOR ELECTRIC INC	11/2/2017	14087	Supplies	6051800058	\$ 113.02
3418	Karsnia, John	11/2/2017	103017	Arena Concession Counter	0	\$ 3,500.00
3419	LIBRARIAN'S CHOICE	11/2/2017	1301036	Birthday Bookshelf Books	1301800041	\$ 58.97
3420	MN ENERGY RESOURCES CORP	11/2/2017	102017	Garage; Natural Gas Services	8101800004	\$ 104.86
3421	MN UC FUND	11/2/2017	11524182	3rd Qtr Unemployment	0	\$ 617.57
3422	NORTHERN LUMBER CO	11/2/2017	704797	Garage; Chain	0	\$ 12.71
	NORTHERN LUMBER CO	11/2/2017	703797	WOODS CLASS SUPPLIES	2551800002	\$ 23.92
3423	NORTHLAND LEARNING CENTER	11/2/2017	3760	FY17 Deaf H/H Salary & Benefits	0	\$ 948.33
	NORTHLAND LEARNING CENTER	11/2/2017	3760	FY17 Deaf H/H Salary & Benefits	0	\$ 418.43
	NORTHLAND LEARNING CENTER	11/2/2017	3760	FY17 Deaf H/H Salary & Benefits	0	\$ 475.00
	NORTHLAND LEARNING CENTER	11/2/2017	3682	FY17 Speech Partners	0	\$ 4,386.00
3424	Oh 4 Sweet Catering (DBA)	11/2/2017	102417	PALS Halloween Party	5001800029	\$ 240.00
3425	PEARSON CLINICAL ASSESSMENT	11/2/2017	11358321	Early Childhood Screening Supplies	5001800022	\$ 134.50
3426	PEPPER JW & SON INC	11/2/2017	11D10698	Choir Music	2581800003	\$ 383.44
3427	SCHOOL SPECIALTY	11/2/2017	3.08103E+11	Supplies for Community Ed Classes	5001800030	\$ 331.52
3428	WATER DEPT	11/2/2017	102017	Water Usage	8101800016	\$ 614.58
	WATER DEPT	11/2/2017	102017	Water Usage	8101800016	\$ 2,526.49
	WATER DEPT	11/2/2017	102017	Water Usage	8101800016	\$ 2,001.24
	WATER DEPT	11/2/2017	102017	Water Usage	8101800016	\$ 110.34
	WATER DEPT	11/2/2017	102017G	Garage; Water Usage	8101800016	\$ 93.53
3429	Select Account	11/3/2017	1211098	Participant Fees - November 2017	0	\$ 270.90
3430	BRADLEY, DARELL	11/3/2017	FHS	WALNUT FOR WOOD PROJECTS	0	\$ 154.00
3431	Select Account	11/6/2017	38533915	Medical FSA: 10/27/2017 - 11/3/2017	0	\$ 1,496.24

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
3432	AFT Local #331	11/9/2017	20171109ADDU	Payroll accrual	0	\$ 3,133.38
	AFT Local #331	11/9/2017	20171109ADDU	Payroll accrual	0	\$ 133.00
3433	Falls Education Foundation	11/9/2017	20171109ADFEF	Payroll accrual	0	\$ 25.00
3434	MN Child Support Pymt Center-Carls	11/9/2017	20171109ADCSI	Payroll accrual	0	\$ 279.64
3435	MN Child Support Payment Center -	11/9/2017	20171109ADCSI	Payroll accrual	0	\$ 106.59
3436	Para Local #4798	11/9/2017	20171109ADDU	Payroll accrual	0	\$ 676.31
	Para Local #4798	11/9/2017	20171109ADDU	Payroll accrual	0	\$ 26.59
3437	United Way of Northeastern MN	11/9/2017	20171109ADUV	Payroll accrual	0	\$ 10.00
3438	US FOODSERVICE	11/9/2017	5455220	FES; Food & Supplies for Meal Services	0	\$ 410.74
	US FOODSERVICE	11/9/2017	5455220	FES; Food & Supplies for Meal Services	0	\$ 1,076.67
	US FOODSERVICE	11/9/2017	5053551	Arena Fire; Concession Smallwares Replacement	8101800052	\$ 329.82
	US FOODSERVICE	11/9/2017	5017148	Arena Fire; Concession Smallwares Replacement	8101800052	\$ 2,603.58
3439	US FOODSERVICE	11/8/2017	4984647	FES; Milk for Service	0	\$ 252.82
	US FOODSERVICE	11/8/2017	5053539	FES; Milk for Service	0	\$ 135.55
	US FOODSERVICE	11/8/2017	5053540	FES; Milk for Service	0	\$ 39.09
	US FOODSERVICE	11/8/2017	5112722	FES; Milk for Service	0	\$ 135.55
	US FOODSERVICE	11/8/2017	5112723	FES; Milk for Service	0	\$ 39.09
	US FOODSERVICE	11/8/2017	5187648	FES; Milk for Service	0	\$ 116.58
	US FOODSERVICE	11/8/2017	5249289	FES; Milk for Service	0	\$ 252.82
	US FOODSERVICE	11/8/2017	5249290	FES; Milk for Service	0	\$ 19.43
	US FOODSERVICE	11/8/2017	5325199	FES; Milk for Service	0	\$ 252.82
	US FOODSERVICE	11/8/2017	5381592	FES; Milk for Service	0	\$ 252.82
	US FOODSERVICE	11/8/2017	5381593	FES; Milk for Service	0	\$ 38.86
	US FOODSERVICE	11/8/2017	5455214	FES; Milk for Service	0	\$ 158.24
	US FOODSERVICE	11/8/2017	5455215	FES; Milk for Service	0	\$ 39.49
	US FOODSERVICE	11/8/2017	5053538	FES; Milk for Service	0	\$ 106.52
	US FOODSERVICE	11/8/2017	5112720	FES; Milk for Service	0	\$ 68.12
	US FOODSERVICE	11/8/2017	5187646	FES; Milk for Service	0	\$ 193.38
	US FOODSERVICE	11/8/2017	5249288	FES; Milk for Service	0	\$ 175.10

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	US FOODSERVICE	11/8/2017	5325197	FES; Milk for Service	0	\$ 47.77
	US FOODSERVICE	11/8/2017	5381591	FES; Milk for Service	0	\$ 164.81
	US FOODSERVICE	11/8/2017	5455212	FES; Milk for Service	0	\$ 157.10
	US FOODSERVICE	11/8/2017	5053529	FES; Food for Service	0	\$ 95.70
	US FOODSERVICE	11/8/2017	5112734	FES; Food for Service	0	\$ 153.12
	US FOODSERVICE	11/8/2017	5053528	FHS; Food for Service	0	\$ 73.37
	US FOODSERVICE	11/8/2017	5112733	FHS; Food for Service	0	\$ 133.98
	US FOODSERVICE	11/8/2017	5991913	FHS; Food for Service	0	\$ (73.66)
	US FOODSERVICE	11/8/2017	4995531	FHS; Food for Service	0	\$ 97.56
	US FOODSERVICE	11/8/2017	5053537	FHS; Food for Service	0	\$ 1,681.34
	US FOODSERVICE	11/8/2017	5112726	FHS; Food for Service	0	\$ 979.10
	US FOODSERVICE	11/8/2017	5187645	FHS; Food for Service	0	\$ 3,281.96
	US FOODSERVICE	11/8/2017	5945760	FHS; Food for Service	0	\$ (17.06)
	US FOODSERVICE	11/8/2017	5187647	FHS; Food for Service	0	\$ 405.60
	US FOODSERVICE	11/8/2017	5249295	FHS; Food for Service	0	\$ 38.14
	US FOODSERVICE	11/8/2017	5325193	FHS; Food for Service	0	\$ 2,686.23
	US FOODSERVICE	11/8/2017	5381599	FHS; Food for Service	0	\$ 446.11
	US FOODSERVICE	11/8/2017	5455209	FHS; Food for Service	0	\$ 2,945.75
	US FOODSERVICE	11/8/2017	5991915	FES; Food for Meal Service	0	\$ (13.96)
	US FOODSERVICE	11/8/2017	4984662	FES; Food for Meal Service	0	\$ 968.22
	US FOODSERVICE	11/8/2017	5053549	FES; Food for Meal Service	0	\$ 1,469.88
3439	US FOODSERVICE	11/8/2017	5112738	FES; Food for Meal Service	0	\$ 1,109.42
	US FOODSERVICE	11/8/2017	5187649	FES; Food for Meal Service	0	\$ 1,482.35
	US FOODSERVICE	11/8/2017	5249306	FES; Food for Meal Service	0	\$ 547.58
	US FOODSERVICE	11/8/2017	5325208	FES; Food for Meal Service	0	\$ 944.73
	US FOODSERVICE	11/8/2017	5381595	FES; Food for Meal Service	0	\$ 271.79
3440	ADAM J MCINTYRE	11/9/2017	3696	Painting after Arena fire	8101800059	\$ 16,886.00
3441	MN PEIP	11/9/2017	639683	Medical Insurance - December 2017	0	\$ 12,660.54
	MN PEIP	11/9/2017	639683	Medical Insurance - December 2017	0	\$ 96,577.06
3442	CliftonLarsonAllen LLP	11/10/2017	1643992	Audit Services	1101800013	\$ 13,400.00
3443	EVOLVE U FITNESS & WELLNESS LLC	11/10/2017	11067	PALS Activities for Falls	5001800020	\$ 50.00

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Check No	Vendor	Check Date	Invoice No	Invoice Description Session	PO Number	Amount
3444	INTERQUEST DETECTION CANINES	11/10/2017	114nm-Oct2017	Canine Detection Services	3001800034	\$ 315.00
3445	MN ENERGY RESOURCES CORP	11/10/2017	110217	Natural Gas Services	8101800004	\$ 2,551.21
	MN ENERGY RESOURCES CORP	11/10/2017	110217	Natural Gas Services	8101800004	\$ 1,225.86
	MN ENERGY RESOURCES CORP	11/10/2017	110217	Natural Gas Services	8101800004	\$ 1,508.20
	MN ENERGY RESOURCES CORP	11/10/2017	110217	Natural Gas Services	8101800004	\$ 502.73
3446	NORTHEAST SERVICE COOPERATIVE	11/10/2017	31739	IEA H & S Services	0	\$ 1,600.00
3447	Northern Office Outfitters	11/10/2017	5348	Business Office MICR Toner	0	\$ 799.98
3448	ROCHESTER TELECOM SYSTEMS INC	11/10/2017	102217	Long Distance Phone Calls	8101800020	\$ 80.41
	ROCHESTER TELECOM SYSTEMS INC	11/10/2017	102217	Long Distance Phone Calls	8101800020	\$ 80.41
3449	SHANNONS INC	11/10/2017	15398	science room upgrades	8101800060	\$ 14,253.75
3450	St Francis (Crossroads School)	11/10/2017	FY17#61	FY17 Student Tuition	0	\$ 9,532.67
3451	The Sport Shop	11/10/2017	102017	GIRLS HOCKEY GLOVES	2921800015	\$ 295.80
	The Sport Shop	11/10/2017	102717	BOYS HOCKEY SUPPLIES	2921800019	\$ 500.00
	The Sport Shop	11/10/2017	110817	GIRLS HOCKEY SOCKS	2921800024	\$ 562.50
3452	United Art & Education	11/10/2017	5899029	CLASSROOM SUPPLIES	2121800002	\$ 696.49
	United Art & Education	11/10/2017	5903554	CLASSROOM SUPPLIES	2121800002	\$ 205.92
3453	Select Account	11/13/2017	38538203	Medical FSA: 11/07/2017 - 11/08/2017 Dep Care FSA: 11/13/2017	0	\$ 1,461.77
3454	Bernard, Vickie	11/14/2017	11072017	Election Judge Servcies	0	\$ 80.00
3455	Ewald, Betty	11/14/2017	11072017	Election Judge Services	0	\$ 50.00
	Ewald, Betty	11/14/2017	11072017	Election Judge Services	0	\$ 4.28
3456	Keeney, Judy	11/14/2017	11072017	Election Judge Services	0	\$ 155.00
3457	Lepper, Elaine	11/14/2017	11072017	Election Judge Services	0	\$ 110.00
3458	Mannausau, Alyce	11/14/2017	11072017	Election Judge Services	0	\$ 20.00
3459	Peterson, Judy	11/14/2017	11072017	Election Judge Services	0	\$ 140.00
	Peterson, Judy	11/14/2017	11072017	Election Judge Services	0	\$ 3.21
3460	Swenson, Heidi	11/14/2017	11072017	Election Judge Services	0	\$ 50.00
	Swenson, Heidi	11/14/2017	11072017	Election Judge Services	0	\$ 1.61
3461	Thompson, Sara	11/14/2017	1	T-Shirt design work for YLA	0	\$ 184.00
3462	ARROWHEAD LIBRARY SYSTEM	11/21/2017	6851	Library Catalog System	6201800000	\$ 625.00
3463	BEYOND PLAY	11/21/2017	666722	FEF Grant - Angie Schwartz	1301800056	\$ 327.23

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	BEYOND PLAY	11/21/2017	667766	FEF Grant - Ginger Christianson	1301800070	\$ 309.12
3464	Cedulie's Photography LLC	11/21/2017	2255	Pictures for PALS Halloween Party	5001800031	\$ 500.00
3465	CITIZENS FOR BACKUS	11/21/2017	110117	Lease Agreement	101800001	\$ 598.05
3466	Ettestad, Sethen	11/21/2017	100517	Mileage Reimbursement B/T FE & FHS	0	\$ 18.19
3467	FORESTLAND SALES AND SERVICE	11/21/2017	110517	Snow Plow Repairs	0	\$ 74.21
3468	FRIENDS GARBAGE SERVICE, LLC	11/21/2017	9092313	Garbage Pickups (extra \$371.92 for Arena Fire Demo)	8101800005	\$ 371.92
	FRIENDS GARBAGE SERVICE, LLC	11/21/2017	9092313	Garbage Pickups (extra \$371.92 for Arena Fire Demo)	8101800005	\$ 1,497.08
3469	Good Samaritan Society	11/21/2017	101017	CPR & 1st Instructor (Sather)	0	\$ 270.00
3470	KGHS-AM	11/21/2017	103117	School Matters	101800000	\$ 198.00
3471	KleenSlate.com	11/21/2017	a5860	FEF Grant - Nicci Wood	1301800055	\$ 220.57
3472	LAKESHORE LEARNING MATERIALS	11/21/2017	3314451017	FEF Grant - Lisa Auran	1301800046	\$ 337.69
	LAKESHORE LEARNING MATERIALS	11/21/2017	3353461117	FEF Grant - Mandi Baron	1301800052	\$ 194.92
	LAKESHORE LEARNING MATERIALS	11/21/2017	3353471017	FEF Grant - Jill Morrison	1301800053	\$ 149.00
	LAKESHORE LEARNING MATERIALS	11/21/2017	3353441017	FEF Grant - Kristie LaVigne	1301800057	\$ 146.95
	LAKESHORE LEARNING MATERIALS	11/21/2017	3353421017	FEF Grant - Kristie LaVigne	1301800058	\$ 29.99
	LAKESHORE LEARNING MATERIALS	11/21/2017	33537481017	FEF Grant - Missy Walls	1301800067	\$ 181.92
3473	Mars Supply	11/21/2017	1539918	Gas Calibration Cyl	0	\$ 322.67
3474	MEDTOX LABORATORIES	11/21/2017	1.02018E+11	Transpor; Drug Screen	0	\$ 57.03
3475	MENARDS	11/21/2017	2322	FHS; Pipe Fittings	0	\$ 42.09
	MENARDS	11/21/2017	1562	FHS; Glue Traps	0	\$ 30.94
	MENARDS	11/21/2017	1919	FHS; Door Jam Kit	0	\$ 64.26
	MENARDS	11/21/2017	1647	FHS; Recip Saw Blade	0	\$ 17.09
	MENARDS	11/21/2017	1533	FHS; Field Marking Paint	0	\$ 33.62
	MENARDS	11/21/2017	1899	FES; 125V Plug	0	\$ 5.96
	MENARDS	11/21/2017	1742	Arena; Mini Pump	0	\$ 56.08
	MENARDS	11/21/2017	2338	Arena Fire; Replacement	0	\$ 217.76
	MENARDS	11/21/2017	1613	Arena; Concrete Mix	0	\$ 30.00
	MENARDS	11/21/2017	1834	Arena Fire; Shelves &	0	\$ 122.13

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
				Brackets		
	MENARDS	11/21/2017	1779	Arena Fire; 2 X 4's	0	\$ 75.98
	MENARDS	11/21/2017	2418	Arena Fire; 2 X 4's	0	\$ 23.94
3475	MENARDS	11/21/2017	1860	Arena Fire; Melamine	0	\$ 386.82
	MENARDS	11/21/2017	2419	Arena Fire; Returns	0	\$ (374.85)
	MENARDS	11/21/2017	2237	FES Buddy Bench	0	\$ 47.62
	MENARDS	11/21/2017	1378	Arena Fire; Pipe Fittings	0	\$ 59.51
	MENARDS	11/21/2017	2461	Arena Fire; Steel Door	0	\$ 265.34
3476	MN DEPT OF HEALTH	11/21/2017	#FBL146571642	FES & FHS 2018 Food License Renewal	0	\$ 1,755.00
3477	MR FAITH SOUND & LIGHT INC	11/21/2017	101217	PALS Dances for Fall Session, 2017	5001800016	\$ 840.60
3478	MUSIC IS ELEMENTARY	11/21/2017	252459	FEF Grant - Jeannie Strand	1301800047	\$ 303.16
3479	NASCO SCIENTIFIC	11/21/2017	683969	FEF Grant - Dawn Schindeldecker	1301800064	\$ 17.44
	NASCO SCIENTIFIC	11/21/2017	678453	ART SUPPLIES	2121800001	\$ 297.60
3480	RAINY LAKE MEDICAL CENTER	11/21/2017	3100	PT/OT Therapies Services	3001800013	\$ 10,418.43
3481	Ruelle, Ralph	11/21/2017	102717	Bowling Team Supplies	0	\$ 302.42
3482	Thompson, Sara	11/21/2017	110117	P & I Grant Marketing Consultant	7901800000	\$ 1,160.00
3483	Zones, Inc.	11/21/2017	k08324290101	Storage Media	6051800060	\$ 442.80
171800206	Amundsen, Amy	10/11/2017	G SWIM 10/12/	G SWIM OFFICIAL 10/12/17	0	\$ 80.00
171800207	Amundsen, Amy	10/17/2017	G SWIM 10/17/	G SWIM OFFICIAL 10/17/17	0	\$ 80.00
171800208	VOYAGEUR CHARTER COACH	10/20/2017	2404	TRANSPORTATION FOR CROSS-COUNTRY	2921800010	\$ 904.20
	VOYAGEUR CHARTER COACH	10/20/2017	2405	TRANSPORTATION FOR GIRLS SV & DIVE	2921800009	\$ 759.00
	VOYAGEUR CHARTER COACH	10/20/2017	2408	TRANSPORTATION FOR VOLLEYE	2921800008	\$ 1,277.10
	VOYAGEUR CHARTER COACH	10/20/2017	2403	TRANSPORTATION FOR FOOTBA	2921800007	\$ 3,481.50
171800209	Amdahl, Rachel	11/21/2017	103017	MCEA Conference Mileage & Meals	0	\$ 188.91
171800210	Anderson, Charles	11/21/2017	103017	Mileage Reimbursement B/T FE & FHS	0	\$ 9.63

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171800211	Boe, Angel	11/21/2017	103017	Mileage Reimbursement B/T FE & Public Library	0	\$ 18.73
171800212	Froemke, Jonathan	11/21/2017	103117	Mileage to Virginia for District Meeting	0	\$ 135.99
171800213	Koenig, Tamara	11/21/2017	103117	Mileage Reimbursement to ALC	0	\$ 51.20
171800214	Olson, David	11/21/2017	100517	Mileage Reimbursement (ALI)	0	\$ 73.15
171800215	Olson-Line, Karla	11/21/2017	110417	FEF Funds Quilt Class	0	\$ 26.97
171800216	Potter, Lori	11/21/2017	103117	Mileage Reimbursement B/T FH & Garage	0	\$ 38.52
171800217	Rousseau, Erin	11/21/2017	103117	Mileage Reimbursement B/T W & Bus Garage	0	\$ 40.66
171800218	Staples, Sarah	11/21/2017	102017	MEA Conference Meal Reimbursement	0	\$ 80.70
171800219	Tessier, Wyatt	11/21/2017	103117	Mileage Reimbursement B/T FH & Garage	0	\$ 21.40
171800220	VOYAGEUR CHARTER COACH	11/21/2017	2447	TRANSPORTATION FOR FOOTBA	2921800007	\$ 2,036.10
	VOYAGEUR CHARTER COACH	11/21/2017	2432	TRANSPORTATION FOR VOLLEYE	2921800008	\$ 3,570.60
	VOYAGEUR CHARTER COACH	11/21/2017	2435	TRANSPORTATION FOR GIRLS SV & DIVE	2921800009	\$ 834.90
171800221	Wenberg-Anderson, Jennifer	11/21/2017	103017	Mileage Reimbursement B/T FE & FHS	0	\$ 8.56
171800222	Wilson, June	11/21/2017	103117	Mileage Reimbursement B/T FH & Garage	0	\$ 17.12
201700269	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTS	Payroll accrual	0	\$ 48.08
	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTS	Payroll accrual	0	\$ 288.94
	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTS	Payroll accrual	0	\$ 38.77
	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTS	Payroll accrual	0	\$ 699.54
	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTS	Payroll accrual	0	\$ 4.34
	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTS	Payroll accrual	0	\$ 2,533.84
	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTS	Payroll accrual	0	\$ 50.16
	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTS	Payroll accrual	0	\$ 1,920.49
	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTS	Payroll accrual	0	\$ 346.16
	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTS	Payroll accrual	0	\$ 196.16

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTSI	Payroll accrual	0	\$ 245.15
	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTSI	Payroll accrual	0	\$ 73.86
	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTSI	Payroll accrual	0	\$ 3,237.00
	Educator Benefit Consultants, LLC	10/13/2017	20171013ADTSI	Payroll accrual	0	\$ 55.24
	Educator Benefit Consultants, LLC	10/13/2017	20171013AFTSA	Payroll accrual	0	\$ 216.37
	Educator Benefit Consultants, LLC	10/13/2017	20171013AFTSA	Payroll accrual	0	\$ 38.77
	Educator Benefit Consultants, LLC	10/13/2017	20171013AFTSA	Payroll accrual	0	\$ 344.72
	Educator Benefit Consultants, LLC	10/13/2017	20171013AFTSA	Payroll accrual	0	\$ 2.89
	Educator Benefit Consultants, LLC	10/13/2017	20171013AFTSE	Payroll accrual	0	\$ 1,518.74
	Educator Benefit Consultants, LLC	10/13/2017	20171013AFTSE	Payroll accrual	0	\$ 46.16
	Educator Benefit Consultants, LLC	10/13/2017	20171013AFTSF	Payroll accrual	0	\$ 646.28
	Educator Benefit Consultants, LLC	10/13/2017	20171013AFTSC	Payroll accrual	0	\$ 65.39
	Educator Benefit Consultants, LLC	10/13/2017	20171013AFTSM	Payroll accrual	0	\$ 225.52
	Educator Benefit Consultants, LLC	10/13/2017	20171013AFTSS	Payroll accrual	0	\$ 46.16
	Educator Benefit Consultants, LLC	10/13/2017	20171013AFTS\	Payroll accrual	0	\$ 1,506.44
	Educator Benefit Consultants, LLC	10/13/2017	20171013AFTS\	Payroll accrual	0	\$ 43.28
201700270	ING	10/13/2017	20171013ADG-4	Payroll accrual	0	\$ 8.73
	ING	10/13/2017	20171013ADG-4	Payroll accrual	0	\$ 22.85
	ING	10/13/2017	20171013AFDEF	Payroll accrual	0	\$ 8.73
	ING	10/13/2017	20171013AFDEF	Payroll accrual	0	\$ 22.85
	ING	10/13/2017	20171013AFHC	Payroll accrual	0	\$ 2,654.13
	ING	10/13/2017	20171013AFHC	Payroll accrual	0	\$ 6.92
201700271	Internal Revenue Service	10/13/2017	20171013ADFIC	Payroll accrual	0	\$ 16,131.62
	Internal Revenue Service	10/13/2017	20171013ADFIC	Payroll accrual	0	\$ 730.94
	Internal Revenue Service	10/13/2017	20171013ADFIC	Payroll accrual	0	\$ 634.09
	Internal Revenue Service	10/13/2017	20171013ADFTI	Payroll accrual	0	\$ 105.00
201700271	Internal Revenue Service	10/13/2017	20171013ADFTI	Payroll accrual	0	\$ 15.00
	Internal Revenue Service	10/13/2017	20171013ADFTI	Payroll accrual	0	\$ 20.00
	Internal Revenue Service	10/13/2017	20171013ADFTI	Payroll accrual	0	\$ 83.22
	Internal Revenue Service	10/13/2017	20171013ADFTI	Payroll accrual	0	\$ 24,797.99
	Internal Revenue Service	10/13/2017	20171013ADFTI	Payroll accrual	0	\$ 1,065.11
	Internal Revenue Service	10/13/2017	20171013ADFTI	Payroll accrual	0	\$ 678.19
	Internal Revenue Service	10/13/2017	20171013ADMIC	Payroll accrual	0	\$ 3,772.72

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	Internal Revenue Service	10/13/2017	20171013ADM	Payroll accrual	0	\$ 170.97
	Internal Revenue Service	10/13/2017	20171013ADM	Payroll accrual	0	\$ 148.30
	Internal Revenue Service	10/13/2017	20171013AFFIC	Payroll accrual	0	\$ 16,131.62
	Internal Revenue Service	10/13/2017	20171013AFFIC	Payroll accrual	0	\$ 730.94
	Internal Revenue Service	10/13/2017	20171013AFFIC	Payroll accrual	0	\$ 634.09
	Internal Revenue Service	10/13/2017	20171013AFMD	Payroll accrual	0	\$ 3,772.72
	Internal Revenue Service	10/13/2017	20171013AFMD	Payroll accrual	0	\$ 170.97
	Internal Revenue Service	10/13/2017	20171013AFMD	Payroll accrual	0	\$ 148.30
201700272	MINNESOTA REVENUE	10/13/2017	20171013ADSIT	Payroll accrual	0	\$ 24.00
	MINNESOTA REVENUE	10/13/2017	20171013ADSIT	Payroll accrual	0	\$ 6.00
	MINNESOTA REVENUE	10/13/2017	20171013ADSIT	Payroll accrual	0	\$ 20.00
	MINNESOTA REVENUE	10/13/2017	20171013ADSIT	Payroll accrual	0	\$ 10,278.12
	MINNESOTA REVENUE	10/13/2017	20171013ADSIT	Payroll accrual	0	\$ 448.46
	MINNESOTA REVENUE	10/13/2017	20171013ADSIT	Payroll accrual	0	\$ 323.50
	MINNESOTA REVENUE	10/13/2017	20171013ADSIT	Payroll accrual	0	\$ 83.22
201700273	Minnesota Revenue	10/13/2017	20171013ADGA	Payroll accrual	0	\$ 515.20
201700274	MN Teachers Retirement Associator	10/13/2017	20171013ADTR	Payroll accrual	0	\$ 13,153.24
	MN Teachers Retirement Associator	10/13/2017	20171013ADTR	Payroll accrual	0	\$ 589.41
	MN Teachers Retirement Associator	10/13/2017	20171013AFTR	Payroll accrual	0	\$ 13,153.24
	MN Teachers Retirement Associator	10/13/2017	20171013AFTR	Payroll accrual	0	\$ 589.41
201700275	Public Employees Retirement Associ	10/13/2017	20171013ADPEI	Payroll accrual	0	\$ 5,858.68
	Public Employees Retirement Associ	10/13/2017	20171013ADPEI	Payroll accrual	0	\$ 257.08
	Public Employees Retirement Associ	10/13/2017	20171013ADPEI	Payroll accrual	0	\$ 663.05
	Public Employees Retirement Associ	10/13/2017	20171013AFPEF	Payroll accrual	0	\$ 6,760.02
	Public Employees Retirement Associ	10/13/2017	20171013AFPEF	Payroll accrual	0	\$ 296.67
	Public Employees Retirement Associ	10/13/2017	20171013AFPEF	Payroll accrual	0	\$ 765.05
201700276	Public Employees Retirement-DCP	10/13/2017	20171013ADDC	Payroll accrual	0	\$ 24.60
201700276	Public Employees Retirement-DCP	10/13/2017	20171013AFDCI	Payroll accrual	0	\$ 24.60
201700277	Internal Revenue Service	10/20/2017	20171020ADFIC	Payroll accrual	0	\$ 74.92
	Internal Revenue Service	10/20/2017	20171020ADFT	Payroll accrual	0	\$ 4.78
	Internal Revenue Service	10/20/2017	20171020ADM	Payroll accrual	0	\$ 17.52
	Internal Revenue Service	10/20/2017	20171020AFFIC	Payroll accrual	0	\$ 74.92
	Internal Revenue Service	10/20/2017	20171020AFMD	Payroll accrual	0	\$ 17.52

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
201700278	MINNESOTA REVENUE	10/20/2017	20171020ADSIT	Payroll accrual	0	\$ 2.56
201700279	MN Teachers Retirement Associator	10/20/2017	20171020ADTR	Payroll accrual	0	\$ 90.62
	MN Teachers Retirement Associator	10/20/2017	20171020AFTR	Payroll accrual	0	\$ 90.62
201700280	Internal Revenue Service	10/23/2017	20171023ADFIC	Payroll accrual	0	\$ 139.88
	Internal Revenue Service	10/23/2017	20171023ADFIC	Payroll accrual	0	\$ 4.62
	Internal Revenue Service	10/23/2017	20171023ADFT	Payroll accrual	0	\$ -
	Internal Revenue Service	10/23/2017	20171023ADFT	Payroll accrual	0	\$ -
	Internal Revenue Service	10/23/2017	20171023ADMIC	Payroll accrual	0	\$ 32.70
	Internal Revenue Service	10/23/2017	20171023ADMIC	Payroll accrual	0	\$ 1.08
	Internal Revenue Service	10/23/2017	20171023AFFIC	Payroll accrual	0	\$ 139.88
	Internal Revenue Service	10/23/2017	20171023AFFIC	Payroll accrual	0	\$ 4.62
	Internal Revenue Service	10/23/2017	20171023AFMD	Payroll accrual	0	\$ 32.70
	Internal Revenue Service	10/23/2017	20171023AFMD	Payroll accrual	0	\$ 1.08
201700281	MINNESOTA REVENUE	10/23/2017	20171023ADSIT	Payroll accrual	0	\$ -
	MINNESOTA REVENUE	10/23/2017	20171023ADSIT	Payroll accrual	0	\$ -
201700282	Public Employees Retirement Associ	10/23/2017	20171023ADPEI	Payroll accrual	0	\$ 146.67
	Public Employees Retirement Associ	10/23/2017	20171023ADPEI	Payroll accrual	0	\$ 4.82
	Public Employees Retirement Associ	10/23/2017	20171023AFPEI	Payroll accrual	0	\$ 169.21
	Public Employees Retirement Associ	10/23/2017	20171023AFPEI	Payroll accrual	0	\$ 5.57
201700283	Educator Benefit Consultants, LLC	10/27/2017	20171027ADTS	Payroll accrual	0	\$ 48.08
	Educator Benefit Consultants, LLC	10/27/2017	20171027ADTS	Payroll accrual	0	\$ 288.94
	Educator Benefit Consultants, LLC	10/27/2017	20171027ADTS	Payroll accrual	0	\$ 38.77
	Educator Benefit Consultants, LLC	10/27/2017	20171027ADTS	Payroll accrual	0	\$ 731.65
	Educator Benefit Consultants, LLC	10/27/2017	20171027ADTSI	Payroll accrual	0	\$ 2,533.84
	Educator Benefit Consultants, LLC	10/27/2017	20171027ADTSI	Payroll accrual	0	\$ 50.16
	Educator Benefit Consultants, LLC	10/27/2017	20171027ADTSI	Payroll accrual	0	\$ 1,920.49
201700283	Educator Benefit Consultants, LLC	10/27/2017	20171027ADTS	Payroll accrual	0	\$ 346.16
	Educator Benefit Consultants, LLC	10/27/2017	20171027ADTS	Payroll accrual	0	\$ 196.16
	Educator Benefit Consultants, LLC	10/27/2017	20171027ADTS	Payroll accrual	0	\$ 245.15
	Educator Benefit Consultants, LLC	10/27/2017	20171027ADTS	Payroll accrual	0	\$ 73.86
	Educator Benefit Consultants, LLC	10/27/2017	20171027ADTS	Payroll accrual	0	\$ 3,246.08
	Educator Benefit Consultants, LLC	10/27/2017	20171027ADTS	Payroll accrual	0	\$ 46.16
	Educator Benefit Consultants, LLC	10/27/2017	20171027AFTSA	Payroll accrual	0	\$ 216.37

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	Educator Benefit Consultants, LLC	10/27/2017	20171027AFTSA	Payroll accrual	0	\$ 38.77
	Educator Benefit Consultants, LLC	10/27/2017	20171027AFTSB	Payroll accrual	0	\$ 403.15
	Educator Benefit Consultants, LLC	10/27/2017	20171027AFTSE	Payroll accrual	0	\$ 1,518.74
	Educator Benefit Consultants, LLC	10/27/2017	20171027AFTSF	Payroll accrual	0	\$ 46.16
	Educator Benefit Consultants, LLC	10/27/2017	20171027AFTSG	Payroll accrual	0	\$ 646.28
	Educator Benefit Consultants, LLC	10/27/2017	20171027AFTSH	Payroll accrual	0	\$ 65.39
	Educator Benefit Consultants, LLC	10/27/2017	20171027AFTSI	Payroll accrual	0	\$ 225.52
	Educator Benefit Consultants, LLC	10/27/2017	20171027AFTSJ	Payroll accrual	0	\$ 46.16
	Educator Benefit Consultants, LLC	10/27/2017	20171027AFTSK	Payroll accrual	0	\$ 1,510.30
	Educator Benefit Consultants, LLC	10/27/2017	20171027AFTSL	Payroll accrual	0	\$ 39.42
201700284	ING	10/27/2017	20171027ADG-4	Payroll accrual	0	\$ 9.79
	ING	10/27/2017	20171027ADG-4	Payroll accrual	0	\$ 21.79
	ING	10/27/2017	20171027AFDEF	Payroll accrual	0	\$ 9.79
	ING	10/27/2017	20171027AFDEF	Payroll accrual	0	\$ 21.79
	ING	10/27/2017	20171027AFHC	Payroll accrual	0	\$ 2,654.13
	ING	10/27/2017	20171027AFHC	Payroll accrual	0	\$ 6.92
201700285	Internal Revenue Service	10/27/2017	20171027ADFIC	Payroll accrual	0	\$ 16,392.15
	Internal Revenue Service	10/27/2017	20171027ADFIC	Payroll accrual	0	\$ 715.09
	Internal Revenue Service	10/27/2017	20171027ADFIC	Payroll accrual	0	\$ 548.33
	Internal Revenue Service	10/27/2017	20171027ADFT	Payroll accrual	0	\$ 124.00
	Internal Revenue Service	10/27/2017	20171027ADFT	Payroll accrual	0	\$ 15.00
	Internal Revenue Service	10/27/2017	20171027ADFT	Payroll accrual	0	\$ 20.00
	Internal Revenue Service	10/27/2017	20171027ADFT	Payroll accrual	0	\$ 42.24
	Internal Revenue Service	10/27/2017	20171027ADFT	Payroll accrual	0	\$ 26,011.34
	Internal Revenue Service	10/27/2017	20171027ADFT	Payroll accrual	0	\$ 990.16
	Internal Revenue Service	10/27/2017	20171027ADFT	Payroll accrual	0	\$ 558.97
	Internal Revenue Service	10/27/2017	20171027ADM	Payroll accrual	0	\$ 3,833.63
	Internal Revenue Service	10/27/2017	20171027ADM	Payroll accrual	0	\$ 167.22
	Internal Revenue Service	10/27/2017	20171027ADM	Payroll accrual	0	\$ 128.23
	Internal Revenue Service	10/27/2017	20171027AFFIC	Payroll accrual	0	\$ 16,392.15
201700285	Internal Revenue Service	10/27/2017	20171027AFFIC	Payroll accrual	0	\$ 715.09
	Internal Revenue Service	10/27/2017	20171027AFFIC	Payroll accrual	0	\$ 548.33
	Internal Revenue Service	10/27/2017	20171027AFMD	Payroll accrual	0	\$ 3,833.63

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	Internal Revenue Service	10/27/2017	20171027AFMD	Payroll accrual	0	\$ 167.22
	Internal Revenue Service	10/27/2017	20171027AFMD	Payroll accrual	0	\$ 128.23
201700286	MINNESOTA REVENUE	10/27/2017	20171027ADSIT	Payroll accrual	0	\$ 24.00
	MINNESOTA REVENUE	10/27/2017	20171027ADSIT	Payroll accrual	0	\$ 6.00
	MINNESOTA REVENUE	10/27/2017	20171027ADSIT	Payroll accrual	0	\$ 20.00
	MINNESOTA REVENUE	10/27/2017	20171027ADSIT	Payroll accrual	0	\$ 10,638.90
	MINNESOTA REVENUE	10/27/2017	20171027ADSIT	Payroll accrual	0	\$ 418.57
	MINNESOTA REVENUE	10/27/2017	20171027ADSIT	Payroll accrual	0	\$ 266.99
	MINNESOTA REVENUE	10/27/2017	20171027ADSIT	Payroll accrual	0	\$ 42.24
201700287	Minnesota Revenue	10/27/2017	20171027ADGA	Payroll accrual	0	\$ 319.91
201700288	MN Teachers Retirement Associator	10/27/2017	20171027ADTR	Payroll accrual	0	\$ 13,381.75
	MN Teachers Retirement Associator	10/27/2017	20171027ADTR	Payroll accrual	0	\$ 573.68
	MN Teachers Retirement Associator	10/27/2017	20171027AFTR	Payroll accrual	0	\$ 13,381.75
	MN Teachers Retirement Associator	10/27/2017	20171027AFTR	Payroll accrual	0	\$ 573.68
201700289	Public Employees Retirement Associ	10/27/2017	20171027ADPEI	Payroll accrual	0	\$ 5,894.65
	Public Employees Retirement Associ	10/27/2017	20171027ADPEI	Payroll accrual	0	\$ 228.18
	Public Employees Retirement Associ	10/27/2017	20171027ADPEI	Payroll accrual	0	\$ 587.63
	Public Employees Retirement Associ	10/27/2017	20171027AFPEF	Payroll accrual	0	\$ 6,801.57
	Public Employees Retirement Associ	10/27/2017	20171027AFPEF	Payroll accrual	0	\$ 263.27
	Public Employees Retirement Associ	10/27/2017	20171027AFPEF	Payroll accrual	0	\$ 678.05
201700290	Public Employees Retirement-DCP	10/27/2017	20171027ADDC	Payroll accrual	0	\$ 24.60
	Public Employees Retirement-DCP	10/27/2017	20171027AFDCI	Payroll accrual	0	\$ 24.60
201700291	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTS	Payroll accrual	0	\$ 48.08
	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTS	Payroll accrual	0	\$ 288.94
	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTS	Payroll accrual	0	\$ 38.77
	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTS	Payroll accrual	0	\$ 731.65
	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTSI	Payroll accrual	0	\$ 2,379.62
	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTSI	Payroll accrual	0	\$ 50.16
	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTSI	Payroll accrual	0	\$ 1,919.30
	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTSI	Payroll accrual	0	\$ 1.19
201700291	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTS	Payroll accrual	0	\$ 346.16
	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTSI	Payroll accrual	0	\$ 196.16
	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTSI	Payroll accrual	0	\$ 245.15

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Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTS	Payroll accrual	0	\$ 73.86
	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTS	Payroll accrual	0	\$ 3,071.08
	Educator Benefit Consultants, LLC	11/9/2017	20171109ADTS	Payroll accrual	0	\$ 46.16
	Educator Benefit Consultants, LLC	11/9/2017	20171109AFTSA	Payroll accrual	0	\$ 216.37
	Educator Benefit Consultants, LLC	11/9/2017	20171109AFTSA	Payroll accrual	0	\$ 38.77
	Educator Benefit Consultants, LLC	11/9/2017	20171109AFTSA	Payroll accrual	0	\$ 403.15
	Educator Benefit Consultants, LLC	11/9/2017	20171109AFTSE	Payroll accrual	0	\$ 1,518.74
	Educator Benefit Consultants, LLC	11/9/2017	20171109AFTSE	Payroll accrual	0	\$ 46.16
	Educator Benefit Consultants, LLC	11/9/2017	20171109AFTSF	Payroll accrual	0	\$ 645.53
	Educator Benefit Consultants, LLC	11/9/2017	20171109AFTSF	Payroll accrual	0	\$ 0.75
	Educator Benefit Consultants, LLC	11/9/2017	20171109AFTSG	Payroll accrual	0	\$ 65.39
	Educator Benefit Consultants, LLC	11/9/2017	20171109AFTSM	Payroll accrual	0	\$ 225.52
	Educator Benefit Consultants, LLC	11/9/2017	20171109AFTSS	Payroll accrual	0	\$ 46.16
	Educator Benefit Consultants, LLC	11/9/2017	20171109AFTS\	Payroll accrual	0	\$ 1,510.30
	Educator Benefit Consultants, LLC	11/9/2017	20171109AFTS\	Payroll accrual	0	\$ 39.42
201700292	ING	11/9/2017	20171109ADG-4	Payroll accrual	0	\$ 9.79
	ING	11/9/2017	20171109ADG-4	Payroll accrual	0	\$ 21.79
	ING	11/9/2017	20171109AFDEF	Payroll accrual	0	\$ 9.79
	ING	11/9/2017	20171109AFDEF	Payroll accrual	0	\$ 21.79
	ING	11/9/2017	20171109AFHC	Payroll accrual	0	\$ 2,654.13
	ING	11/9/2017	20171109AFHC	Payroll accrual	0	\$ 6.92
201700293	Internal Revenue Service	11/9/2017	20171109ADFIC	Payroll accrual	0	\$ 17,676.07
	Internal Revenue Service	11/9/2017	20171109ADFIC	Payroll accrual	0	\$ 695.34
	Internal Revenue Service	11/9/2017	20171109ADFIC	Payroll accrual	0	\$ 496.26
	Internal Revenue Service	11/9/2017	20171109ADFT	Payroll accrual	0	\$ 105.00
	Internal Revenue Service	11/9/2017	20171109ADFT	Payroll accrual	0	\$ 15.00
	Internal Revenue Service	11/9/2017	20171109ADFT	Payroll accrual	0	\$ 20.00
	Internal Revenue Service	11/9/2017	20171109ADFTI	Payroll accrual	0	\$ 12.00
	Internal Revenue Service	11/9/2017	20171109ADFT	Payroll accrual	0	\$ 26,749.31
	Internal Revenue Service	11/9/2017	20171109ADFT	Payroll accrual	0	\$ 995.50
	Internal Revenue Service	11/9/2017	20171109ADFT	Payroll accrual	0	\$ 459.59
	Internal Revenue Service	11/9/2017	20171109ADMIC	Payroll accrual	0	\$ 4,133.93
	Internal Revenue Service	11/9/2017	20171109ADMIC	Payroll accrual	0	\$ 162.59

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November 20, 2017

Payable Summary

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	Internal Revenue Service	11/9/2017	20171109ADM	Payroll accrual	0	\$ 116.05
201700293	Internal Revenue Service	11/9/2017	20171109AFFIC	Payroll accrual	0	\$ 17,676.07
	Internal Revenue Service	11/9/2017	20171109AFFIC	Payroll accrual	0	\$ 695.34
	Internal Revenue Service	11/9/2017	20171109AFFIC	Payroll accrual	0	\$ 496.26
	Internal Revenue Service	11/9/2017	20171109AFMD	Payroll accrual	0	\$ 4,133.93
	Internal Revenue Service	11/9/2017	20171109AFMD	Payroll accrual	0	\$ 162.59
	Internal Revenue Service	11/9/2017	20171109AFMD	Payroll accrual	0	\$ 116.05
201700294	MINNESOTA REVENUE	11/9/2017	20171109ADSIT	Payroll accrual	0	\$ 24.00
	MINNESOTA REVENUE	11/9/2017	20171109ADSIT	Payroll accrual	0	\$ 6.00
	MINNESOTA REVENUE	11/9/2017	20171109ADSIT	Payroll accrual	0	\$ 20.00
	MINNESOTA REVENUE	11/9/2017	20171109ADSIT	Payroll accrual	0	\$ 10,984.11
	MINNESOTA REVENUE	11/9/2017	20171109ADSIT	Payroll accrual	0	\$ 420.34
	MINNESOTA REVENUE	11/9/2017	20171109ADSIT	Payroll accrual	0	\$ 218.32
	MINNESOTA REVENUE	11/9/2017	20171109ADSIT	Payroll accrual	0	\$ 129.04
201700295	Minnesota Revenue	11/9/2017	20171109ADGA	Payroll accrual	0	\$ 309.51
201700296	MN Teachers Retirement Associator	11/9/2017	20171109ADTR	Payroll accrual	0	\$ 14,055.26
	MN Teachers Retirement Associator	11/9/2017	20171109ADTR	Payroll accrual	0	\$ 596.34
	MN Teachers Retirement Associator	11/9/2017	20171109AFTR	Payroll accrual	0	\$ 14,055.26
	MN Teachers Retirement Associator	11/9/2017	20171109AFTR	Payroll accrual	0	\$ 596.34
201700297	Public Employees Retirement Associ	11/9/2017	20171109ADPEI	Payroll accrual	0	\$ 5,921.94
	Public Employees Retirement Associ	11/9/2017	20171109ADPEI	Payroll accrual	0	\$ 210.69
	Public Employees Retirement Associ	11/9/2017	20171109ADPEI	Payroll accrual	0	\$ 527.19
	Public Employees Retirement Associ	11/9/2017	20171109AFPEF	Payroll accrual	0	\$ 6,832.97
	Public Employees Retirement Associ	11/9/2017	20171109AFPEF	Payroll accrual	0	\$ 243.09
	Public Employees Retirement Associ	11/9/2017	20171109AFPEF	Payroll accrual	0	\$ 608.28
201700298	Public Employees Retirement-DCP	11/9/2017	20171109ADDC	Payroll accrual	0	\$ 24.60
	Public Employees Retirement-DCP	11/9/2017	20171109AFDCI	Payroll accrual	0	\$ 24.60
	BMO			Credit Card Transactions (See attached report)		\$ 23,804.43
TOTAL						\$ 1,152,409.04

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AGREEMENT FOR CONTRACTING ATHLETIC DIRECTOR SERVICES:

The Recreation Commission agrees to contract with ISD 361 to provide Athletic Director Duties. The Recreation Commission will annually negotiate with ISD 361 to provide this contracted service. Recreation Commission or ISD 361 may opt out of this arrangement by giving the other party 90 days notice.

Athletic Director Responsibilities are all duties associated with coordinating and administering all current ISD 361 high school activities. ISD 361 will employ secretarial support to be available to the Recreation Director for the majority of the day for the months of August through June.

Recreation Director will be under the supervision of high school principal when administering high school activities.

Fiscal responsibility for this section of the agreement is as follows:

- 1) ISD 361 will pay \$73.00 each night there are ISD 361 varsity activities for site director duties for that evening. Site director coordinates duties that are associated with successfully running varsity and junior varsity events for that evening.
- 2) ISD 361 will pay all hired positions for varsity and junior varsity activities as directed in Local 331 contract (examples: announcer, line judge, scorer, usher, etc)
- 3) ISD 361 will employ a secretary that devotes the majority of their time to assist the Athletic Director/Recreation Director with secretarial duties. Principal is immediate supervisor of this position, but Recreation Director will guide the secretary with respect to daily duties.
- 4) ISD 361 will compensate the Recreation Commission \$ 18,549.47 in 2017-18, for contracting Athletic Director services from the Recreation Commission.

This agreement is effective 7-1-17/6-30-18

Recreation Department:

ISD 361

Chair

Chair

Vice Chair

Clerk



Independent School District #361

1515 - 11th Street International Falls, MN 56649-2501 www.isd361.k12.mn.us

BOARD OF EDUCATION Michael Holden, Chairperson • Michelle Hebner, Vice-Chairperson
Heather McBride, Treasurer • Toni Korpi, Clerk • Roxanne Skogstad-Ditsch, Director • Terrance Murray, Director • Teddy Saxton, Director

To: Dr. Roxanne Kelly

From: Kevin Grover

Re: Facility Maintenance Agreement

Date: 11-1-17

Rainy River Community College (RRCC) uses Sheela Field for college baseball. There has been a rental fee for the baseball field, but no ongoing charge for making facility improvements.

The annual maintenance fee for the baseball field will be \$1,300 and the annual rental fee will be \$1,200. This brings the annual total fees for use of the baseball field to \$2,500. All fees are due by June 30th for the previous school year. ISD 361 will invoice RRCC for payment.

This agreement does not give RRCC any managerial rights and scheduling/use of the facilities would continue through FHS Athletic Director. The agreement is not based on a specific number of practices or events in a year, but based on typical usage. An early spring or late spring would not change the amount of this agreement. This agreement is in effect for the 2017 – 2018 school year.

Signature below signifies acknowledgement of agreement. The agreement will be in place until a modified arrangement is in place or either party gives 30 days written notice to dissolve agreement.

_____ Superintendent, ISD 361	_____ Date	_____ Provost, RRCC	_____ Date
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Information:

Kevin Grover, Superintendent	1515 - 11 th Street	V (218) 283-2571 x112	F (218) 283-8104	kgrover@isd361.k12.mn.us
Timothy Everson, FHS Principal	1515 - 11 th Street	V (218) 283-2571 x104	F (218) 283-2384	teverson@isd361.k12.mn.us
Marc Glowack, FHS Dean of Students	1515 - 11 th Street	V (218) 283-2571 x110	F (218) 283-2384	mglowack@isd361.k12.mn.us
Melissa Tate, FES Principal	1414 - 15 th Avenue	V (218) 283-2571 x232	F (218) 283-3133	mtate@isd361.k12.mn.us
William Mason, Activities Director	1515 - 11 th Street	V (218) 283-2571 x138	F (218) 283-2384	bmason@isd361.k12.mn.us

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
PCA International Falls Mill	ISD #361 General Education	\$ 750.00
McDonalds McTeacher Night	To FES	\$ 400.00
Falls Education Foundation	To FHS	\$ 7,411.60
Falls Education Foundation	To FES	\$ 9,286.38
The Harder Family	Lepper	\$ 40.00
Purple Pride	For FHS Pool Swim Clock	\$ 571.00

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.

AGREEMENT FOR CONDITIONS OF EMPLOYMENT
2017 - 2019

INDEPENDENT SCHOOL DISTRICT NO. 361
INTERNATIONAL FALLS, MINNESOTA

AND

AMERICAN FEDERATION OF STATE, COUNTY & MUNICIPAL EMPLOYEES
LOCAL #510

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AGREEMENT BETWEEN:

THE SCHOOL BOARD OF INDEPENDENT SCHOOL
DISTRICT NO. 361,

hereinafter referred to as the School Board,

AND:

AMERICAN FEDERATION OF STATE, COUNTY,
AND MUNICIPAL EMPLOYEES, LOCAL #510

hereinafter referred to as the Union

ARTICLE 1 - PURPOSE

Section A - It is the purpose of this agreement entered into between the School Board and the Union, pursuant to and in compliance with the Public Employment Labor Relations Act to set forth the working conditions of the employees.

Section B - The provisions of this agreement constitute the sole procedure for the processing and settlement of any claim by an employee or the Union of a violation by the School Board of this agreement.

ARTICLE 2 - RECOGNITION

Section A - The School Board hereby recognizes American Federation of State, County and Municipal Employees, Local #510 as the Exclusive Representative (Union) for the following full-time and part-time employees: secretaries, janitors, fireman, mechanic, **transportation coordinator**, and cooks; excluding accountant, bookkeepers, superintendent's secretaries, crossing guards, transportation director, maintenance director, food service director, noon supervision employees, and all other employees as certified by the Minnesota State Labor Conciliator on August 2, 1968.

Section B - The Union shall represent all such employees of the School Board contained in the appropriate unit as defined in Article II, Section A and who meet the mandatory employment levels of at least 14 hours per week or 35 percent of the normal workweek in the employees bargaining unit, employees who hold positions of a temporary or seasonal character for a period in excess of 67 working days in any calendar year, and part time employees working at least 100 days if they are under the age of 22 and full-time students. The School Board shall not enter into any agreement with the employees under the jurisdiction of this agreement, either individually or collectively, which in any way conflicts with the terms or conditions of this agreement.

ARTICLE 3 - DEFINITION OF TERMS

Section A - Employee - Any person employed by the School Board and under the jurisdiction of the Union.

Section B - Full-Time Employee - Any employee who regularly works eight (8) hours per day and/or forty (40) hours per week, with annual service year of 2080 hours. Secretaries and head cooks hired prior to July 1, 2010 or those employees hired prior to July 1, 2010 and promoted to a head cook position are considered full-time for the purposes of receiving paid holidays, paid vacation, and benefits.

Section C - Part-Time Employee - Any employee who regularly works less than eight (8) hours per day and/or forty (40) hours per week but at least fourteen (14) hours per week, with part-time FTE calculated on service year base of 2,080 hours.

Section D – Full Time Equivalency (FTE) – Ratio of full-time to part time used to calculate benefits. Calculation is # daily hours regularly assigned times the # days regularly assigned divided by 2080 hours. Assigned days for foodservice personnel will be student contact days (**currently 174**) as **annually approved by the school board along with any days before school is in session, after school is out of session, or in-service days as assigned by administration.** ~~as listed in the 2011-12 school calendar approved by the School Board.~~ FTE is exclusive of any overtime hours but does include paid holiday and/or vacation hours. Daily FTE is ratio of hours assigned in a typical day divided by 8.

Section E - Seniority Date - The first day of uninterrupted service as either part-time or full-time employee, as defined in Section B and Section C of this article, in a position represented by the Union. Service for an employee on leave, thus substitute service, shall not be recognized as service for the purpose of establishing seniority or for the purpose of probationary service as probationary period is defined in this contract.

Section F – Anniversary Date The date that the employee started to accumulate vacation benefits under this contract.

ARTICLE 4 - RIGHTS AND RESPONSIBILITIES OF PARTIES

Section A - 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 B - 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. The exclusive representative also recognizes the School Board's responsibility to provide facilities for the education of the students of the School District.

Section C - Effect of Laws, Rules and Regulations: The exclusive representative recognizes that all employees 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 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 and directives and orders are not inconsistent with the terms of this Agreement.

Section D - 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 E - All grievances by employees shall be processed in accordance with the grievance procedure in this agreement.

Section F - Dues Check Off - Upon receipt of a properly executed authorization card from the employee, the School Board will deduct from the employee's paycheck the dues and other deductions that the employee has agreed to contribute to the Union during the period provided in said authorization. **All employees in this bargaining unit who are not members of the Union shall be required to contribute through payroll deduction to a maintenance of service fee per month as determined by the Union in accordance with Minnesota Public Employment Relations Act, as amended.**

~~Contributions~~ **Membership** may be terminated by the employee by giving thirty (30) days written notice to the **District Payroll Clerk** ~~School Board's business office.~~

Contributions shall be made the second pay period of each month and transmitted to the Union, together with a list of names of the employees from whom deductions were made.

ARTICLE 5 - RATES OF PAY

Section A - Rates of Pay -

Subd. 1: The wages and salaries reflected in Schedules A, and B attached hereto shall be a part of the Agreement for the period commencing July 1, 2017 to June 30, 2019.

Subd. 2: The administration and School Board shall make final determination as to what the employee's classification shall be.

Subd. 3: Employees will be paid a total of 26 pay periods on a bi-weekly basis with payroll to be made through direct deposit.

Section B - Bus Driver Salaries

Subd. 1: ~~Employees who operate school buses on regular runs to and from school shall be paid their regular rate of pay.~~ Employees who operate school buses shall have their rate of pay increased to the minimum bus driver rate of pay when working in said classification; but in the event said minimum wage rate is less than the employees regular rate of pay the employee shall be paid their regular rate of pay for bus driving duties.

Subd. 2: Employees who operate school buses on **planned out of town** extra-curricular trips ~~or who do not drive a regular to and from school bus route but do drive other bus routes during their shift~~ shall be paid ~~their regular rate of pay~~ **the At Will bus driver rate**

Subd. 3: Employees hired prior to July 1, 2007, in the following employee classifications: janitor, pool janitor, fireman, mechanic, **transportation coordinator** and who held a bus driving license prior to July 1, 2007, may elect not to drive regular to and from school runs if they give at least thirty days notification with notice to remain in effect until further notice by the employee. Employees in said classifications who hold a bus driving license as of July 1, 2007, must still maintain their license whether actively driving a regular to and from school run. All employees hired in said classifications after July 1, 2007 shall secure and maintain a bus driver's license and drive bus routes as directed by the district.

Maintenance Category Employees will acquire bus driving license within 110 days of being hired or this will be cause for dismissal. Employee will notify supervisor when written test is completed. Supervisor will arrange behind the wheel training following notification or completed written test. Hours required by the district for training and testing will be within reason.

Subd. 4: The Transportation Coordinator position shall be assigned primarily to the Bus Garage and will follow the Transportation Coordinator job description. The position will be included in the Maintenance Category and compensation shall be as per the Rates of Pay schedule. This position may be assigned dispatching duties which could include assigned overtime as part of the regular assignment. Said overtime is exclusive to this position. This position will have first priority to accept a bus route on an annual basis if need exists and schedule allows and would result in overtime for actual hours worked over eight in one day.

Section C - Overtime

Subd. 1: The work week for all full-time employees in this unit shall be forty (40) hours. Time in excess of forty hours in one week or eight (8) hours in one day will be paid at one and one-half (1 1/2) times the employee's hourly base rate of pay.

Subd. 2: Employees assigned for Sunday duty as part of their regularly assigned weekly shift shall be compensated at one and one-half times their regular hourly rate. Employee providing assigned service on Sundays where such service is in excess of the employee's 40-hour work week, or in excess of an 8-hour work day, shall be compensated at double time.

Subd. 3: Properly licensed firemen required to check buildings will be allowed one hour at the overtime pay rate if in excess of eight daily hours or 40 weekly hours unless more time is authorized by the administration.

Subd. 4: Employees will be paid a minimum of two (2) hours overtime for emergency call outs.

Subd. 5: The School District and 510 Employees may utilize compensatory time as per the F.L.S.A. All overtime assigned shall be approved by the administration and shall be paid in accord with this agreement. In those instances where compensatory time is approved in lieu of overtime payment, such compensatory time must be approved by the administration and be acceptable to the employee. All approved compensatory time shall not exceed 80 hours annually, and shall be taken with administration approval prior to August 15 of each contract year. Any unused compensatory time shall be paid as overtime at the pay rate in effect when overtime was served.

Subd. 6: Planned overtime shall be offered to the most senior available qualified **employee in the building in which overtime arises** whenever possible. In the event of an emergency the Supervisor is encouraged to call the most senior qualified employee, however may call whomever is available and qualified. This provision is not grievable. This subdivision will sunset June 30, 2019.

Subd. 7: Overtime will be paid bi-weekly.

Section D – Certification Pay

Subd. 1: Should any maintenance employee be required by the employer to be the Chief Engineer in charge of all aspects of the boilers within the district, he/she shall be paid an additional \$.50 per hour for normal scheduled hours (2080) during the period of which this responsibility is expected by management (district does not have a supervisor with appropriate boiler license to oversee duties).

ARTICLE 6 - HOLIDAYS

Section A - All full-time employees shall receive the following paid holidays: New Year's Day; President's Day; Good Friday; Memorial Day; July 3; July 4; Labor Day; Thanksgiving Day; **Friday after Thanksgiving**; Christmas Day; and two (2) floating holidays to be taken with administrative approval, after one week's advanced notice. Effective July 1, 2013 payment of the July 3 and July 4 holiday shall be excluded for those employees who are not scheduled to work the full month of July.

Section B - Employees who are required to work on any of the above holidays shall receive two (2) times their hourly rate of pay for all hours actually worked in addition to their holiday pay.

Section C - When a holiday falls on a Saturday, it shall be observed on the preceding Friday, and when a holiday falls on a Sunday, it shall be observed on the following Monday. If July 3, July 4, or both fall on a weekend, the holiday shall be observed in conjunction with that weekend but as set by the Superintendent of Schools.

ARTICLE 7 - VACATIONS

Section A - Full-time Employees- This section provides for vacation benefits for all full-time employees.

Subd. 1: Full-time, twelve (12) month employees shall be entitled to the following vacation benefits per year with pay:

- a. 80 hours vacation after one year of full-time service.
- b. 120 hours vacation after seven years of full-time service.
- c. 160 hours vacation after thirteen years of full-time service.
- d. 200 hours vacation after eighteen years of full-time service.
- e. 240 hours vacation after twenty-five years of full-time service.

Employees covered under this section shall not receive vacation benefits until they have completed one full year of employment with the District.

Subd. 2: All employees hired prior to July 1, 2010 who are full-time or subsequently promoted to full-time and who work 1733.3 hours or more but less than 2080 hours and full time cooks shall have vacation prorated. Proration for current employees hired prior to July 1, 2010 shall be rounded up to the nearest half day prior to conversion to hours. ~~Only employees hired prior to July 1, 2010 who meet the definition of full-time, i.e. any employee who regularly works eight (8) hours per day and/or forty (40) hours per week shall be eligible for prorated vacation benefits.~~

Subd. 3: Any employee less than 1.0 FTE hired after July 1, 2010 shall not be eligible for vacation benefits under Article 7, Section A, Subd 1 or 2 but receive benefits pursuant to Article 10, Section F, Other Leave.

Section B - Vacations cannot be accumulated and must be taken before the next anniversary date. However, exceptions might be made by request of the administration. Employees working less than 2080 hours and are eligible for vacation shall have unused vacation time paid off prior to the employee's anniversary date.

Section C - Full-time employees will arrange their vacation schedule through their supervisor. Application for vacation approval shall be submitted in ~~the computer system~~ writing five (5) days prior to the vacation date. Vacation change may be granted with less than five days notice if agreed to by the employee's supervisor. Vacation pay on a non-student day for those employees who work less than 2080 hours will be allowed; however, the FTE assignment as of July 1 of each year will not be altered

due to the use of vacation on a non-student day. This provision applies solely to employees Debbie Mitchell, Lori Jorgenson and Josie Toninato).

Vacation records shall be kept in ~~the district Business Office~~ **by the district electronically.**

Section D - Seniority shall govern whenever possible, in the choice of vacations but vacations must not be permitted to interfere with the efficient and continuous operation of the School District.

ARTICLE 8 - GROUP INSURANCE

Section A - Health and Hospitalization Insurance

Subd. 1: Single Coverage: The School Board ~~will~~ **shall** contribute a maximum sum of ~~\$497.92 per month effective September 1, 2015 through December 31, 2015 and \$524~~ **per month for 2017 – 2018 and 2018 – 2019** beginning ~~January 1, 2016~~ toward the premium cost for individual coverage for each full-time employee who qualifies for and is enrolled in the School District Group Health and Hospitalization plan. Any additional cost of the premium shall be borne by the employee and paid by payroll deduction.

Subd. 2: Family Coverage: The School Board shall contribute a maximum ~~sum of \$1,232.62 per month effective September 1, 2015 through December 31, 2015 and \$1276~~ **per month for 2017 – 2018 and 2018 – 2019** beginning ~~January 1, 2016~~ toward the premium cost for family coverage for each full-time employee who qualifies for and is enrolled in the School District Group Health and Hospitalization plan and who qualifies for family coverage. Any additional cost of the premium shall be borne by the employee and paid by payroll deduction

Subd. 3: Prorated Benefits: (Employees hired prior to July 1, 2010) All health insurance benefits shall be prorated for those full time employees working less than 2080 hours in a year. If the assigned duty is 1733.3 hours or more, employee would receive twelve (12) months of district paid health contribution.

Subd. 4: Prorated Benefits: Employees hired at less than 1.0 FTE after July 1, 2010 and working a minimum of 1456 hours in a contract year would receive pro-rated health benefits pursuant to their FTE.

Subd. 5: Employees hired at less than 1.0 fte, and working a minimum of thirty (30) hours per week but not qualifying for insurance in the above subdivisions will receive \$415.83 per month towards the premium cost for individual or family coverage in the School District Group Health and Hospitalization plan.

Subd. 6: The District's only obligation is to purchase an insurance policy and pay such amounts as agreed to in this Agreement, and no claim shall be made against the District as a result of denial of insurance benefits by an insurance carrier.

Subd. 7: Employee 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 coverage, the employee or dependent spouse shall be able to continue in the District's medical insurance program, at their own expense, as such as continued participation is allowed under law and State and Federal Rule.

Section B - Dental Insurance - Employees hired after July 1, 2010 and assigned a minimum of 1456 hours in a contract year will qualify for benefits under this section. Employee's annual FTE will be applied against the following contribution caps in determination of benefit amount.

Subd. 1: Single Coverage: The School Board shall contribute up to the sum of \$19.79 per month ~~effective September 1, 2015~~ toward the premium for individual coverage for all full-time employees who qualify for and are enrolled in the School District group dental plan. Any additional cost of the premium shall be borne by the employee and paid by payroll deduction.

Subd. 2 : Family Coverage: The School Board shall contribute up to \$49.40 per month ~~effective September 1, 2015~~, toward the premium for family coverage for all full-time employees who qualify for and are enrolled in the School District group dental plan and who qualify for family coverage. Any additional cost of the premium shall be borne by the employee and 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. ~~All employees who seek to qualify for family dental coverage shall provide the School District with an affidavit certifying that the employee has a dependent spouse or dependent children or both. The form of this affidavit shall be provided by the School District and it must be returned prior to consideration for family coverage each year.~~

Subd. 3: Prorated Benefits: All dental insurance benefits for employees hired prior to July 1, 2010 shall be prorated for those full-time employees working less than ten (10) consecutive months in a year.

Section C – Flex Benefits - All employees shall have the right to participate in the District's 125 flexible benefit plan with no district contribution.

Section D - Term Insurance - The School Board shall pay the total cost of \$50,000 group term life insurance for all full-time employees. The School Board shall pay the total cost of \$25,000 group term life insurance for all part-time employees. Additional insurance may be purchased at the employee's own expense as stipulated in the insurance policy. Per Madison National Life (National Insurance Services) the amount of Basic and Optional Life Insurance reduces to 65% of state coverage upon attainment of age 70, reduces to 40% of state coverage upon attainment of age 75 and reduces to 25% of stated coverage upon attainment of age 80 and terminates upon retirement.

Section E - Duration of Insurance Contribution – ~~A full-time~~ An employee is eligible for School Board contributions as provided in this Article as long as the ~~full-time~~ employee is employed by the School Board. Upon termination of employment, all School Board participation and contributions shall cease effective on the last working day.

ARTICLE 9 – POST-EMPLOYMENT COMPENSATION

Section A – Plan Eligibility

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.

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 720 hours of the employee's accumulated sick leave. Those employees severing service with the accrued maximum of 1440 hours sick leave shall receive an additional 80 hours value contributed to his/her HCSP account. ~~In the last year of their employment an employee shall be allowed to transfer up to 120 hours from their catastrophic account into the regular sick leave account for purposes of restoring the 1440 hour maximum for HCSP contribution.~~

B. Time of Contribution: One lump-sum payment of 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.

C. Death of Qualifying Employee:

1. Employee qualified, but had not severed service: One lump-sum payment of the calculated value will 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: Remaining amount owed to employee would be paid in a lump sum to employee's estate.

ARTICLE 10 - LEAVES OF ABSENCE

Section A - Sick Leave - All full-time, 2080 hour employees shall receive 120 hours sick leave annually accumulative to 1440 hours.

All employees excluded by Section A and covered by this agreement shall receive sick leave annually at a rate of 120 hours times their annual FTE rounded to the nearest half hour. Sick leave is accumulative to 1440 total hours.

Subd. 1: Sick leave shall be allowed by the School Board whenever an employee's absence is found to have been due to illness of the member, dependent minor child, adult child, spouse, sibling, parent, grandparent, or stepparent, and which prevents his/her attendance and performance of duties on that day or days with a limit of 160 hours in any 12 month period for all except the member, spouse, and dependent minor child.

Subd. 2: Unused sick leave hours may accumulate to a maximum credit of 1440 hours. When his/her sick leave account is at its maximum, any additional sick leave hours earned will accrue in a separate individual catastrophe account. The hours in the catastrophe sick leave account may be used only if the following criteria are met.

A. A health catastrophe(s) must have caused an extreme depletion of accrued sick leave hours in accordance with the following:

1. A health catastrophe is defined as being any illness or injury resulting in loss of accrued sick leave in excess of 640 sick leave hours during any 365 day period. An illness cannot be considered a catastrophe until the employee has accumulated an unused balance in his sick leave account of 1440 hours.

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 at the time of retirement and only if the employee had a catastrophic illness. The maximum number of catastrophe hours that can accumulate is 800 hours. Accumulation of catastrophe sick leave shall start July 1, 1989.

4. The maximum number of combined catastrophe and sick leave hours which can accumulate for purposes of the Health Care Savings Plan contribution cannot exceed 1440 hours.

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 hours will be credited to the regular sick leave account first. Any hours remaining shall be credited to catastrophic sick leave in accord with Subd. 2, of this section.

Subd. 3: 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.

Subd. 4: In the event that a medical certificate will be required, the employee will be so advised.

Subd. 5: Sick leave allowed shall be deducted from the accrued sick leave hours earned by the employee.

Subd. 6: Sick leave pay shall be approved only upon electronic submission of a request on the district Skyward Employee Access system or the district paper form if requested by supervisor. Sick leave pay on a non-student day for those employees who work less than 2080 hours will be allowed if the following conditions are met:

- A. Employee was scheduled to work that day
- B. Medical appointment was scheduled prior to being declared a non-student day.

Subd. 7: During the last year of employment, employee may accumulate up to 1560 hours of sick leave of which only 1440 hours may be retained for purposes of Article 9, Section A, Subd. 1.

Section B - Worker's Compensation:

Subd. 1: If an employee of the School Board receives a compensable injury and has accrued benefits under either sick leave or vacation plan, the School Board shall pay the difference between the compensation received by the employee and his/her regular monthly pay rate, same to be deducted first from the said accrued sick leave benefits or upon exhaustion of sick leave, accrued vacation benefits; the School Board will provide for the payments described in this section during the periods of disability. It is understood that the additional payments made to the employee over and above that paid by the Worker's Compensation shall not exceed the amount of credits which an employee is entitled to from such accrued sick leave and vacation benefits.

A deduction shall be made first from the employee's accumulated sick leave and second from vacation accrual time for time lost due to injury under Worker's Compensation.

Section C - Other Emergency Leave

Subd. 1: All employees shall be allowed for death or critical illness in the immediate family of the employee or the employee's spouse (father, mother, sister, brother, son, daughter, grandparents and grandchildren), a leave of absence with pay of five (5) assigned shifts per year when travel is required and three (3) assigned shifts per year without travel, not cumulative. This leave is to be deducted from sick leave. Leave in case of any relatives not listed will be judged by the Superintendent on the merits of each individual case. Repetition of leave for illness or death in a family in the same year must be approved by the Superintendent. Emergency leave is only for that period of time that an emergency exists. Employees are expected to return to work once the emergency passes. Critical illness is defined as meeting any one of the following criteria:

1. The family member is listed by a hospital in critical condition

2. The family member is in the hospital and in intensive care
3. The family member is to be administered a general anesthetic for inpatient or outpatient surgery
4. The family member is hospitalized due to an emergency accident or illness and the condition of the family member is not known immediately
5. The Superintendent of Schools may make other approvals based upon special circumstances
6. Employee may appeal Superintendent's decision to the School Board.

Section D - Jury Duty - Any employee 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/she would have earned during the period that he/she was on jury duty. Such payment will be made only upon presentation of a voucher to the school ~~accountant~~ payroll clerk showing jury fees received from the court. When an employee is required to perform jury duty only part of his/her regularly scheduled 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 employee will be required to furnish evidence of time spent on jury service.

Any employee who is required to be absent from work because of being subpoenaed, except as a hostile witness or an adversary of the School 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 employee's regular duties.

Section E – Professional Leave: Two paid days per year for each of three union officers or their designee will be allowed for professional, union leave.

Section F - Other Leave : Employees not qualifying for vacation in Article 7 will receive the following paid leave:

- 40 hours per year times daily fte – Starting year through year 6
- 60 hours per year times daily fte – Year 7 and beyond

Other leave will be awarded the first day of service of each contract year. In the event the employee's employment is severed with the district prior to completing the full contract year, that year's other leave would be prorated to the date of severance. Should an overpayment of other leave occur, the overpayment will be deducted from the employee's last payroll check.

In the event an employee is hired mid-year whom qualifies for other leave, employee would be awarded pro-rated other leave on first day of service for that contract year.

Employee may carryover a maximum of 16 hours of other leave to be used the following year.

The employee's daily fte will be based on their regular school year assignment defined as the period of August 15th through June 15th of each year. Additional leave will be given for any summer hours assigned from June 16th through August 14th. Calculation of additional leave will be as follows:
 $\text{Summer hours} / 2080 = \text{___ fte} \times 40 \text{ or } 60 \text{ hours per above schedule.}$

Section G —FMLA - All leaves under this article qualifying for Family Medical Leave, under state and federal Family Medical Leave Act (FMLA) statute and rule will be considered to run concurrently with FMLA eligible leave, with the exception that the first three days of an employee's absence due to

illness, accident or injury will not initiate FMLA; concurrent FMLA leave would begin on the fourth day of such an event.

Section H – Leaves without Pay: Leaves without pay shall be considered only if such leave meets the definition of paid leaves as defined by this article and the employee has exhausted all leave of absence relative to the request.

Section I – Extended Personal Leave: An employee with a minimum of three (3) years of experience with the District shall be eligible for a one year leave of absence without pay or benefits. The employee may apply in writing to the School Board no later than August 1 of the upcoming school year and must notify the district in writing of their intent to return the following school year no later than February 1 of the year of the leave. The employee is guaranteed their former position assuming the exact position remains and if not, is guaranteed a position based on seniority. The request for extended personal leave may be denied if no qualified or required licensed replacement can be obtained. An employee shall not be eligible for such leave again for a period of three (3) more years.

ARTICLE 11 - HOURS OF SERVICE

Section A - Basic Work Week - A work week shall consist of forty (40) hours for full-time employees. A work day shall be eight (8) hours.

Section B - Part-time Employees - The School Board reserves the right to employ such personnel as it deems desirable or necessary on a part-time or casual basis.

Section C - Shifts and Starting Time - All employees will be assigned starting times and shifts as determined by the School Board. Employee work week shall be scheduled between 12:01 a.m. Monday and 11:59 p.m. Sunday. An employee will be given advance notice of five calendar days for a shift change unless it is for snowplowing or deemed an emergency by the supervisor. The five day shift change notice shall not apply to the part-time floater position. Any employee unable to report for his/her shift shall contact his/her immediate supervisor or leave a message on supervisor's school district voice mail prior to the beginning of the employee's scheduled shift.

Section D - School Closing - On days when school is closed due to emergency situations, all employees are to report for work unless it is announced on the local radio stations(s) or a phone message is transmitted by the District that they are not to report. Those who are not required to work may choose to be docked in pay, take vacation, or take a floating holiday. Those employees who are required to report for work are to receive a minimum of four hours of pay or up to the length of time of their shift, whichever is least. If an employee is required to report for work, he/she may work the entire shift. If any employee is required to report for work and cannot make it, then he/she must notify their supervisor as soon as possible.

ARTICLE 12 - PHYSICAL EXAMINATIONS

Section A - Chest x-rays, if required by the School Board, will be paid for by the School Board.

Section B - Annual physical examinations required of bus drivers shall be paid by the School Board. An employee who fails to pass his/her State required bus driver physical but who substantiates with a doctor's statement his/her capability to perform all other regular and normal work duties, shall not be terminated by the School Board due to failing the bus driver's physical examination.

ARTICLE 13 - SENIORITY

Section A - Employees under jurisdiction of the Union, as determined by the State Labor Conciliator, shall be covered herein and placed on the seniority list. The following categories shall have separate seniority lists: Facilities Personnel (janitors, certified pool janitor, fireman/mechanic, transportation coordinator); Food Service Personnel (head cook, assistant cook, cafeteria helper); Program Support Personnel (secretaries)

Section B - Seniority standing shall be granted to all employees. The standing is to be determined on the basis of total length of continuous service while under the jurisdiction of the Union. All new employees permanently hired by the School Board shall be on probation for a period of one hundred and twenty (120) working days and upon successful completion of such probationary period, then seniority will revert to the first day of their employment under the jurisdiction of the Union, **unless more than one employee is hired on the same date, then seniority shall be determined by order of hire as recorded in official board minutes.** During such one hundred and twenty (120) working days of employment, the employees may be discharged by the School Board without cause. Employees who are temporarily employed by the school administration without formal action of the School Board in a position to which no member has rights to and are in continuous service in a position under the jurisdiction of the Union in excess of one hundred twenty (120) working days, shall be placed on the seniority list and their seniority shall revert to their employment date.

~~In the event more than one employee is hired on the same date, seniority shall be determined by order of hire as recorded in official board minutes.~~

Section C - An employee shall lose his seniority standing upon voluntary resignation from employment or upon discharge. An employee's seniority shall not be terminated because of absence due to paid sick leave, authorized leave of absence either paid or unpaid, or temporary layoff exclusive of ULA.

Section D - In the event a general lay-off is contemplated, the School Board shall advise the employees and the Union, to discuss the problem with them before any action is taken.

Section E - Unrequested Leaves of Absence and Recall

Subd. 1 In the event of a layoff, employees shall be laid off according to seniority in the inverse order of hiring. Employees shall be recalled according to seniority in the inverse order of layoff.

Subd. 2 When placed on unrequested leave of absence the employee will file his/her name and address with the superintendent's office to which any notice of reinstatement or availability of positions shall be mailed. Notification of change in address will be the responsibility of the employee. Failure of a notice to reach the employee will not be the responsibility of the school district if any notice has been as provided herein.

Subd. 3 If a position covered by this agreement becomes available to a qualified employee on unrequested leave of absence, the school district shall by certified mail notify such employee. The employee will have fifteen (15) calendar days from the date of such notice to accept the notice of reemployment, and twenty-one (21) calendar days to report for work. Failure to reply or report for work as stipulated herein will constitute a waiver on the part of the employee. An employee may reject any offer of employment not equal to or greater than the level of employment of the employee at the time the employee was placed on unrequested leave, with such rejection not affecting the employee's right to recall. An employee refusing a recall offer that would be equal to or greater than the employee's pre-layoff status, within the timelines in this subdivision, shall forfeit all recall rights under terms of this section.

Subd. 4 Recall rights shall be for two years (24 calendar months) following date of placement on unrequested leave. Employees on ULA who have exhausted their recall rights, will have accrued sick leave and other accrued benefits restored if the employee is hired to fill a vacancy within one year of termination of recall rights.

Subd. 5 Any employee placed on unrequested leave of absence may accept employment outside the school district during the period of unrequested leave and still sustain recall rights under the terms of this agreement. Any temporary employment by the school district (less than 30 consecutive working days) during an employee's layoff period in a position less than the position formerly held by the employee and in the employee's same job classification shall be compensated in accord with wages specified in Schedules A , B and C of this agreement.

Subd. 6 Summer Workers: The district reserves the right to hire summer workers to aid in the process of keeping facilities clean, maintained and grounds manicured prior to recalling members from ULA as long as the classifications of janitor, pool janitor, fireman, transportation coordinator and mechanic are at the same level as they were on January 1 of the current school year. Summer workers will collaboratively work with union members to complete tasks that are typically completed during summer months. In the event that staff in said classifications are reduced between January 1 and the end of the current school year, summer help will not be allowed to be hired that summer unless members that were reduced are returned to whole.

Section F - The employer shall notify the employee no less than fourteen (14) days prior to any reductions or eliminations. In the case of a reduction of forces or the elimination of a position, a senior employee may exert his/her seniority preference over a junior employee first within the same seniority list and job category. If no position exists to remain whole within the employee's category, then the employee may exert his/her preference over a junior employee in any classification provided he/she has the necessary qualifications to perform the duties of the job involved to remain whole. The School Board and/or the appropriate supervisor shall make the determination as to whether or not the employee possesses the necessary qualifications.

Section G - Temporary vacancies will be filled by administration using union or nonunion members. In the event said vacancy has a higher rate of pay and administration fills with a union member not on ULA then the qualified employee filling such vacancy shall receive such higher rate of pay when such an appointment is made by the supervisor. Temporary vacancies known to be in excess of thirty (30) days shall be provided to the Union President for posting on designated Local 510 bulletin

boards. Temporary vacancies are defined to be positions where the employee assigned to the position is on leave of absence recognized by this agreement.

Section H - Notice of all vacancies and newly created positions shall be provided to the Union President for posting on designated Local 510 bulletin boards and the employees shall be given seven (7) days time in which to make application to fill the vacancy or new position. The senior employee making application shall be transferred to fill the vacancy or new position, provided he/she has the necessary qualifications to perform the duties of the job involved. The School Board and/or other appropriate supervisor shall make the determination as to whether or not an applicant possesses the necessary qualifications. In the event the Union does not concur in the determination, the applicant shall have the right of appeal through the normal grievance procedure. Newly created positions or vacancies are to be posted in the following manner: rate of pay and the classification.

Section I - Seniority lists shall be brought up to date on February 1 of each calendar year and provided to the Union President for posting on designated Local 510 bulletin boards. A copy of the seniority lists shall be sent by email to the Secretary and the President of the Union.

Section J - Part-time employees who have met the seniority qualifications as provided for in Section B, Seniority, shall not be required to file application for re-employment from year to year. All such employees shall attain seniority rights on the basis of accumulated hours worked. One month shall be equivalent to 173.3 hours and one year of seniority shall be equivalent to 2,080 hours. Employees who are on lay-off shall report to the school administration or business office each six (6) months of their availability for employment.

Section K - ~~Seniority for full-time and part-time cooks will be pursuant to the list certified by the Union as of May 15, 1989.~~ Seniority ranking of cooks will be accomplished by the date that the employee came under the jurisdiction of the Union regardless of hours worked.

Section L - All employees must serve a ninety (90) working day probationary period when changing job classifications. During the probationary period, the employee may choose to return to their previous position or the employee may be required to return to their previous position by administrative directive if their job performance was not satisfactory.

ARTICLE 14 - DEMOTIONS AND TRANSFERS

Section A - Demotions and transfers shall be made only for good and sufficient reason. The employees affected shall receive prior notice upon stated charges, in writing, of any such action.

Section B - Any full-time employee employed prior to July 1, 1981 and who has his/her position reduced from full-time to part-time shall retain fringe benefits but on a pro-rata basis.

ARTICLE 15 - SUSPENSION AND DISCHARGES

Section A - When there is a good and sufficient reason, and the employee has been temporarily suspended without pay, the employee shall be notified of the reasons of his/her suspension in writing at the time of suspension. If the employee feels he/she has been suspended without good reason, or that the period of the suspension is unwarranted, the employee shall have the right of appeal by invoking the normal grievance procedure within ten (10) days of the date of suspension. If it is determined that the suspension was made without good reason, the employee shall be reinstated immediately, and shall receive full pay for any time lost as a result of the suspension.

Section B - Discharge shall be made only for cause. An action to discharge an employee shall be taken by the School Board only after a hearing upon due notice, upon stated charges, in writing. The

statement of the charges and the notice of hearing shall be filed with the employee at least ten (10) days in advance of the hearing. The employee and his/her representative shall have the right to present witnesses, introduce evidence and to examine witnesses and evidence presented against him/her. The employee subject to discharge shall be suspended without pay until such time as the hearing's findings of fact and recommendations to the school board have been considered by the school board and the school board has taken its action. Should the school board, or a subsequent authority such as grievance arbitrator reinstate the employee, any lost wages shall be reinstated to the employee.

ARTICLE 16 - GRIEVANCE PROCEDURE

Section A - Definition of a Grievance - A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement.

Section B - Representative - The School Board will recognize representatives designated by the Union as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The Union shall notify the School Board in writing of the names of such Union representatives and of their successors when so designated.

Section C - Definitions

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

(2) Days: "Days" mean calendar days excluding Saturday, Sunday, and legal holidays as defined by Minnesota Statutes.

(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.

(4) Service: "Service" means personal service or by certified mail.

(5) Reduced to Writing: "Reduced to writing" means a concise statement outlining the nature of the grievance, the provision(s) of the contract in dispute, and the relief requested.

(6) Decision: "Decision" means a concise response outlining the employer's position on the grievance.

Section D - Time Limitation - Grievance shall not be valid for consideration unless the grievance is submitted in writing, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought, within twenty 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.

Section E - Processing a Grievance - The aggrieved employee and a Union representative shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the School Board during normal working hours.

Section F - Procedure

Step 1: Informal Discussion - The Supervisor shall meet and discuss the grievance with the grievant and the grievant's representative, within ten (10) days after the receipt of the grievance.

Step 2: In the event the grievance is not resolved in Step 1, the decision rendered may be appealed to the Superintendent, provided such appeal is made within ten (10) days after receipt of the decision in Step 1. If a grievance is properly appealed to the Superintendent, he/she shall set a time to hear the grievance within ten (10) days after the appeal is received. After the meeting the Superintendent shall issue his decision in writing within ten (10) days to the parties involved.

Step 3: In the event the grievance is not resolved in Step 2, the decision rendered may be appealed to the School Board Grievance Committee, provided such appeal is made within ten (10) days after receipt of decision in Step 2. If a grievance is properly appealed to the School Board Grievance Committee, they shall set a time to hear the grievance within thirty (30) days after the appeal is received. After the meeting, the School Board Grievance Committee shall issue their decision in writing within ten (10) days to the parties involved.

Step 3a: Upon completion of the previous procedure and prior to requesting arbitration, the Union or the School Board may request mediation of the grievance by the Bureau of Mediation Services. Such request must be made within ten (10) days following the decision in Step 3. ~~The time limit for requesting arbitration is tolled during mediation and if mediation does not resolve the grievance within thirty (30) days, arbitration may commence as hereafter provided in Step 4.~~ **The timeline for arbitration shall commence immediately after the scheduled mediation session is concluded if the mediation session does not resolve the grievance and no further mediation sessions are scheduled. If mediation is not scheduled within ninety (90) days following notification, either party may move forward with arbitration.**

Step 4: If the grievance remains unresolved, the Union may, within ten (10) days after the response of the School Board Grievance Committee, by written notice to the School Board, request arbitration of the grievance. The arbitration proceedings shall be conducted by an arbitrator to be selected by mutual agreement of the School Board and the Union. If the parties fail to mutually agree upon an arbitrator within seven (7) days, either party may request the Bureau of Mediation Services to submit a panel of five (5) arbitrators. Both the Employer and the Union shall have the right to strike two names from the panel. The party requesting arbitration shall strike the first name; and the other party shall then strike one name. The process will be repeated, and the remaining person shall be the arbitrator.

Section G - Arbitrator's Authority - 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.

The arbitrator shall have no right to amend, modify, nullify, ignore, add to or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted to him in writing by the employee and by the School Board at the arbitration hearing and shall have no authority to make a decision on any other issue not so submitted to him/her.

The arbitrator shall submit his/her decision in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension. Subject to the Uniform Arbitration Act, Minnesota Statutes 572.08 et seq., the decision shall be binding on both the School Board and the Union. It shall be based solely on the arbitrator's interpretation or application of the express terms of this Agreement and to the facts of the grievance presented.

Section H - The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the School Board and the Union, provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record.

Section I - Waiver - If a grievance is not presented within the time limits set forth above, it shall be considered "waived". If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the School Board's last answer. If the School Board does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the School Board and the Union.

ARTICLE 17 - DURATION

Section A - 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 at its expiration, it shall give written notice of such intent no later than sixty (60) days prior to said expiration. Unless otherwise mutually agreed, the parties shall not commence negotiations more than sixty (60) days prior to the expiration of this agreement.

Section B - Effect - This agreement constitutes the full and complete agreement between the School Board and the Union representing the employees. 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 C - Severability - The provisions of this agreement shall be severable and if any provision thereof of 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 or any provisions of this agreement or the application of any provision thereof.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT AS FOLLOWS:

For Local 510, A.F.S.C.M.E.

For Independent School District 361

President

Chairperson

Secretary

Clerk

Chief Negotiator

Chief Negotiator

Dated this ____ day of _____, 2016
INDEPENDENT SCHOOL DISTRICT NO. 361
INTERNATIONAL FALLS, MINNESOTA

Dated this ____ day of _____, 2016

SCHEDULE "A"
 HOURLY RATES OF PAY
 2017 - 18

	Maintenance Category					Office Category	Food Service Category		
	Janitor	Transportation Coordinator	Certified Pool Janitor	Fireman	Mechanic	Secretary	Head Cook	Assistant Cook	Cafeteria Helper
Year 1	19.05	19.55	19.35	19.3	23.87	19.05	17.25	14.39	12.45
Year 2	19.78	20.28	20.08	20.04	24.61	19.78	17.85	14.87	12.84
Year 3	20.7	21.2	21	20.94	25.51	20.7	18.54	15.38	13.31
Year 7	20.85	21.35	21.14	21.1	25.67	20.85	18.66	15.68	13.66
Year 11	21.01	21.51	21.3	21.28	25.85	21.01	18.81	16.11	14
Year 16	21.18	21.68	21.47	21.42	25.99	21.18	18.92	16.37	14.35
Year 21	21.31	21.81	21.61	21.6	26.17	21.31	19.06	16.62	14.57
Year 26	21.44	21.94	21.75	21.78	26.35	21.44	19.20	16.87	14.79

INDEPENDENT SCHOOL DISTRICT NO. 361
 INTERNATIONAL FALLS, MINNESOTA

SCHEDULE "B"
 RATES OF PAY
 2018 - 19

	Maintenance Category					Office Category	Food Service Category		
	Janitor	Transportation Coordinator	Certified Pool Janitor	Fireman	Mechanic	Secretary	Head Cook	Assistant Cook	Cafeteria Helper
Year 1	19.41	19.91	19.71	19.66	24.23	19.41	17.61	14.75	12.81
Year 2	20.14	20.64	20.44	20.4	24.97	20.14	18.21	15.23	13.2
Year 3	21.06	21.56	21.36	21.3	25.87	21.06	18.9	15.74	13.67
Year 7	21.21	21.71	21.5	21.46	26.03	21.21	19.02	16.04	14.02
Year 11	21.37	21.87	21.66	21.64	26.21	21.37	19.17	16.47	14.36
Year 16	21.54	22.04	21.83	21.78	26.35	21.54	19.28	16.73	14.71
Year 21	21.67	22.17	21.97	21.96	26.53	21.67	19.42	16.98	14.93
Year 26	21.8	22.3	22.11	22.14	26.71	21.8	19.56	17.23	15.15