

## Regular School Board Meeting

Tuesday, September 5, 2023 5:45 PM

917 Board Room, 130 145th Street East, Rosemount, MN 55068

### I. Call to Order - Chair Cindy Nordstrom

### II. Conduct Pledge of Allegiance - Chair Cindy Nordstrom *(This was conducted at the Board Work Session prior to this meeting.)*

### III. Visitors Opportunity to be Heard - Chair Cindy Nordstrom *(Collaboration)*

### IV. Review and Approve the Agenda - Chair Cindy Nordstrom

### V. Updates from Student Services - Dr. Melissa Schaller *(Communications)*

### VI. Consent Items - Chair Cindy Nordstrom *(Communications)*

#### VI.A.

- Minutes
- Personnel
- Donations

### VII. Executive Director of Business Services Reports - Nicolle Roush *(Stewardship)*

#### VII.A.

- Bills
- Wire Transfers
- Investment Reports - Monthly and Yearly

### VIII. Old Business

#### VIII.A. Approve Dr. Favor's Year End Evaluation Summary for 2022-2023 - Chair Cindy Nordstrom

### IX. New Business - Chair Cindy Nordstrom *(Collaboration)*

#### IX.A. Approve 2023-2024 Superintendent Goals and Rubric - Dr. Michael Favor

#### IX.B. Approve Memorandum of Understanding for Paraprofessionals Union - Melissa Schaller

### X. Policies - Supt. Dr. Michael Favor *(Integrity)*

- 806 Crisis Management Policy - first and final reading
- 601 School District Curriculum and Instruction Goals - first reading
- 603 Curriculum Development - first reading
- 616 School District System Accountability - first reading
- 620 Credit for Learning - first reading

### XI. Updates from Member Districts - All

### XII. Adjournment - Chair Cindy Nordstrom

**Executive Director of Student Services**  
**Board Update**  
**September 2023**

**Values**

**Collaboration:** Working together to achieve more collectively.

- New staff academy: On Tuesday, August 22nd and Wednesday, August 23rd we welcomed 18 new staff to Intermediate School District 917. They engaged in two days of training and preparation. Approximately 20 veteran staff members collaborated to provide professional development on resources and the specialized and innovative approaches we engage in at ISD 917. You can access many of the elements shared via the [New Staff Toolkit](#) that is part of the Instructional Resource Center.

**Empathy:** Considering and respecting the perspective and needs of member districts, students, families and staff.

- Member District Hub: We continue to make improvements to the member district hub. This is an important communication tool for our member districts. Two additions that are underway include a feedback tool for members to use to suggest improvements or to identify any perceived inaccuracies in the information provided. We are also adding a tool to provide an overall picture of our waitlist that I will share with the board when it is finalized. Currently there are 130 students on our waiting list for special education programs with the majority of those students referred to our SUN program

**Innovation:** Ongoing improvement of programs and services.

- Licensed staff event: During the afternoon on Monday, August 28th, all licensed staff gathered at Concord Education Center. Staff attended four different sessions. The session topics were multi-tiered systems of support, psychological safety, Story Circles, and a technology playground that included information on AI. Staff ended the day with an ice cream sundae bar. Jennifer Hetland provided the soft served ice cream machine while the teachers' union provided the supplies. It was a great way to kick off the school year.

**Stewardship:** Managing financial and human resources carefully and responsibly.

- Hiring: We are ready for the school year, albeit short staffed. We have fewer licensed staff for the 2023-2024 school year than we had for the 2022-2023 school year. Overall, we are beginning the year with 13 fewer licensed staff than we minimally planned for. In fact, if we were able to fill all licensed positions maximizing site capacity, we would need 25 licensed staff.

When reviewing information about licensed staff resignations, 61% of staff that left have taken positions with member districts, ISD 196, or other intermediate

districts. One staff took a position with St. Paul Public Schools and two staff members took positions outside of education.

**Communication:** Multi-dimensional, transparent conversation focused on sharing information and creating a positive learning and working environment.

- Tending. Nourishing. Harvesting.: Taylor Lovin and I presented the first of a three part series to licensed staff on Monday, August 28th. Focused on the theme for the school year, We Grow Together, the first part of the series highlighted psychological safety. A video titled [The Dumpster Fire and the Garden by Brad Montague](#) summarizes the message delivered. The next parts of the presentation, which will be delivered by supervisors later this year, center on purpose and control versus influence. You can explore the [entire presentation](#) here.

**Integrity:** Aligning our actions with our values and beliefs.

- Standard Response Protocol (SRP): During workshop week, all staff, including staff in our district office, had training in the Standard Response Protocol. You will see visuals like below at our sites when you are visiting that indicate what the terms mean that we are using to respond in crisis situations.



**Personalization:** Building on the strengths and addressing the unique needs of individual students.

- Vision ECC: This summer Sheri Frisque, one of ISD 917's amazing Teachers of the Blind/Visually Impaired, alongside intervener assistants Maren Aalgaard, KJ Bruels, and Dawn Savage organized and developed an amazing 2023

Expanded Core Curriculum (ECC) Camp. The 2023 ECC Camp is for middle school (6th-9th) students who are blind/visually impaired. ECC is used to define concepts and skills that often require specialized instruction with students who are Blind or Visually Impaired in order to compensate for decreased opportunities to learn incidentally by observing others. Students who are Blind/Visually Impaired are eligible for the program if they are projected to attend post-secondary education or enter competitive employment upon high school graduation and intend to live independently in the future.

This summer, ten students from Inver Grove Heights (199), South St. Paul (6), Hastings (200), Rosemount-Eagan-Apple Valley (196), and Intermediate School District 288 (ISD 288) had the opportunity to attend the Expanded Core Curriculum (ECC) Camp 2023 at Concord Education Center August 7th - 18th, 2023.

Students planned meals, shopped, and prepared their lunches and snacks. With the help of several community partners, the students visited Camp Butterscotch, a completely accessible farm, met ISD 917's Amanda Peters' therapy horse - Munchkin, completed a community service project at Neighborhood House, attended a White Glove Tour at Minneapolis Institute of Art (MIA), bowled at Drkula's, met with Metro Transit to receive an overview lesson of accessing public transportation, used audio description and closed captioning equipment at Inver Grove Heights's AMC 16, discussed Land Acknowledgement and the history of the Anishinaabe people, completed laundry for the DCTC Nursing program, and lessons in the care of textured hair.



**Equity:** Intentionally providing opportunities while removing barriers at all levels of the organization.

- Paraeducator Online: Recently testing using the ParaPro to meet highly qualified status for our paraprofessionals has increased in cost and become more complicated to schedule. As a result we have investigated the Paraeducator Online by Master Teacher and will be transitioning to this test immediately. While it requires individuals to take two tests, we anticipate it will take the same amount of time. Further, there are study modules that align to the test and participants can retake the test at no additional cost, multiple times. Additionally, this test is more than half the cost of the ParaPro.
- COVID-19 protocols: We have updated our protocols for COVID-19. They have been communicated to staff and families and they are posted on the district website. We also will be providing free COVID-19 tests this year. The first batch has been received and is in the process of being distributed.

**Diversity:** Appreciating and valuing everyone's unique selves.

- Gender inclusion training: As you may be aware, on Thursday, August 31st, we welcomed guest speaker, Dr. Todd Savage, to present on the topic of gender inclusion to all staff. This important training is a requirement of school board policy 560: Student Gender Inclusion.

## INTERMEDIATE SCHOOL DISTRICT 917

A School Board Meeting of the Intermediate School District 917 School Board was held on Tuesday, August 1, 2023, in the Board Room at Dakota County Technical College, immediately after the Organizational meeting.

**Members Present:** Tom Bennett, Lisa Ehleringer, Wendy Felton, David Anderson, Lesley Chester, Cindy Nordstrom, Byron Schwab. and ex-officio member Superintendent Dr. Michael Favor.

**Members Absent:** Lisa Hedin and Hannah Simmons.

**Also Present:** Melissa Schaller, Linda Berg, Nicolle Roush, Brooke Peterson, Kate Hulse, and Marci Levy-Maguire.

School Board Chair Cindy Nordstrom called the meeting to order at 4:00 PM.

There were no visitors to be heard.

1. Motion by Tom Bennett, seconded by Wendy Felton to approve the agenda.

Dr. Melissa Schaller reported on Student Services.

2. Motion by Byron Schwab, seconded by David Anderson, to approve the consent items, as presented. Voting aye: David Anderson, Tom Bennett, Lesley Chester, Lisa Ehleringer, Wendy Felton, Cindy Nordstrom, Byron Schwab. Voting naye: none. Motion carried.
  - **Minutes:** July 11, 2023, Regular School Board Meeting
  - **Personnel:** *New Hires:* Claire Keller, Licensed School Nurse, effective August 22, 2023 (Corrected). *Rehires:* Mallory Vaitkunas, Teacher, effective August 22, 2023. James Wilczyk, Teacher, effective August 22, 2023. *Change in Status:* Pearl Devenow, Teacher, from 0.80 FTE to 0.75 FTE for 2023-24, effective August 28, 2023. Amy Rensch, from Program Assistant to Teacher, effective August 22, 2023. *Leaves of absence:* Tara Brenner, Administrative Assistant, effective August 30, 2023, through December 6, 2023. *Resignations and terminations:* Jody Grote, Teacher, effective July 10, 2023. Steven Harrison, Classroom Assistant, effective July 17, 2023. Sophia Mai, Classroom Assistant, effective July 18, 2023.
3. Motion by Byron Schwab, seconded by Lesley Chester, to approve the bills from July 6, 2023 to July 27, 2023, investment report, and wire transfers as presented by the Executive Director of Business Services. Voting aye: Tom Bennett, Lisa Ehleringer, Wendy Felton, Lisa Hedin, David Anderson, Cindy Nordstrom, Byron Schwab. Voting naye: none. Motion carried.
4. Motion by Lisa Ehleringer, seconded by Cindy Nordstrom, to approve the School Resource Officer with Dakota County, as presented. Voting aye: David Anderson, Tom Bennett, Lesley Chester, Lisa Ehleringer, Wendy Felton, Cindy Nordstrom, Byron Schwab. Voting naye: none. (Addendum A.) Motion carried.
5. Motion by David Anderson, seconded by Lesley Chester, to approve the continuance with Kansas City Life Insurance for 917's life insurance provider, as presented. Voting aye: David Anderson, Tom Bennett, Lesley Chester, Lisa Ehleringer, Wendy Felton, Cindy Nordstrom, Byron Schwab. Voting naye: none. (Addendum B.) Motion carried.
6. Motion by Tom Bennett, seconded by Byron Schwab, to approve the request for Administrative Variance with the Board of School Administrators for AJ Boehmer, as presented. Voting aye: David Anderson, Tom Bennett, Lesley Chester, Lisa Ehleringer, Wendy Felton, Cindy Nordstrom, Byron Swab, Voting naye: none. (Addendum C.) Motion carried.

7. Motion by Lesley Chester, seconded by Lisa Ehleringer, to close the session to review Dr. Michael Favor's yearly review. Tom Bennett, Lisa Ehleringer, Wendy Felton, Lisa Hedin, David Anderson, Cindy Nordstrom, Byron Schwab. Voting naye: none. Motion carried.

Board went into closed session at 4:54 PM. Everyone in the room stated their name: Tom Bennett, Lisa Ehleringer, Wendy Felton, Lisa Hedin, David Anderson, Cindy Nordstrom, Byron Schwab, Dr. Michael Favor, Linda Berg.

8. Motion by Wendy Felton, seconded by Tom Bennett, to come out of closed session and back to regular session. Time was 5:14 PM. Everyone in the room stated their name: Tom Bennett, Lisa Ehleringer, Wendy Felton, Lisa Hedin, David Anderson, Cindy Nordstrom, Byron Schwab, Dr. Michael Favor, Linda Berg. Voting aye: All. Voting naye: none. Motion carried.

Board reconvened at 5:15 PM.

9. Motion by David Anderson, seconded by Lesley Chester, to go back into regular session. Voting aye: Tom Bennett, Lisa Ehleringer, Wendy Felton, Lisa Hedin, David Anderson, Cindy Nordstrom, Byron Schwab. Voting naye: none. Motion carried.
10. Motion by Byron Schwab, seconded by David Anderson, to adjourn the meeting. Voting aye: Tom Bennett, Lisa Ehleringer, Wendy Felton, Lisa Hedin, David Anderson, Cindy Nordstrom, Byron Schwab. Voting naye: none. Motion carried.

There being no further business the meeting adjourned at 5:20 PM.

The next regular School Board Meeting will be Tuesday, September 5, 2023, at 5:45 PM in the Board Room of Dakota County Technical College.

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Clerk

**SUMMARY OF PERSONNEL ITEMS RECOMMENDED  
FOR ACTION AT BOARD MEETING OF September 5, 2023**

**NEW HIRES:**

Nathalie Bohn, Classroom Assistant, effective August 30, 2023.

Francesca Collignon, Teacher, effective August 22, 2023.

Lisa Dahl, Classroom Assistant, effective August 30, 2023.

Erin Dahmen, Classroom Assistant, effective August 30, 2023.

Tremia Jack, Classroom Assistant, effective August 30, 2023.

David Jensen, Sign Language Interpreter, effective August 31, 2023.

Kaitlynn Johnson, Classroom Assistant, effective August 30, 2023.

Daniel Larkin, Technical Tutor, effective August 28, 2023.

Tianna Le Blanc, Classroom Assistant, effective August 30, 2023.

Megan Marlar, Teacher, effective August 22, 2023.

Kristin Messing, Classroom Assistant, effective August 30, 2023.

Hallie Misiaszek, Board Certified Behavioral Analyst, effective August 22, 2023.

Gabriel Murgo, Classroom Assistant, effective August 30, 2023.

Jocelyn Moura, Classroom Assistant, effective August 30, 2023.

Heather Murphy, Classroom Assistant, effective August 30, 2023.

Fardowsa Omar, Classroom Assistant, effective August 30, 2023.

Terrance Roberson, Classroom Assistant, effective August 30, 2023.

Ashley Schlegel, Classroom Assistant, effective August 30, 2023.

Chasity Smith, Classroom Assistant, effective August 30, 2023.

Corey Stocco, Board Certified Behavioral Analyst, effective August 22, 2023.

Sara Thomas, Classroom Assistant, effective August 30, 2023.

Elliot Vigue, Classroom Assistant, effective August 30, 2023.

Lauren Weeks, Classroom Assistant, effective September 5, 2023.

Willie Wilson, Classroom Assistant, effective August 30, 2023.

**RE-HIRES:**

Mollie Peltier, Classroom Assistant, effective August 30, 2023.

**CHANGE IN STATUS:**

Kaitlyn Weeks, Classroom Assistant to Teacher, effective August 22, 2023.

Taylor Oines, Classroom Assistant to Teacher, effective August 22, 2023.

**LEAVES OF ABSENCE:**

Dawn Keenan, Classroom Assistant, effective August 30, 2023 through March 17, 2024.

Susan Watson, Program Assistant, effective August 15, 2023, through September 29, 2023.

**RESIGNATION & TERMINATIONS:**

Barry Eden, Classroom Assistant, effective August 4, 2023.

Dustin Bethke, Classroom Assistant, effective August 21, 2023.

Tatiana Biles, Classroom Assistant, effective August 4, 2023.

Kristin Fink, Program Assistant, effective August 9, 2023.

Stefanie Goodling, Program Assistant, effective August 24, 2023.

Amy Haus, Program Assistant, effective August 15, 2023.

Ann Horrmann, Classroom Assistant, effective August 4, 2023.

Stephanie Huber, Classroom Assistant, effective August 14, 2023.

Megan Luscomb, Program Assistant, effective August 11, 2023.

Jamie Mahowald, Classroom Assistant, effective August 7, 2023.

Brittany Manton, Program Assistant, effective August 1, 2023.

Cameron Martin, Classroom Assistant, effective August 29, 2023.

Laura Miles, Classroom Assistant, effective August 15, 2023.

Brenda O’Nan, Classroom Assistant, effective August 14, 2023.

Ellismore Rogers, Classroom Assistant, effective August 14, 2023.

## **RETIREMENTS**

Carie Bauer, Health Associate, effective November 10, 2023.

Michelle Vincent, Intervener, effective August 7, 2023.

Holli Schmitt, Program Assistant, effective August 29, 2023.



## Intermediate School District 917

*Purposeful. Personalized. Partners.*

1300 145th Street East, Rosemount, MN

55068 (651) 423-8229 \*

<http://www.isd917.org>

August 12, 2023

Bruce Turnbaugh  
20024 Ideal Way  
Lakeville, MN 55044

Dear Mr. Turnbaugh,

Thank you for your check in the amount of \$100 to be used for the Staff Recognition Celebration here at 917. This event recognizes years of service in the district and retirees.

Your contribution is greatly appreciated! Thank you.

Sincerely,

Dr. Michael Favor  
Superintendent  
Intermediate School District 917

### ISD 917 Vision

Intermediate School District 917 models an innovative culture with diverse pathways serving students and families through equitable practices with highly trained staff.

### ISD 917 Core Values

Collaboration \* Empathy \* Innovation \* Stewardship \* Communication \* Integrity \* Personalization \* Equity \* Diversity

SOURCEWELL  
DATE: 08/30/2023  
TIME: 11:14:07

INTERMEDIATE SCHOOL DISTRICT 917  
CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 1  
ACCTPA21  
ACCOUNTING PERIOD: 2/24

SELECTION CRITERIA: chkstat.rundate between '20230728' and '20230830'

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1907452	08/02/2023	FTC	R	150.00	ACCOUNTS PAYABLE CHECK
1907453	08/02/2023	FTC	R	108.33	ACCOUNTS PAYABLE CHECK
1907454	08/02/2023	RIVERVIEW LAW OFFICE PLLC	R	239.44	ACCOUNTS PAYABLE CHECK
1907455	08/02/2023	WISCONSIN SCTF	R	845.39	ACCOUNTS PAYABLE CHECK
1907456	08/03/2023	BLUUM OF MINNESOTA, LLC	R	1456.00	ACCOUNTS PAYABLE CHECK
1907457	08/03/2023	BRIGHTWORKS	R	1200.00	ACCOUNTS PAYABLE CHECK
1907458	08/03/2023	CDWG	R	1441.53	ACCOUNTS PAYABLE CHECK
1907459	08/03/2023	DELL MKTG L.P., C/O DELL USA L.P.	V	0.00	VOID: MULTI STUB CHECK
1907460	08/03/2023	DELL MKTG L.P., C/O DELL USA L.P.	V	0.00	VOID: MULTI STUB CHECK
1907461	08/07/2023	DELL MKTG L.P., C/O DELL USA L.P.	V	-69862.74	VOID MANUAL CHECK
* 1907461	08/03/2023	DELL MKTG L.P., C/O DELL USA L.P.	R	69862.74	ACCOUNTS PAYABLE CHECK
1907462	08/03/2023	INSPIRE TO CREATE, LLC	R	213.38	ACCOUNTS PAYABLE CHECK
1907463	08/03/2023	FRONTIER COMMUNICATIONS	R	516.15	ACCOUNTS PAYABLE CHECK
1907464	08/03/2023	GENERATION GENIUS, INC	R	225.00	ACCOUNTS PAYABLE CHECK
1907465	08/03/2023	IND SCH DIST 191	R	27937.46	ACCOUNTS PAYABLE CHECK
1907466	08/03/2023	MARCO INC	R	124.71	ACCOUNTS PAYABLE CHECK
1907467	08/03/2023	MAXIM HEALTHCARE STAFFING	R	3310.00	ACCOUNTS PAYABLE CHECK
1907468	08/03/2023	MINNESOTA HUMANITIES CENTER	R	5563.00	ACCOUNTS PAYABLE CHECK
1907469	08/03/2023	NEWS-2-YOU INC	R	16219.65	ACCOUNTS PAYABLE CHECK
1907470	08/03/2023	OUTDOOR IMAGES, INC	R	9298.72	ACCOUNTS PAYABLE CHECK
1907471	08/03/2023	PROCARE THERAPY	R	4128.00	ACCOUNTS PAYABLE CHECK
1907472	08/03/2023	REPUBLIC SERVICES #923	R	387.34	ACCOUNTS PAYABLE CHECK
1907473	08/03/2023	SAM'S CLUB/SYNCHRONY BANK	R	760.19	ACCOUNTS PAYABLE CHECK
1907474	08/03/2023	MN STATE LBA SCSU BUSINESS OFFICE	R	1500.00	ACCOUNTS PAYABLE CHECK
1907475	08/03/2023	USI INSURANCE SERVICES, LLC	R	2100.00	ACCOUNTS PAYABLE CHECK
1907476	08/03/2023	VERIZON WIRELESS	R	1200.30	ACCOUNTS PAYABLE CHECK
1907477	08/03/2023	XCEL ENERGY	R	10953.65	ACCOUNTS PAYABLE CHECK
1907478	08/03/2023	BOARD OF SCHOOL ADMINISTRATORS	R	55.00	ACCOUNTS PAYABLE CHECK
1907479	08/10/2023	ALL IN ONE TRANSLATION AGENCY, LLC	R	270.00	ACCOUNTS PAYABLE CHECK
1907480	08/10/2023	BAKER TILLY MUNICIPAL ADVISORS. LLC	R	1500.00	ACCOUNTS PAYABLE CHECK
1907481	08/10/2023	DAKOTA COUNTY TECH COLLEGE	R	440930.20	ACCOUNTS PAYABLE CHECK
1907482	08/10/2023	IND SCH DIST 192	R	69274.79	ACCOUNTS PAYABLE CHECK
1907483	08/10/2023	IND SCH DIST 199	R	92914.84	ACCOUNTS PAYABLE CHECK
1907484	08/10/2023	IND SCH DIST 271	R	207185.31	ACCOUNTS PAYABLE CHECK
1907485	08/10/2023	MALLOY, MONTAGUE, KARNOWSKI, RADOSE	R	3500.00	ACCOUNTS PAYABLE CHECK
1907486	08/10/2023	OPG-3 INC	R	205.00	ACCOUNTS PAYABLE CHECK
1907487	08/10/2023	AI TECHNOLOGIES, LLC	R	2781.75	ACCOUNTS PAYABLE CHECK
1907488	08/10/2023	ARVIG ENTERPRISES, INC	R	1940.33	ACCOUNTS PAYABLE CHECK
1907489	08/10/2023	BENEFIT EXTRAS, INC	R	476.56	ACCOUNTS PAYABLE CHECK
1907490	08/10/2023	CDWG	R	11899.56	ACCOUNTS PAYABLE CHECK
1907491	08/10/2023	CENTERVENTION	R	400.00	ACCOUNTS PAYABLE CHECK
1907492	08/10/2023	CENTURYLINK	R	1086.55	ACCOUNTS PAYABLE CHECK
1907493	08/10/2023	CENTURYLINK COMMUNICATONS, LLC	R	495.91	ACCOUNTS PAYABLE CHECK
1907494	08/10/2023	DAKOTA AWARDS & ENGRAVING	R	15.00	ACCOUNTS PAYABLE CHECK
1907495	08/10/2023	FRONTIER COMMUNICATIONS	R	743.80	ACCOUNTS PAYABLE CHECK
1907496	08/10/2023	MARCO TECHNOLOGIES LLC.	R	255.00	ACCOUNTS PAYABLE CHECK
1907497	08/10/2023	MASBO	R	220.00	ACCOUNTS PAYABLE CHECK
1907498	08/10/2023	MAXIM HEALTHCARE STAFFING	R	3880.00	ACCOUNTS PAYABLE CHECK
1907499	08/10/2023	MCGRAW-HILL EDUCATION	R	7596.15	ACCOUNTS PAYABLE CHECK
1907500	08/10/2023	PROCARE THERAPY	R	7177.82	ACCOUNTS PAYABLE CHECK
1907501	08/10/2023	SAM'S CLUB/SYNCHRONY BANK	R	133.59	ACCOUNTS PAYABLE CHECK

SOURCEWELL  
DATE: 08/30/2023  
TIME: 11:14:07

INTERMEDIATE SCHOOL DISTRICT 917  
CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 2  
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ACCOUNTING PERIOD: 2/24

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1907505	08/10/2023	USI INSURANCE SERVICES, LLC	R	18900.00	ACCOUNTS PAYABLE CHECK
1907506	08/16/2023	FTC	R	150.00	ACCOUNTS PAYABLE CHECK
1907507	08/16/2023	FTC	R	108.33	ACCOUNTS PAYABLE CHECK
1907508	08/16/2023	NCPERS GROUP LIFE INS	R	16.00	ACCOUNTS PAYABLE CHECK
1907509	08/16/2023	RIVERVIEW LAW OFFICE PLLC	R	239.44	ACCOUNTS PAYABLE CHECK
1907510	08/16/2023	WISCONSIN SCTF	R	845.39	ACCOUNTS PAYABLE CHECK
1907511	08/17/2023	ABLENET INC.	R	255.00	ACCOUNTS PAYABLE CHECK
1907512	08/17/2023	BDK ENTERPRISES INC.	R	208.05	ACCOUNTS PAYABLE CHECK
1907513	08/17/2023	BLUUM OF MINNESOTA, LLC	R	466.08	ACCOUNTS PAYABLE CHECK
1907514	08/17/2023	DAKOTA TRUCK UNDERWRITERS	R	33105.00	ACCOUNTS PAYABLE CHECK
1907515	08/17/2023	DELL MKTG L.P., C/O DELL USA L.P.	V	0.00	VOID: MULTI STUB CHECK
1907516	08/17/2023	DELL MKTG L.P., C/O DELL USA L.P.	V	0.00	VOID: MULTI STUB CHECK
1907517	08/17/2023	DELL MKTG L.P., C/O DELL USA L.P.	R	69784.03	ACCOUNTS PAYABLE CHECK
1907518	08/17/2023	GN RESOUND	R	845.95	ACCOUNTS PAYABLE CHECK
1907519	08/17/2023	INVER HILLS COMMUNITY COLLEGE	R	492.11	ACCOUNTS PAYABLE CHECK
1907520	08/17/2023	MAXIM HEALTHCARE STAFFING	R	4450.00	ACCOUNTS PAYABLE CHECK
1907521	08/17/2023	MIDWEST SPECIAL INSTRUMENTS, CORP	R	1650.00	ACCOUNTS PAYABLE CHECK
1907522	08/17/2023	MN CLN SERVICES, INC	R	1416.00	ACCOUNTS PAYABLE CHECK
1907523	08/17/2023	MN ENERGY RESOURCES CORPORATION	R	137.91	ACCOUNTS PAYABLE CHECK
1907524	08/17/2023	NOVA EDUCATION CONSULTANTS	R	120.00	ACCOUNTS PAYABLE CHECK
1907525	08/17/2023	PROCARE THERAPY	R	4417.58	ACCOUNTS PAYABLE CHECK
1907526	08/17/2023	PROFESSIONAL CRISIS MANAGEMENT ASSO	R	6042.50	ACCOUNTS PAYABLE CHECK
1907527	08/17/2023	SCHOLASTIC CLASSROOM MAGAZINES	R	346.20	ACCOUNTS PAYABLE CHECK
1907528	08/17/2023	SONOVA USA INC.	R	189.99	ACCOUNTS PAYABLE CHECK
1907529	08/17/2023	ST PAUL PIONEER PRESS	R	59.78	ACCOUNTS PAYABLE CHECK
1907530	08/17/2023	TECHNOLOGY BY DESIGN, LLC	R	10756.75	ACCOUNTS PAYABLE CHECK
1907531	08/17/2023	BAKER TILLY US, LLP	R	4480.00	ACCOUNTS PAYABLE CHECK
1907532	08/17/2023	HITESMANLAW, PA	R	1500.00	ACCOUNTS PAYABLE CHECK
1907533	08/17/2023	IND SCH DIST 194	R	8727.71	ACCOUNTS PAYABLE CHECK
1907534	08/17/2023	SQUIRES, WALDSPURGER & MACE, P.A.	R	1521.00	ACCOUNTS PAYABLE CHECK
1907535	08/24/2023	ACCELERATED TECHNOLOGIES	R	298.45	ACCOUNTS PAYABLE CHECK
1907536	08/24/2023	ENABLING DEVICES	R	409.90	ACCOUNTS PAYABLE CHECK
1907537	08/24/2023	FRONTIER COMMUNICATIONS	R	1333.81	ACCOUNTS PAYABLE CHECK
1907538	08/24/2023	HASTINGS CREAMERY LLC	R	1900.00	ACCOUNTS PAYABLE CHECK
1907539	08/24/2023	IND SCH DIST 191	R	27937.46	ACCOUNTS PAYABLE CHECK
1907540	08/24/2023	LASERFICHE	R	450.00	ACCOUNTS PAYABLE CHECK
1907541	08/24/2023	LOFFLER	R	166.49	ACCOUNTS PAYABLE CHECK
1907542	08/24/2023	MAXIM HEALTHCARE STAFFING	R	22380.00	ACCOUNTS PAYABLE CHECK
1907543	08/24/2023	MEDICA	R	1008.00	ACCOUNTS PAYABLE CHECK
1907544	08/24/2023	MSOPA (METRO SUPT OFF PERSONNEL ASS	R	100.00	ACCOUNTS PAYABLE CHECK
1907545	08/24/2023	OFFICE OF MN.IT SERVICES	R	13.05	ACCOUNTS PAYABLE CHECK
1907546	08/24/2023	RATWICK, ROSZAK & MALONEY, P.A.	R	1325.00	ACCOUNTS PAYABLE CHECK
1907547	08/24/2023	RED CEDAR STEEL ERECTORS, INC	R	12000.00	ACCOUNTS PAYABLE CHECK
1907548	08/24/2023	RFL CONSTRUCTION	R	4862.00	ACCOUNTS PAYABLE CHECK
1907549	08/24/2023	TEACHING STUDENTS W/VISUALLY IMPAIR	R	200.00	ACCOUNTS PAYABLE CHECK
1907550	08/24/2023	ULTIMATE GLOBES	R	260.10	ACCOUNTS PAYABLE CHECK
1907551	08/25/2023	AMAZON CAPITAL SERVICES	V	0.00	VOID: MULTI STUB CHECK
1907552	08/25/2023	AMAZON CAPITAL SERVICES	R	4774.92	ACCOUNTS PAYABLE CHECK
1907553	08/25/2023	OFFICE DEPOT	R	27.99	ACCOUNTS PAYABLE CHECK
1907554	08/30/2023	FTC	R	258.33	ACCOUNTS PAYABLE CHECK
1907555	08/30/2023	WISCONSIN SCTF	R	65.00	ACCOUNTS PAYABLE CHECK
1907556	08/30/2023	WISCONSIN SCTF	R	845.39	ACCOUNTS PAYABLE CHECK
1907557	08/30/2023	RIVERVIEW LAW OFFICE PLLC	R	240.55	ACCOUNTS PAYABLE CHECK

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1907558	08/30/2023	RIVERVIEW LAW OFFICE PLLC	R	139.60	ACCOUNTS PAYABLE CHECK
*V4001948	08/10/2023	CITY OF APPLE VALLEY	R	550.95	ACCOUNTS PAYABLE VOUCHER
*V4001949	08/10/2023	STORYBOARD FILMS INC	R	500.00	ACCOUNTS PAYABLE VOUCHER
*V4001950	08/10/2023	WELLS FARGO	R	4617.19	ACCOUNTS PAYABLE VOUCHER
*V4001951	08/10/2023	CONOVER COMPANY	R	500.00	ACCOUNTS PAYABLE VOUCHER
*V4001952	08/10/2023	FUN AND FUNCTION	R	53.93	ACCOUNTS PAYABLE VOUCHER
*V4001953	08/10/2023	THE HANOVER INSURANCE GROUP	R	84241.36	ACCOUNTS PAYABLE VOUCHER
*V4001954	08/10/2023	HEALTHIEST YOU	R	3370.00	ACCOUNTS PAYABLE VOUCHER
*V4001955	08/10/2023	JAMF HOLDINGS, INC & SUBSIDIARIES	R	4264.32	ACCOUNTS PAYABLE VOUCHER
*V4001956	08/10/2023	MASBO	R	110.00	ACCOUNTS PAYABLE VOUCHER
*V4001957	08/10/2023	MINNESOTA HUMANITIES CENTER	R	1350.00	ACCOUNTS PAYABLE VOUCHER
*V4001958	08/10/2023	MINNESOTA LEARNING COMMONS	R	100.00	ACCOUNTS PAYABLE VOUCHER
*V4001959	08/10/2023	NEARPOD	R	318.00	ACCOUNTS PAYABLE VOUCHER
*V4001960	08/10/2023	SHEEHAN'S OFFICE INTERIORS INC	R	1204.00	ACCOUNTS PAYABLE VOUCHER
*V4001961	08/10/2023	PRO-ED, INC	R	79.20	ACCOUNTS PAYABLE VOUCHER
*V4001962	08/10/2023	SCENARIO LEARNING LLC	R	2228.73	ACCOUNTS PAYABLE VOUCHER
*V4001963	08/10/2023	SECURLY, INC	R	4455.00	ACCOUNTS PAYABLE VOUCHER
*V4001964	08/10/2023	THERAPY NOTES, LLC	R	285.00	ACCOUNTS PAYABLE VOUCHER
*V4001965	08/10/2023	UNIVERSAL CLEANING SERVICES	R	10802.13	ACCOUNTS PAYABLE VOUCHER
*V4001966	08/10/2023	WALMART.CREDIT CARD	R	205.99	ACCOUNTS PAYABLE VOUCHER
*V4001967	08/10/2023	WEBSTAUARANT STORE	R	182.77	ACCOUNTS PAYABLE VOUCHER
*V4001968	08/10/2023	WESTERN PSYCHOLOGICAL SERVICES	R	296.00	ACCOUNTS PAYABLE VOUCHER
*V6606098	08/17/2023	KATHRYN ANN AMUNRUD	R	38.95	ACCOUNTS PAYABLE VOUCHER
*V6606099	08/17/2023	DAVID ANDERSON	R	15.72	ACCOUNTS PAYABLE VOUCHER
*V6606100	08/17/2023	THOMAS RICHARD BENNETT	R	49.13	ACCOUNTS PAYABLE VOUCHER
*V6606101	08/17/2023	LINDA JO BERG	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606102	08/17/2023	STEPHANIE BETLEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606103	08/17/2023	MICHAEL JASON BIBRO	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606104	08/17/2023	AMANDA JO BOEHMER	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606105	08/17/2023	LOREEN M. BOHNERT	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6606106	08/17/2023	MATTHEW KYLE BRUNS	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6606107	08/17/2023	DON JAMES BUDACH	R	407.48	ACCOUNTS PAYABLE VOUCHER
*V6606108	08/17/2023	LESLEY ANNE CHESTER	R	17.03	ACCOUNTS PAYABLE VOUCHER
*V6606109	08/17/2023	CRAIG ALAN CURTIS	R	410.95	ACCOUNTS PAYABLE VOUCHER
*V6606110	08/17/2023	CHRISTOPHER GORDON DEVINE	R	224.00	ACCOUNTS PAYABLE VOUCHER
*V6606111	08/17/2023	NANCY JEAN DYE	R	8.52	ACCOUNTS PAYABLE VOUCHER
*V6606112	08/17/2023	LISA A EHLERINGER	R	24.89	ACCOUNTS PAYABLE VOUCHER
*V6606113	08/17/2023	SHAE K ELLIOTT	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606114	08/17/2023	WENDY CATHERINE FELTON	R	11.79	ACCOUNTS PAYABLE VOUCHER
*V6606115	08/17/2023	SHERILYN FAYE FRISQUE	R	318.34	ACCOUNTS PAYABLE VOUCHER
*V6606116	08/17/2023	ALYSSA GAYLE GAHIMER	R	28.95	ACCOUNTS PAYABLE VOUCHER
*V6606117	08/17/2023	HEIDI LEE HELM	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6606118	08/17/2023	JENNIFER AMY HETLAND	R	221.66	ACCOUNTS PAYABLE VOUCHER
*V6606119	08/17/2023	MELISSA ROCHELL HO	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6606120	08/17/2023	JUSTIN DAVID HOELSCHER	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606121	08/17/2023	BREANNA LEA HUBACK	R	22.93	ACCOUNTS PAYABLE VOUCHER
*V6606122	08/17/2023	KATE SCHNEEWEIS HULSE	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606123	08/17/2023	SARAH CAITLIN IDEEN	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6606124	08/17/2023	JULIE CHRISTINE ILLA	R	15.07	ACCOUNTS PAYABLE VOUCHER
*V6606125	08/17/2023	TANYA MARIE KATH	R	28.17	ACCOUNTS PAYABLE VOUCHER
*V6606126	08/17/2023	AMY TAMARAH WOLF KAUFMAN	R	45.85	ACCOUNTS PAYABLE VOUCHER
*V6606127	08/17/2023	LORI ANN KLEIN	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606128	08/17/2023	CORY LEE LANGENFELD	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606129	08/17/2023	BETSY SUE LARSEN	R	87.77	ACCOUNTS PAYABLE VOUCHER
*V6606130	08/17/2023	ERIN JEAN MAHNKE	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606131	08/17/2023	CATHLEEN CAROL MATTICE	R	45.00	ACCOUNTS PAYABLE VOUCHER

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*V6606132	08/17/2023	EMMA IRENE KAE MAYES	R	94.32	ACCOUNTS PAYABLE VOUCHER
*V6606133	08/17/2023	ALISON KENNIS-LYNN MCCUSKER	R	99.36	ACCOUNTS PAYABLE VOUCHER
*V6606134	08/17/2023	SHANNON F BRENNAN	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606135	08/17/2023	JO ANN MARISKA NAGY	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6606136	08/17/2023	CINDY L NORDSTROM	R	11.14	ACCOUNTS PAYABLE VOUCHER
*V6606137	08/17/2023	RACHEL ERIN NOVY	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6606138	08/17/2023	JACKIE MARIE PAULEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606139	08/17/2023	AMANDA LYNN PETERS	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6606140	08/17/2023	JENNIFER MAE PETERSEN	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6606141	08/17/2023	BROOKE ALLYSON PETERSON	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606142	08/17/2023	WENDI MARLAINE RENKEN	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6606143	08/17/2023	MELANIE ANN RIX	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6606144	08/17/2023	NICOLLE KATHERINE ROUSH	R	100.83	ACCOUNTS PAYABLE VOUCHER
*V6606145	08/17/2023	MELISSA RAE SCHALLER	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606146	08/17/2023	SAMANTHA KAY SCHULZ	R	70.74	ACCOUNTS PAYABLE VOUCHER
*V6606147	08/17/2023	BYRON LEITH SCHWAB	R	30.79	ACCOUNTS PAYABLE VOUCHER
*V6606148	08/17/2023	AMY LYNN SWANEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606149	08/17/2023	TAYLOR MAY LOVIN	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6606150	08/17/2023	SHANYN NICOLE TUFTEE	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6606151	08/17/2023	SCOTT MICHAEL ZEHNDER	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V7702730	07/28/2023	MEDICA	R	71089.26	ACCOUNTS PAYABLE VOUCHER
*V7702731	08/02/2023	AFLAC	R	665.50	ACCOUNTS PAYABLE VOUCHER
*V7702732	08/02/2023	AMERIPRISE FINANCIAL ADVISORS	R	1358.33	ACCOUNTS PAYABLE VOUCHER
*V7702733	08/02/2023	AXA EQUITABLE LIFE INS CO	R	317.09	ACCOUNTS PAYABLE VOUCHER
*V7702734	08/02/2023	FIDELITY INVSTMT TAX-EX SVC CO	R	491.67	ACCOUNTS PAYABLE VOUCHER
*V7702735	08/02/2023	HEALTH EQUITY, INC.	R	6455.18	ACCOUNTS PAYABLE VOUCHER
*V7702736	08/02/2023	HORACE MANN LIFE INS	R	133.33	ACCOUNTS PAYABLE VOUCHER
*V7702737	08/02/2023	INTERNAL REVENUE SERVICE	R	53554.43	ACCOUNTS PAYABLE VOUCHER
*V7702738	08/02/2023	EDUCATION MN ESI BILLING TRUST	R	883.33	ACCOUNTS PAYABLE VOUCHER
*V7702739	08/02/2023	MN DEPT OF REVENUE	R	9615.16	ACCOUNTS PAYABLE VOUCHER
*V7702740	08/02/2023	MN DEPT OF REVENUE(C)	R	250.00	ACCOUNTS PAYABLE VOUCHER
*V7702741	08/02/2023	MN STATE RETIREMENT SYSTEM	R	270.83	ACCOUNTS PAYABLE VOUCHER
*V7702742	08/02/2023	EXECUTIVE DIRECTOR	R	13202.46	ACCOUNTS PAYABLE VOUCHER
*V7702743	08/02/2023	STATE TREASURER, TRA	R	18672.20	ACCOUNTS PAYABLE VOUCHER
*V7702744	08/02/2023	VARIABLE ANNUITY LIFE INS CO	R	2214.09	ACCOUNTS PAYABLE VOUCHER
*V7702745	08/02/2023	AFLAC	R	1030.88	ACCOUNTS PAYABLE VOUCHER
*V7702746	08/02/2023	AMERIPRISE FINANCIAL ADVISORS	R	2268.87	ACCOUNTS PAYABLE VOUCHER
*V7702747	08/02/2023	AXA EQUITABLE LIFE INS CO	R	1059.66	ACCOUNTS PAYABLE VOUCHER
*V7702748	08/02/2023	FIDELITY INVSTMT TAX-EX SVC CO	R	5379.12	ACCOUNTS PAYABLE VOUCHER
*V7702749	08/02/2023	HEALTH EQUITY, INC.	R	17629.03	ACCOUNTS PAYABLE VOUCHER
*V7702750	08/02/2023	HORACE MANN LIFE INS	R	458.33	ACCOUNTS PAYABLE VOUCHER
*V7702751	08/02/2023	INTERNAL REVENUE SERVICE	R	146709.06	ACCOUNTS PAYABLE VOUCHER
*V7702752	08/02/2023	EDUCATION MN ESI BILLING TRUST	R	2752.16	ACCOUNTS PAYABLE VOUCHER
*V7702753	08/02/2023	MN DEPT OF REVENUE	R	24465.06	ACCOUNTS PAYABLE VOUCHER
*V7702754	08/02/2023	EXECUTIVE DIRECTOR	R	26553.57	ACCOUNTS PAYABLE VOUCHER
*V7702755	08/02/2023	STATE TREASURER, TRA	R	80557.54	ACCOUNTS PAYABLE VOUCHER
*V7702756	08/02/2023	VARIABLE ANNUITY LIFE INS CO	R	2044.23	ACCOUNTS PAYABLE VOUCHER
*V7702757	08/02/2023	VOYA	R	524.00	ACCOUNTS PAYABLE VOUCHER
*V7702758	08/02/2023	INTERNAL REVENUE SERVICE	R	2003.92	ACCOUNTS PAYABLE VOUCHER
*V7702759	08/02/2023	MN DEPT OF REVENUE	R	258.85	ACCOUNTS PAYABLE VOUCHER
*V7702760	08/02/2023	EXECUTIVE DIRECTOR	R	6.00	ACCOUNTS PAYABLE VOUCHER
*V7702761	08/02/2023	STATE TREASURER, TRA	R	1654.36	ACCOUNTS PAYABLE VOUCHER
*V7702762	08/02/2023	INTERNAL REVENUE SERVICE	R	14268.37	ACCOUNTS PAYABLE VOUCHER
*V7702763	08/02/2023	MN DEPT OF REVENUE	R	1602.21	ACCOUNTS PAYABLE VOUCHER
*V7702764	08/02/2023	EXECUTIVE DIRECTOR	R	4639.61	ACCOUNTS PAYABLE VOUCHER
*V7702765	08/02/2023	STATE TREASURER, TRA	R	7080.08	ACCOUNTS PAYABLE VOUCHER

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*V7702766	08/02/2023	APPLE VALLEY ISD LLC	R	42392.46	ACCOUNTS PAYABLE VOUCHER
*V7702767	08/02/2023	NATIONAL INSURANCE SERVICES OF WI,	R	8627.82	ACCOUNTS PAYABLE VOUCHER
*V7702768	08/02/2023	SE ISD, DST	R	78565.21	ACCOUNTS PAYABLE VOUCHER
*V7702769	08/09/2023	MN DEPT OF EMPLOYMENT & ECON DEV.	R	14136.54	ACCOUNTS PAYABLE VOUCHER
*V7702770	08/09/2023	MEDICA	R	60154.30	ACCOUNTS PAYABLE VOUCHER
*V7702771	08/09/2023	WAGeworks, INC	R	249.50	ACCOUNTS PAYABLE VOUCHER
*V7702772	08/09/2023	FIDELITY SECURITY LIFE INS CO	R	2158.75	ACCOUNTS PAYABLE VOUCHER
*V7702773	08/09/2023	MEDICA	R	62718.00	ACCOUNTS PAYABLE VOUCHER
*V7702774	08/09/2023	WAGeworks, INC	R	57.75	ACCOUNTS PAYABLE VOUCHER
*V7702775	08/14/2023	MEDICA	R	69769.21	ACCOUNTS PAYABLE VOUCHER
*V7702776	08/16/2023	AMERIPRISE FINANCIAL ADVISORS	R	1358.33	ACCOUNTS PAYABLE VOUCHER
*V7702777	08/16/2023	AXA EQUITABLE LIFE INS CO	R	317.09	ACCOUNTS PAYABLE VOUCHER
*V7702778	08/16/2023	FIDELITY INVSTMT TAX-EX SVC CO	R	691.67	ACCOUNTS PAYABLE VOUCHER
*V7702779	08/16/2023	HEALTHQUITY, INC.	R	6520.16	ACCOUNTS PAYABLE VOUCHER
*V7702780	08/16/2023	HORACE MANN LIFE INS	R	133.33	ACCOUNTS PAYABLE VOUCHER
*V7702781	08/16/2023	INTERNAL REVENUE SERVICE	R	54572.81	ACCOUNTS PAYABLE VOUCHER
*V7702782	08/16/2023	EDUCATION MN ESI BILLING TRUST	R	883.33	ACCOUNTS PAYABLE VOUCHER
*V7702783	08/16/2023	MN DEPT OF REVENUE	R	9801.41	ACCOUNTS PAYABLE VOUCHER
*V7702784	08/16/2023	MN DEPT OF REVENUE(C)	R	250.00	ACCOUNTS PAYABLE VOUCHER
*V7702785	08/16/2023	MN STATE RETIREMENT SYSTEM	R	270.83	ACCOUNTS PAYABLE VOUCHER
*V7702786	08/16/2023	EXECUTIVE DIRECTOR	R	13404.30	ACCOUNTS PAYABLE VOUCHER
*V7702787	08/16/2023	STATE TREASURER, TRA	R	19035.43	ACCOUNTS PAYABLE VOUCHER
*V7702788	08/16/2023	VARIABLE ANNUITY LIFE INS CO	R	2214.09	ACCOUNTS PAYABLE VOUCHER
*V7702789	08/16/2023	AMERIPRISE FINANCIAL ADVISORS	R	2268.87	ACCOUNTS PAYABLE VOUCHER
*V7702790	08/16/2023	AXA EQUITABLE LIFE INS CO	R	1059.66	ACCOUNTS PAYABLE VOUCHER
*V7702791	08/16/2023	FIDELITY INVSTMT TAX-EX SVC CO	R	5379.12	ACCOUNTS PAYABLE VOUCHER
*V7702792	08/16/2023	HEALTHQUITY, INC.	R	17629.03	ACCOUNTS PAYABLE VOUCHER
*V7702793	08/16/2023	HORACE MANN LIFE INS	R	458.33	ACCOUNTS PAYABLE VOUCHER
*V7702794	08/16/2023	INTERNAL REVENUE SERVICE	R	146823.22	ACCOUNTS PAYABLE VOUCHER
*V7702795	08/16/2023	EDUCATION MN ESI BILLING TRUST	R	2752.16	ACCOUNTS PAYABLE VOUCHER
*V7702796	08/16/2023	MN DEPT OF REVENUE	R	24485.89	ACCOUNTS PAYABLE VOUCHER
*V7702797	08/16/2023	EXECUTIVE DIRECTOR	R	26554.23	ACCOUNTS PAYABLE VOUCHER
*V7702798	08/16/2023	STATE TREASURER, TRA	R	80617.07	ACCOUNTS PAYABLE VOUCHER
*V7702799	08/16/2023	VARIABLE ANNUITY LIFE INS CO	R	2044.23	ACCOUNTS PAYABLE VOUCHER
*V7702800	08/16/2023	VOYA	R	524.00	ACCOUNTS PAYABLE VOUCHER
*V7702801	08/16/2023	INTERNAL REVENUE SERVICE	R	59237.93	ACCOUNTS PAYABLE VOUCHER
*V7702802	08/16/2023	MN DEPT OF REVENUE	R	9736.02	ACCOUNTS PAYABLE VOUCHER
*V7702803	08/16/2023	EXECUTIVE DIRECTOR	R	17586.49	ACCOUNTS PAYABLE VOUCHER
*V7702804	08/16/2023	STATE TREASURER, TRA	R	22968.64	ACCOUNTS PAYABLE VOUCHER
*V7702805	08/18/2023	DELTA DENTAL OF MINNESOTA	R	41416.98	ACCOUNTS PAYABLE VOUCHER
*V7702806	08/18/2023	MEDICA	R	41808.91	ACCOUNTS PAYABLE VOUCHER
*V7702807	08/18/2023	WAGeworks, INC	R	650.00	ACCOUNTS PAYABLE VOUCHER
*V7702808	08/23/2023	MEDICA	R	137629.40	ACCOUNTS PAYABLE VOUCHER
*V7702809	08/30/2023	AFLAC	R	1046.45	ACCOUNTS PAYABLE VOUCHER
*V7702810	08/30/2023	AMERIPRISE FINANCIAL ADVISORS	R	3611.37	ACCOUNTS PAYABLE VOUCHER
*V7702811	08/30/2023	AXA EQUITABLE LIFE INS CO	R	1301.76	ACCOUNTS PAYABLE VOUCHER
*V7702812	08/30/2023	FIDELITY INVSTMT TAX-EX SVC CO	R	5683.29	ACCOUNTS PAYABLE VOUCHER
*V7702813	08/30/2023	HEALTHQUITY, INC.	R	21605.50	ACCOUNTS PAYABLE VOUCHER
*V7702814	08/30/2023	HORACE MANN LIFE INS	R	591.66	ACCOUNTS PAYABLE VOUCHER
*V7702815	08/30/2023	INTERNAL REVENUE SERVICE	R	156987.39	ACCOUNTS PAYABLE VOUCHER
*V7702816	08/30/2023	EDUCATION MN ESI BILLING TRUST	R	2930.49	ACCOUNTS PAYABLE VOUCHER
*V7702817	08/30/2023	MN DEPT OF REVENUE	R	27711.95	ACCOUNTS PAYABLE VOUCHER
*V7702818	08/30/2023	MN DEPT OF REVENUE(C)	R	250.00	ACCOUNTS PAYABLE VOUCHER
*V7702819	08/30/2023	MN STATE RETIREMENT SYSTEM	R	270.83	ACCOUNTS PAYABLE VOUCHER
*V7702820	08/30/2023	EXECUTIVE DIRECTOR	R	13960.90	ACCOUNTS PAYABLE VOUCHER
*V7702821	08/30/2023	STATE TREASURER, TRA	R	95093.74	ACCOUNTS PAYABLE VOUCHER

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*V7702822	08/30/2023	VARIABLE ANNUITY LIFE INS CO	R	4095.41	ACCOUNTS PAYABLE VOUCHER
*V7702823	08/30/2023	VOYA	R	215.67	ACCOUNTS PAYABLE VOUCHER
*V7702824	08/30/2023	AFLAC	R	618.86	ACCOUNTS PAYABLE VOUCHER
*V7702825	08/30/2023	AMERIPRISE FINANCIAL ADVISORS	R	65.83	ACCOUNTS PAYABLE VOUCHER
*V7702826	08/30/2023	AXA EQUITABLE LIFE INS CO	R	74.99	ACCOUNTS PAYABLE VOUCHER
*V7702827	08/30/2023	FIDELITY INVSTMT TAX-EX SVC CO	R	287.50	ACCOUNTS PAYABLE VOUCHER
*V7702828	08/30/2023	HEALTH EQUITY, INC.	R	3049.43	ACCOUNTS PAYABLE VOUCHER
*V7702829	08/30/2023	INTERNAL REVENUE SERVICE	R	36792.62	ACCOUNTS PAYABLE VOUCHER
*V7702830	08/30/2023	EDUCATION MN ESI BILLING TRUST	R	725.00	ACCOUNTS PAYABLE VOUCHER
*V7702831	08/30/2023	MN DEPT OF REVENUE	R	5286.46	ACCOUNTS PAYABLE VOUCHER
*V7702832	08/30/2023	EXECUTIVE DIRECTOR	R	25691.38	ACCOUNTS PAYABLE VOUCHER
*V7702833	08/30/2023	VARIABLE ANNUITY LIFE INS CO	R	202.91	ACCOUNTS PAYABLE VOUCHER
*V7702834	08/30/2023	VOYA	R	100.00	ACCOUNTS PAYABLE VOUCHER
*V7702835	08/30/2023	INTERNAL REVENUE SERVICE	R	29566.51	ACCOUNTS PAYABLE VOUCHER
*V7702836	08/30/2023	MN DEPT OF REVENUE	R	4114.60	ACCOUNTS PAYABLE VOUCHER
*V7702837	08/30/2023	EXECUTIVE DIRECTOR	R	10277.85	ACCOUNTS PAYABLE VOUCHER
*V7702838	08/30/2023	STATE TREASURER, TRA	R	12153.20	ACCOUNTS PAYABLE VOUCHER
TOTAL FUND				3408964.55	
TOTAL REPORT				3408964.55	

**INTRMEDIATE SCHOOL DISTRICT 917**  
**SCHOOL BOARD REPORT OF**  
**CONSOLIDATED INVESTMENTS (GENERAL & BUILDING)**  
**July 2022 - June 2023**

ACCOUNT NAME	ACCT NO	FY BEGINNING BALANCE	PURCHASES CREDITS	SALES TRANSFERS	INVESTMENT FEES	INTEREST EARNED	FY ENDING BALANCE	CURRENT INTEREST RATE	FISCAL YEAR AVERAGE INTEREST RATE
						YTD			
MSDLAF + MAX	01	8,466,426.45	3,700,000.00	1,500,000.00	0.00	379,288.53	11,045,714.98	5.09	3.79
MSDLAF Liquid	01	0.00	3,505,381.37	2,750,000.00	0.00	90,595.14	845,976.51	4.99	3.57
MSDLAF TERM (CD's, Term, Comm)	01	3,500,000.00	0.00	3,505,381.37	0.00	5,381.37	0.00	0	0.00
<b>TOTAL</b>		11,966,426.45	7,205,381.37	7,755,381.37	0.00	475,265.04	11,891,691.49		3.68

**INTERMEDIATE SCHOOL DISTRICT 917  
SCHOOL BOARD REPORT OF  
CONSOLIDATED INVESTMENTS (GENERAL & BUILDING)**

**July 2023**

ACCOUNT NAME	ACCT NO	BEGINNING BALANCE	PURCHASES CREDITS	SALES TRANSFERS	INVESTMENT FEES	INTEREST EARNED	ENDING BALANCE	YEAR TO DATE INTEREST EARNED
MSDLAF Liquid	01	845,976.51	0.00	0.00	0.00	3,619.04	849,595.55	3,619.04
MSDLAF + MAX	01	11,045,714.98	0.00	0.00	0.00	48,202.73	11,093,917.71	48,202.73
MSDLAF TERM (CD's,Term,Comm) maturity	01	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>		<b>11,891,691.49</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>51,821.77</b>	<b>11,943,513.26</b>	<b>51,821.77</b>

**EXPLANATION:** The above is School District Investments complying with the requirements of Minnesota Statutes 118.01, 471.56 and 475.66.

1. MSDMAX is MSDLAF'S "Max Portfolio" and includes pooled investments plus banker's acceptances, commercial paper, repurchase agreements and US Government obligations.
2. MSDLAF is MSDLAF'S primary clearing "Money Market" fund. All fixed rate investments (FRI) clear through this account as do maturities, interest, and fees.

NOTE: **July 2023** Average MSDLAF Liquid Rate was 5.05, MSDLAF+MAX Average Rate was 5.15 %. and the MSDLAF Term Average Rate estimate is .00%.



Customer Service  
PO Box 11760  
Harrisburg, PA 17108-11760

## ACCOUNT STATEMENT

For the Month Ending  
**July 31, 2023**

## INTERMEDIATE SCHOOL DISTRICT 917

### Client Management Team

#### Amber Cannegieter

Key Account Manager  
213 Market Street  
Harrisburg, PA 17101-2141  
1-888-4-MSDLAF  
cannegietera@pfmam.com

#### Brian Johnson

Director  
800 Nicollet Mall, 4th Floor  
Minneapolis, MN 55402  
612-338-3535  
johnsonb@pfmam.com

### Contents

Cover/Disclosures  
Summary Statement  
Individual Accounts

### Accounts included in Statement

600430 STATE PAYMENTS

### Important Messages

MSDLAF will be closed on 09/04/2023 for Labor Day.

INTERMEDIATE SCHOOL DISTRICT 917  
AMY D ALEXANDER  
1300 145TH STREET E  
ROSEMOUNT, MN 55068

**Online Access** [www.msdlaf.org](http://www.msdlaf.org)

**Customer Service** 1-888-4-MSDLAF



## Account Statement

For the Month Ending July 31, 2023

### Important Disclosures

#### Important Disclosures

This statement is for general information purposes only and is not intended to provide specific advice or recommendations. PFM Asset Management LLC ("PFMAM") is an investment adviser registered with the U.S. Securities and Exchange Commission and a subsidiary of U.S. Bancorp Asset Management, Inc. ("USBAM"). USBAM is a subsidiary of U.S. Bank National Association ("U.S. Bank"). U.S. Bank is a separate entity and subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of PFMAM. PFMAM maintains a written disclosure statement of our background and business experience. If you would like to receive a copy of our current disclosure statement, please contact Service Operations at the address below.

**Proxy Voting** PFMAM does not normally receive proxies to vote on behalf of its clients. However, it does on occasion receive consent requests. In the event a consent request is received the portfolio manager contacts the client and then proceeds according to their instructions. PFMAM's Proxy Voting Policy is available upon request by contacting Service Operations at the address below.

**Questions About an Account** PFMAM's monthly statement is intended to detail our investment advisory activity as well as the activity of any accounts held by clients in pools that are managed by PFMAM. The custodian bank maintains the control of assets and executes (i.e., settles) all investment transactions. The custodian statement is the official record of security and cash holdings and transactions. PFMAM recognizes that clients may use these reports to facilitate record keeping and that the custodian bank statement and the PFMAM statement should be reconciled and differences resolved. Many custodians use a settlement date basis which may result in the need to reconcile due to a timing difference.

**Account Control** PFMAM does not have the authority to withdraw funds from or deposit funds to the custodian outside the scope of services provided by PFMAM. Our clients retain responsibility for their internal accounting policies; implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

**Market Value** Generally, PFMAM's market prices are derived from closing bid prices as of the last business day of the month as supplied by Refinitiv or Bloomberg. For certain short-term investments or where prices are not available from generally recognized sources the securities are priced using a yield-based matrix system to arrive at an estimated market value. Prices that fall between data points are interpolated. Non-negotiable FDIC-insured bank certificates of deposit are priced at par. Although PFMAM believes the prices to be reliable, the values of the securities may not represent the prices at which the securities could have been bought or sold. Explanation of the valuation methods for a registered investment company or local government investment program is contained in the appropriate fund offering documentation or information statement.

**Amortized Cost** The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short term securities (those with less than one year to maturity at time of issuance) is amortized on a straightline basis. Such discount or premium with respect to longer term securities is amortized using the constant yield basis.

**Tax Reporting** Cost data and realized gains / losses are provided for informational purposes only. Please review for accuracy and consult your tax advisor to determine the tax consequences of your security transactions. PFMAM does not report such information to the IRS or other taxing authorities and is not responsible for the accuracy of such information that may be required to be reported to federal, state or other taxing authorities.

**Financial Situation** In order to better serve you, PFMAM should be promptly notified of any material change in your investment objective or financial situation.

**Callable Securities** Securities subject to redemption prior to maturity may be redeemed in whole or in part before maturity, which could affect the yield represented.

**Portfolio** The securities in this portfolio, including shares of mutual funds, are not guaranteed or otherwise protected by PFMAM, the FDIC (except for certain non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested. Actual settlement values, accrued interest, and amortized cost amounts may vary for securities subject to an adjustable interest rate or subject to principal paydowns. Any changes to the values shown may be reflected within the next monthly statement's beginning values.

**Rating** Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

Shares of some local government investment programs and TERM funds are marketed through representatives of PFMAM's affiliate, PFM Fund Distributors, Inc. which is registered with the SEC as a broker/dealer and is a member of the Financial Industry Regulatory Authority ("FINRA") and the Municipal Securities Rulemaking Board ("MSRB"). You may reach the FINRA by calling the FINRA Hotline at 1-800-289-9999 or at the FINRA website address <https://www.finra.org/investors/investor-contacts>. A brochure describing the FINRA Regulation Public Disclosure Program is also available from FINRA upon request.

#### Key Terms and Definitions

**Dividends** on local government investment program funds consist of interest earned, plus any discount ratably amortized to the date of maturity, plus all realized gains and losses on the sale of securities prior to maturity, less ratably amortization of any premium and all accrued expenses to the fund. Dividends are accrued daily and may be paid either monthly or quarterly. The monthly earnings on this statement represent the estimated dividend accrued for the month for any program that distributes earnings on a quarterly basis. There is no guarantee that the estimated amount will be paid on the actual distribution date.

**Current Yield** is the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical fund account with a balance of one share over the seven-day base period including the statement date, expressed as a percentage of the value of one share (normally \$1.00 per share) at the beginning of the seven-day period. This resulting net change in account value is then annualized by multiplying it by

365 and dividing the result by 7. The yields quoted should not be considered a representation of the yield of the fund in the future, since the yield is not fixed. **Average maturity** represents the average maturity of all securities and investments of a portfolio, determined by multiplying the par or principal value of each security or investment by its maturity (days or years), summing the products, and dividing the sum by the total principal value of the portfolio. The stated maturity date of mortgage backed or callable securities are used in this statement. However the actual maturity of these securities could vary depending on the level or prepayments on the underlying mortgages or whether a callable security has or is still able to be called.

**Monthly distribution yield** represents the net change in the value of one share (normally \$1.00 per share) resulting from all dividends declared during the month by a fund expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

**YTM at Cost** The yield to maturity at cost is the expected rate of return, based on the original cost, the annual interest receipts, maturity value and the time period from purchase date to maturity, stated as a percentage, on an annualized basis.

**YTM at Market** The yield to maturity at market is the rate of return, based on the current market value, the annual interest receipts, maturity value and the time period remaining until maturity, stated as a percentage, on an annualized basis.

**Managed Account** A portfolio of investments managed discretely by PFMAM according to the client's specific investment policy and requirements. The investments are directly owned by the client and held by the client's custodian.

**Unsettled Trade** A trade which has been executed however the final consummation of the security transaction and payment has not yet taken place.

Please review the detail pages of this statement carefully. If you think your statement is wrong, missing account information, or if you need more information about a transaction, please contact PFMAM within 60 days of receipt. If you have other concerns or questions regarding your account, or to request an updated copy of PFMAM's current disclosure statement, please contact a member of your client management team at PFMAM Service Operations at the address below.

PFM Asset Management LLC  
Attn: Service Operations  
213 Market Street  
Harrisburg, PA 17101

**NOT FDIC INSURED      NO BANK GUARANTEE      MAY LOSE VALUE**



## Account Statement - Transaction Summary

For the Month Ending **July 31, 2023**

### INTERMEDIATE SCHOOL DISTRICT 917 - STATE PAYMENTS - 600430

#### MSDLAF+ Liquid Class

Opening Market Value	845,976.51
Purchases	3,619.04
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00

**Closing Market Value** **\$849,595.55**

Cash Dividends and Income 3,619.04

#### MSDLAF+ MAX Class

Opening Market Value	11,045,714.98
Purchases	48,202.73
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00

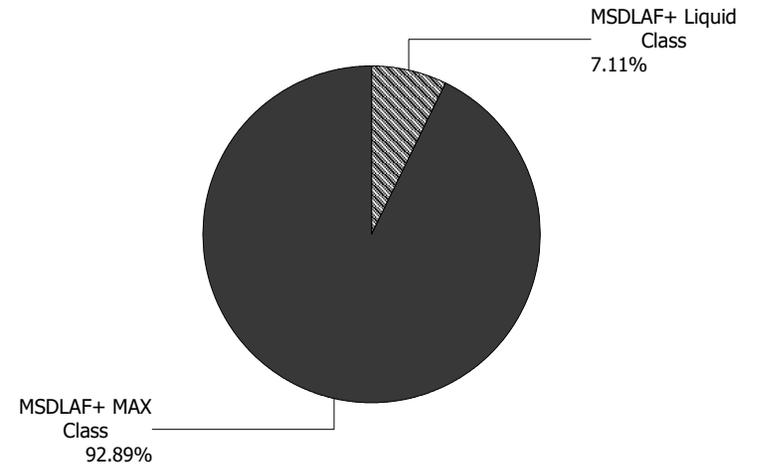
**Closing Market Value** **\$11,093,917.71**

Cash Dividends and Income 48,202.73

#### Asset Summary

	July 31, 2023	June 30, 2023
<b>MSDLAF+ Liquid Class</b>	849,595.55	845,976.51
<b>MSDLAF+ MAX Class</b>	11,093,917.71	11,045,714.98
<b>Total</b>	<b>\$11,943,513.26</b>	<b>\$11,891,691.49</b>

#### Asset Allocation





## Account Statement

For the Month Ending **July 31, 2023**

### INTERMEDIATE SCHOOL DISTRICT 917 - STATE PAYMENTS - 600430

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
<b>MSDLAF+ Liquid Class</b>					
<b>Opening Balance</b>					<b>845,976.51</b>
07/31/23	08/01/23	Accrual Income Div Reinvestment - Distributions	1.00	3,619.04	849,595.55
<b>Closing Balance</b>					<b>849,595.55</b>

	Month of July	Fiscal YTD July-July		Closing Balance	Average Monthly Balance	Monthly Distribution Yield
<b>Opening Balance</b>	845,976.51	845,976.51	<b>Closing Balance</b>	849,595.55		
<b>Purchases</b>	3,619.04	3,619.04	<b>Average Monthly Balance</b>	846,093.25		
<b>Redemptions (Excl. Checks)</b>	0.00	0.00	<b>Monthly Distribution Yield</b>	5.05%		
<b>Check Disbursements</b>	0.00	0.00				
<b>Closing Balance</b>	<b>849,595.55</b>	<b>849,595.55</b>				
<b>Cash Dividends and Income</b>	3,619.04	3,619.04				

### MSDLAF+ MAX Class

<b>Opening Balance</b>					<b>11,045,714.98</b>
07/31/23	08/01/23	Accrual Income Div Reinvestment - Distributions	1.00	48,202.73	11,093,917.71



## Account Statement

For the Month Ending **July 31, 2023**

### INTERMEDIATE SCHOOL DISTRICT 917 - STATE PAYMENTS - 600430

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
<b>Closing Balance</b>					<b>11,093,917.71</b>
	<b>Month of July</b>	<b>Fiscal YTD July-July</b>			
<b>Opening Balance</b>		11,045,714.98	11,045,714.98	<b>Closing Balance</b>	11,093,917.71
<b>Purchases</b>		48,202.73	48,202.73	<b>Average Monthly Balance</b>	11,047,269.91
<b>Redemptions (Excl. Checks)</b>		0.00	0.00	<b>Monthly Distribution Yield</b>	5.15%
<b>Check Disbursements</b>		0.00	0.00		
<b>Closing Balance</b>		<b>11,093,917.71</b>	<b>11,093,917.71</b>		
<b>Cash Dividends and Income</b>		48,202.73	48,202.73		

AUDREY WEILER, PAYROLL SPECIALIST

PLEASE APPROVE NET PAYROLL FOR

06/30/2023 DIRECT DEPOSITS REGULAR PAY (PR224)	\$	-
ADJUSTMENT CK 3063174	\$	1,070.30

<b>NET PAYROLL</b>	<b>\$</b>	<b>1,070.30</b>
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Authorized Signature  Date 8.23.23

AUDREY WEILER, PAYROLL SPECIALIST

PLEASE APPROVE NET PAYROLL FOR

07/31/2023 DIRECT DEPOSITS REGULAR PAY (PR302)	\$	129,565.20
07/31/2023 DIRECT DEPOSITS SUMMER PAYS (PR252)	\$	461,121.61
07/31/2023 DIRECT DEPOSITS EXTRA HOURS (PR226)	\$	7,847.64
7/31/2023 DIRECT DEPOSITS SUMMER HOURS (PR3E2)	\$	61,235.60

**NET PAYROLL** \$ **659,770.05**

Authorized Signature  Date 8.23.23

AUDREY WEILER, PAYROLL SPECIALIST

PLEASE APPROVE NET PAYROLL FOR

07/14/2023 DIRECT DEPOSITS REGULAR PAY (PR301)	\$	153,697.20
07/14/2023 DIRECT DEPOSITS SUMMER PAYS (PR251)	\$	462,361.82
07/14/2023 DIRECT DEPOSITS EXTRA HOURS (PR225)	\$	39,620.75

**NET PAYROLL** **\$ 655,679.77**

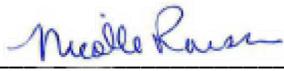
Authorized Signature  Date 7/14/23

AUDREY WEILER, PAYROLL SPECIALIST

PLEASE APPROVE NET PAYROLL FOR

08/31/2023 DIRECT DEPOSITS REGULAR PAY (PR304)	\$	435,758.93
08/31/2023 DIRECT DEPOSITS SUMMER PAYS (PR2S4)	\$	138,496.53
08/31/2023 DIRECT DEPOSITS SUMMER HOURS (PR3E4)	\$	117,245.97

**NET PAYROLL** \$ **691,501.43**

Authorized Signature  Date 8.31.23

On August 1st 2023 the School Board of ISD #917 conducted a closed meeting to discuss the results of the superintendent evaluation for the 2022-2023 school year. Previous to the meeting, board members were given an evaluation form electronically for them to fill out anonymously. The board was asked to evaluate Dr. Favor's performance relating to his school board established annual superintendent goals using a 4-point scale with 4 being distinguished and 1 being unsatisfactory. Dr. Favor's 3 goals were:

- 1). *Identify baseline data, end of the year goals, and measures of success for all 5 strategic directions.* For this goal the majority of scores were 3 with a few 4s. Board member comments indicate that progress toward full integration and identification of baseline data, end-of-year goals, and measures of success continues to develop with up to date data and programs in place.
- 2). *Amplify student, staff and family voices in support of all 5 strategic directions.* For this goal a slight majority of scores were 3s with the rest being 4s. Board member comments were that Dr. Favor identified and speaks to the importance of seeking diverse voices. He continues to be visible throughout the district meeting with staff and students. The Board enjoyed having students present at school board meetings, the 15 with Favor program and looks forward to Dr. Favor continuing to seek more family and student voices.
- 3). *Align district learning environments and workplace culture to district core values to increase student and staff recruitment, retention and satisfaction.* This goal had the highest score of all 3 goals with all but 1 Board member giving a score of 4 with the other score being a 3. Comments were that Dr. Favor promotes the core values on a regular basis including weekly updates and school board agendas and that he and his team have done an outstanding job in relating every aspect of 917's operations, programs, systems, policies, etc. to the Core Values.



**Intermediate School District 917**

*Purposeful. Personalized. Partners.*

1300 145th Street East, Rosemount, MN

55068 (651) 423-8229 \*

<http://www.isd917.org>

<b>2023-2024</b> <b>ISD 917 Superintendent Goals</b> <i>8/31/23 Draft</i>	
2022-2023	2023-2024
Goal #1: Identify baseline data, end-of-year goals, & measures of success for all 5 strategic directions	<b>Goal #1: Utilize a continuous improvement planning process to align district operations to achieve strategic directions.</b>
Goal #2: Amplify student, staff, and family voice in support of all 5 strategic directions	<b>Goal #2: Leverage internal strengths and external partnerships to amplify student, staff, and family voice in support of strategic directions and core values, with a focus on personalization.</b>
Goal #3: Align district learning environments and workplace culture to district core values to increase student and staff recruitment, retention, and satisfaction	<b>Goal #3: Lead collaboration among ISD 917 district leadership team, staff, and external partners to advance staff recruitment and retention.</b>

ISD 917 Vision

Intermediate School District 917 models an innovative culture with diverse pathways serving students and families through equitable practices with highly trained staff.

ISD 917 Core Values

Collaboration \* Empathy \* Innovation \* Stewardship \* Communication \* Integrity \* Personalization \* Equity \* Diversity

## Memorandum of Agreement

### Hiring Agency Procedure

It is hereby agreed between Intermediate School District 917, (hereafter District) and District 917 Special Education Program Assistants Federation Local #4242 (hereafter "Union") agree to the following:

WHEREAS, the Union and the District are parties to a collective bargaining agreement ("CBA") governing the negotiated terms and conditions of employment;

WHEREAS, the number of hires of new employees have increased over the past few years;

WHEREAS, the need to be consistent with all employees with dues deduction for the following years;

NOW , THEREFORE, the Union and the District agree to the following:

Starting in the 2023-24 school year and continuing until the completion of the 2024-2026 current collective bargaining agreement, Article IV section 6 will be replaced by the following:

**Section 6. Right to Dues Check Off:** The union has the right under PELRA to request dues deductions be withheld for each eligible employee working during a given school year. Such requests shall be in writing on a form provided by the Union and delivered to the payroll office no later than ten (10) days prior to each payroll deduction date. The first payroll deduction of the school year will occur on September 15 30 and the last on June 15 for **all employees new and returning**. Pursuant to such authorization, the School District shall deduct the amount requested by the union from each regular semi-monthly check. ~~Request by the employee to cease dues deductions submitted in writing to the School District office shall be honored and dues deductions ceased as of such written notice. The school district will notify the Union within three (3) days of receipt of such request.~~

This memorandum will cease to exist once the new collective bargaining agreement is agreed upon for the 2024-2026 school year.

---

Local 4242 Representative

---

School Board Chair

---

Local 4242 Representative

---

School Board Clerk

Dated: \_\_\_\_\_



**Intermediate School District 917**

***Purposeful. Personalized. Partners.***

1300 145th Street East, Rosemount, MN 55068 (651) 423-8229 \*

<http://www.isd917.org>

Dr. Michael Favor

TO: School Board  
FROM: Dr. Michael Favor  
DATE: September 5, 2023  
RE: First reading and first and final readings on policies

**The policy listed below is a first and final reading:**

- **806 - Crisis Management Policy.** Annual Review – no changes.

**The policies listed below are a first reading:**

- **601 – School District Curriculum and Instruction Goals**  
Adds definitions; updates WBWF plan; deletes obsolete provisions on reading
- **603 – Curriculum Development**  
Updates District Advisory Committee provisions; deletes curriculum development process (Art. VI)
- **616 – School District System Accountability**  
Deletes “graduation standards”; adds reports; updates District Advisory Committee provisions
- **620 – Credit for Learning**  
Removes online learning (see updated Policy 624); updates definitions; adds health care credit

**806** **CRISIS MANAGEMENT POLICY**

**I. PURPOSE**

It is the policy of the school district to provide a safe and healthy work environment for its staff and students. The purpose of this policy is to direct the superintendent or designee to develop and implement crisis management procedures.

**II. GENERAL STATEMENT OF POLICY**

- A. The Minnesota state legislature has mandated that each public school district has a crisis management plan.
- B. The school district has developed an Emergency Procedures Handbook for each of the sites which provides procedures for responding to a wide range of natural and man-made crisis situations. The handbooks include roles for school district administrators, staff and community/county agencies in addressing emergencies.

**III. POLICY IMPLEMENTATION AND REVIEW**

- A. The Emergency Procedure Handbooks are available for administrator and staff reference in each school/program office.
- B. The school district will conduct reviews of this policy and the crisis management plan, described in the Emergency Procedure Handbooks, as required by state and federal law.

***Legal Reference:*** Minn. Stat. § 121A.035 (Crisis Management Policy)

## **601 SCHOOL DISTRICT CURRICULUM AND INSTRUCTION GOALS**

### **I. PURPOSE**

The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the Minnesota Academic Standards and federal law.

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

The policy of the school district is to establish the “world’s best workforce” in which all learning in the school district should be directed and for which all school district learners should be held accountable.

1.

### **III. DEFINITIONS**

- A. “Academic standard” means a summary description of student learning in a required or elective content area.
- B. “Antiracist” means actively working to identify and eliminate racism in all forms in order to change policies, behaviors, and beliefs that perpetuate racist ideas and actions.
- C. “Benchmark” means specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.
- D. “Culturally sustaining” means integrating content and practices that infuse the culture and language of Black, Indigenous, and People of Color communities who have been and continue to be harmed and erased through the education system.
- E. “Curriculum” means district or school adopted programs and written plans for providing students with learning experiences that lead to expected knowledge, understanding and skills.
- F. “Ethnic studies” as defined in Minnesota Statutes, section 120B.25, has the same meaning for purposes of this section. Ethnic studies curriculum may be integrated in existing curricular opportunities or provided through additional curricular offerings.
- G. “Experiential learning” means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job

shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, other cooperative work experiences, youth apprenticeship, or employment.

- H. “Institutional racism” means structures, policies, and practices within and across institutions that produce outcomes that disadvantage those who are Black, Indigenous, and People of Color.
- I. “Instruction” means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements including applied and experiential learning.
- J. “Performance measures” are measures to determine school district and school site progress toward curricular and instructional goals and include:
  - 1. measures that are aligned with what is being taught, collects timely information, and provides meaningful interpretations to the people who will be making decisions.
  - 2. standardized norm-referenced tests, curriculum-referenced tests, ability tests, state-required tests and assessments, and other appropriate performance measures.
  - 3. analysis of the opportunity gap between white students and students of color and other historically marginalized students.
- K. “World’s best workforce” means striving to: meet school readiness goals; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and student not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.

#### **IV. CONTINUOUS IMPROVEMENT PLANS**

- A. Each ISD 917 Principal/Assistant Director shall adopt a comprehensive, continuous improvement plan to support and improve learning and teaching that is aligned with state and federal regulations and includes the following:
  - 1. clearly defined goals and benchmarks for instruction and student achievement for all students;
  - 2. a process to assess and evaluate each student’s progress toward meeting state and local academic standards, and identifying the strengths and weaknesses of instruction in pursuit of student and school success and curriculum affecting students’ progress and growth toward career and college readiness;
  - 3. a system to periodically review and evaluate the effectiveness of all

instruction and curriculum, taking into account strategies and best practices, student outcomes, principal evaluations under Minnesota Statutes, section 123B.147, subdivision 3, students' access to effective teachers who are members of populations under-represented among the licensed teachers in the district or school and who reflect the diversity of enrolled students under Minnesota Statutes, section 120B.35, subdivision 3(b)(2), and teacher evaluations under Minnesota Statutes, section 122A.40, subdivision. 8, or 122A.41, subdivision 5;

4. strategies for improving instruction, curriculum, and student achievement,
5. a process to implement strategies to support students from historically marginalized groups,
6. education effectiveness practices that
  - a. integrate high-quality instruction, instructional and assistive technology, and curriculum that is accurate, antiracist, and culturally sustaining;
  - b. ensure learning and work environments validate, affirm, embrace, and integrate cultural and community strengths for all students, families, and employees;
  - c. provide a collaborative professional culture that seeks to retain qualified, racially and ethnically diverse staff effective at working with diverse students while developing and supporting teacher quality performance, and effectiveness;
7. a system to periodically review and evaluate the effectiveness of continuous improvement plans, including: instruction and curriculum, strategies and best practices, and student outcomes.

B. Goals for the Continuous Improvement Plan shall include the following:

1. Student Achievement and Engagement,
2. Social-Emotional Learning, and
3. Equity.
4. Every child is reading at their ability level. Students who are not at their ability level are receiving support in achieving their individualized reading goals.

**Legal References:** Minn. Stat. § 120B.018 (Definitions)  
Minn. Stat. § 120B.02 (Educational Expectations and Graduation)

Requirements for Minnesota Students)  
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement; Striving for the World's Best Workforce)  
Minn. Stat. § 120B.12 (Read Act Goal and Interventions)  
Minn. Stat. § 120B.30, Subd. 1 (Statewide Testing and Reporting System)  
Minn. Stat. § 120B.35, Subd. 3 (Student Academic Achievement and Growth)  
Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)  
Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)  
Minn. Stat. § 123B.147, Subd. 3 (Principals)  
Minn. Stat. § 125A.56, Subd. 1 (Alternate Instruction Required before Assessment Referral) 20 U.S.C. § 5801, *et seq.* (National Education Goals 2000)  
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

***Cross References:*** MSBA/MASA Model Policy 104 (School District Mission Statement)  
MSBA/MASA Model Policy 613 (Graduation Requirements)  
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)  
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
MSBA/MASA Model Policy 616 (School District System Accountability)  
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)

## 603 CURRICULUM DEVELOPMENT

### I. PURPOSE

The purpose of this policy is to provide direction for continuous review and improvement of the school curriculum ~~that comply with requirements established by federal and state educational agencies.~~

### II. GENERAL STATEMENT OF POLICY

Curriculum development shall be directed toward the fulfillment of the goals and objectives of the education program of the school district. ~~The policy of the school district is to align its curriculum with all federal and state requirements established by law.~~

### III. RESPONSIBILITY

~~A.~~ The Director of Teaching and Learning shall be responsible for curriculum development and for determining the most effective way of conducting research on the school district's curriculum needs and establishing a long-range curriculum development ~~program~~plan. Timelines shall be determined by the Director of Teaching and Learning that will provide for periodic reviews of each curriculum area.

### IV. District Advisory Committee

A. The school board shall **must** delegate to the Director of Teaching and Learning to establish an advisory committee to ensure active community participation in all phases of planning and improving the instruction and curriculum affecting state and district academic standards.

A.B. The ~~D~~istrict Aadvisory Ccommittee, to the extent possible, shall **must** reflect the diversity of the district and its school sites, include teachers, parents or guardians, support staff, students, and other community residents, and provide translation to the extent appropriate and practicable. Whenever possible, parents or guardians and other community residents shall **must** comprise at least two-thirds of advisory committee members.

B.C. The ~~D~~istrict Aadvisory Ccommittee shall **must** pursue community support to accelerate the academic and native literacy and achievement of multilingual~~English~~ learners with varied needs, from young children to adults, consistent with Minnesota Statutes, section 124D.59, subdivisions 2 and 2a.

~~C.D.~~ The **school** district may establish site teams as subcommittees of the ~~D~~istrict ~~A~~advisory ~~C~~committee.

~~D.E.~~ The ~~D~~istrict ~~A~~advisory ~~C~~committee shall **must** recommend to the school board

1. rigorous academic standards, student achievement goals and measures consistent with Minnesota Statutes, sections 120B.11, subdivision 1a, ~~section 120B.022~~, subdivisions 1a and 1b, and ~~section 120B.35~~;
2. district assessments;
3. means to improve students' equitable access to effective and more diverse teachers; ~~strategies to ensure the curriculum is accurate, anti, and~~
4. program evaluations.

~~E.~~ **F.** School sites may expand upon district evaluations of instruction, curriculum, assessments, or programs.

## V. Curriculum Development Process

~~A.~~ ~~Within the ongoing process of curriculum development, the following needs shall be addressed:~~

- ~~1. Provide for articulation of courses of study from early childhood through transition.~~
- ~~2. Provide for continuing evaluation of programs for the purpose of attaining school district objectives.~~
- ~~3. Provide a program for assessing students' academic needs and ongoing monitoring of student progress.~~
- ~~4. Provide for specific, particular, and special needs of all members of the student community. Develop a local literacy plan to improve reading for every student.~~

~~5.~~ ~~Meet all applicable requirements of the Minnesota Department of Education and federal law.~~

A. The Director of Teaching and Learning shall be responsible for keeping the school board informed of all state-mandated curriculum changes, as well as recommended discretionary changes, and for periodically presenting recommended modifications for school board review and approval.

B. The Director of Teaching and Learning shall have discretionary authority to develop guidelines and directives to implement school board policy relating to curriculum

development.

*Legal References:* Minn. Stat. § 120B.10 (Findings; Improving Instruction and Curriculum)  
Minn. Stat. § 120B.11 (School District Process [for Reviewing Curriculum, Instruction, and Student Achievement](#))  
Minn. Stat. § 120B.12 (Reading Proficiently No Later than the End of Grade 3)  
Minn. Stat. § 120B.125(f) (Planning for Students' Successful Transition to Postsecondary Education and Employment; [Personal Learning Plans](#))  
[Minn. Stat. § 124D.59 \(Definitions\)](#)  
Minn. Rules Part 3500.0550 (Inclusive Educational Program)  
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)  
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
Minn. Rules Part 3501.0820 (Academic Standards for the Arts)  
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)  
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)  
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)  
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)  
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

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

MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)  
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)  
MSBA/MASA Model Policy 619 (Staff Development for Standards)  
MSBA/MASA Model Policy 620 (Credit for Learning)  
MSBA/MASA Model Policy 623 (Mandatory Summer School Instruction)

## **616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY**

### **I. PURPOSE**

**The purpose of this policy is to focus public education strategies on a process that promotes higher academic achievement for all students and ensures community participation in decisions regarding implementation of the Minnesota K-12 Academic Standards and federal law.**

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

Implementation of the Minnesota Academic Standards and federal law requires accountability for Minnesota independent school districts. Intermediate School District 917 will support its member school districts which establish a system of transition to the graduation requirements of the Minnesota Academic Standards. The school district also established a system to review and improve instruction, curriculum, and assessment. Intermediate School District 917 is accountable to member districts.

### **III. DEFINITIONS**

- A. **“Credit” means a student’s successful completion of an academic year of study or a student’s mastery of the applicable subject matter, as determined by the school district.**
- B. **“World’s best workforce” means striving to: meet school readiness goals; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.**

## **IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION AND REPORTING**

### **A. Continuous Improvement Plans**

- 1. Each ISD 917 Principal/Assistant Director shall adopt a comprehensive, continuous improvement plan to support and improve learning and teaching that is aligned with the district strategic directions, state and federal regulations.**
- 2. Site Continuous Improvement Plan goals and progress towards those goals will be posted on the district website.**

**B. System for Reviewing All Instruction and Curriculum. Incorporated in the process will be analysis of the school district's progress toward implementation of the Minnesota Academic Standards, Instruction and curriculum shall be reviewed and evaluated by taking into account strategies and best practices, student outcomes, principal evaluations under Minnesota Statutes section 123B.147, and teacher evaluations under Minnesota Statutes section 122A.40 or 122A.41.**

**1. The Director of Teaching and Learning will establish a curriculum review cycle.**

**C. Implementation of Graduation Requirements.**

**1. Intermediate School District 917 follows the guidance of member districts for local graduation requirements.**

2. Intermediate School District 917 Secondary Schools follows the guidance of member districts for local and ISD 917 graduation requirements.

***Legal References:*** 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

***Cross References:*** ISD 917 Policy 104 (School District Mission Statement)  
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)  
MSBA/MASA Model Policy 613 (Graduation Requirements)  
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)

## **620 CREDIT FOR LEARNING**

### **I. PURPOSE**

~~The purpose of this policy is to recognize~~ **This policy recognizes** student achievement ~~which that~~ occurs in postsecondary enrollment option and other advanced enrichment programs. ~~The purpose of this This~~ policy also ~~is to~~ recognizes student achievement that occurs in other schools, in alternative learning sites, and in out-of-school experiences such as community organizations, work-based learning, and other educational activities and opportunities. ~~The purpose of this policy also is to~~ **This policy addresses** the transfer of student credit from out-of-state, private, or home schools and online learning programs and to address how the school district will recognize student achievement obtained outside of the school district.

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

The policy of the school district is to provide a process for awarding students credit toward graduation requirements for credits and grades students complete in other schools, postsecondary or higher education institutions, other learning environments, and online courses and programs.

### **III. DEFINITIONS**

- A. “Accredited school” means a school that is accredited by an accrediting agency, recognized according to Minnesota Statutes section 123B.445 or recognized by the Commissioner of the Minnesota Department of Education (Commissioner).
- B. **“Concurrent enrollment” means nonsectarian courses in which an eligible pupil under subdivision 5 or 5b enrolls to earn both secondary and postsecondary credits, are taught by a secondary teacher or a postsecondary faculty member, and are offered at a high school for which the district is eligible to receive concurrent enrollment program aid under Minnesota Statutes, section 124d.091.** ~~“Blended learning” is a form of digital learning that occurs when a student learns part time in a supervised physical setting and part time through digital delivery of instruction, or a student learns in a supervised physical setting where technology is used as a primary method to deliver instruction.~~
- C. **“Course” means a course or program.**
- ~~C. “Commissioner” means the Commissioner of MDE.~~
- ~~D. “Digital learning” is learning facilitated by technology that offers students an~~

~~element of control over the time, place, path, or pace of their learning and includes blended and online learning.~~

- E. “Eligible institution” means a Minnesota public postsecondary institution, a private, nonprofit two-year trade and technical school granting associate degrees, an opportunities industrialization center accredited by an accreditor recognized by the United States Department of Education, or a private, residential, two-year or four-year, liberal arts, degree-granting college or university located in Minnesota. An eligible institution must not require a faith statement from a secondary student seeking to enroll in a postsecondary course under this section during the application process or base any part of the admission decision on a student's race, creed, ethnicity, disability, gender, or sexual orientation or religious beliefs or affiliations.
- F. “Nonpublic school” is a private school or home school in which a child is provided instruction in compliance with the Minnesota compulsory attendance laws.
- G. ~~“Online learning” is a form of digital learning delivered by an approved online learning provider.~~
- ~~H. “Online learning provider” is a school district, an intermediate school district, an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that provides online learning to students and is approved by MDE to provide online learning courses.~~

#### IV. TRANSFER OF CREDIT FROM OTHER SCHOOLS

- A. Transfer of Academic Requirements from Other Minnesota Public Secondary Schools
  - 1. The school district will accept and transfer secondary credits and grades awarded to a student from another Minnesota public secondary school upon presentation of a certified transcript from the transferring public secondary school evidencing the course taken and the grade and credit awarded.
- B. Transfer of Academic Requirements from Other Schools
  - 1. The school district will accept secondary credits and grades awarded to a student for courses successfully completed at a public school outside of Minnesota or an accredited nonpublic school upon presentation of a certified transcript from the transferring public school in another state or nonpublic school evidencing the course taken and the grade and credit awarded.
    - a. When a determination is made that the content of the course aligns directly with school district graduation requirements, the student will be awarded commensurate credits and grades.

- b. In the event the content of a course taken at an accredited nonpublic school or public school in another state does not fully align with the content of the school district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements. Credit that does not fully align with the school district's high school graduation requirements will not be used to compute honor roll and/or class rank.
- 2. Students transferring from a non-accredited, nonpublic school shall receive credit from the school district upon presentation of a transcript or other documentation evidencing the course taken and grade and credit awarded.
  - a. Students will be required to provide copies of course descriptions, syllabi, or work samples for determination of appropriate credit. In addition, students also may be asked to provide interviews/conferences with the student and/or student's parent and/or former administrator or teacher; review of a record of the student's entire curriculum at the nonpublic school; and review of the student's complete record of academic achievement.
  - b. Where the school district determines that a course completed by a student at a non-accredited, nonpublic school is commensurate with school district graduation requirements, credit shall be awarded, but the grade shall be "P" (pass).
  - c. In the event the content of a course taken at a non-accredited, nonpublic school does not fully align with the content of the school district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements.

**C. A student must provide the school with a copy of the student's grades in each course taken for secondary credit under this policy, including interim or nonfinal grades earned during the academic term.**

## V. POSTSECONDARY ENROLLMENT CREDIT

- A. A student who satisfactorily completes a postsecondary enrollment options course or program under Minnesota Statutes section 124D.09 that has been approved as meeting the necessary requirements is not required to complete other requirements of the ~~Minnesota Academic Standards content standards~~ **academic standards** corresponding to that specific rigorous course of study.
- B. Secondary credits granted to a student through a postsecondary enrollment options course or program ~~that meets or exceeds a graduation standard or requirement shall~~ **must** be counted toward the graduation ~~and credit requirements of a student~~

~~completing the Minnesota Academic Standards.~~ **and subject area requirements of the district.**

1. Course credit will be considered by the school district only upon presentation of a certified transcript from an eligible institution evidencing the course taken and the grade and credit awarded.
  2. Seven quarter or four semester postsecondary credits shall equal at least one full year of high school credit. Fewer postsecondary credits may be prorated.
  3. When a determination is made that the content of the postsecondary course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.
  4. In the event the content of the postsecondary course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.
  5. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner, who shall determine the number of credits that shall be granted to a student.
  6. When secondary credit is granted for postsecondary credits taken by a student, the school district will record those credits on the student's transcript as credits earned at a postsecondary institution.
- C. A list of the courses or programs meeting the necessary requirements may be obtained from the school district.
- D. By the earlier of (1) three weeks prior to the date by which a student must register for district courses for the following school year, or (2) March 1 of each year, the school district must provide up-to-date information on the district's website and in materials that are distributed to parents and students about the program, including information about enrollment requirements and the ability to earn postsecondary credit to all pupils in grades 8, 9, 10, and 11.**

## ~~VI. CREDIT FROM ONLINE LEARNING COURSES~~

- ~~A. Secondary credits granted to a student through an online learning course or program that meets or exceeds a graduation standard or requirement shall be counted toward the graduation and credit requirements of a student completing the Minnesota~~

~~Academic Standards.~~

- ~~B. Course credit will be considered only upon official documentation from the online learning provider evidencing the course taken and the grade and credit awarded to the student.~~
- ~~C. When a student provides documentation from an online learning provider, the course credit and course grade shall be recorded and counted toward graduation credit requirements for all courses or programs that meet or exceed the school district's graduation requirements in the same manner as credits are awarded for students transferring from another Minnesota public school as set forth in Section IV.A. above.~~

**VI. CREDIT FOR EMPLOYMENT WITH HEALTH CARE PROVIDERS**

**Consistent with the career and technical pathways program, a student in grade 11 or 12 who is employed by an institutional long-term care or licensed assisted living facility, a home and community-based services and supports provider, a hospital or health system clinic, or a child care center may earn up to two elective credits each year toward graduation under Minnesota Statutes, section 120B.024, subdivision 1, paragraph (a), clause (7), at the discretion of the enrolling school district. A student may earn one elective credit for every 350 hours worked, including hours worked during summer. A student who is employed by an eligible employer must submit an application, in the form or manner required by the school district, for elective credit to the school district in order to receive elective credit. The school district must verify the hours worked with the employer before awarding elective credit.**

**VII. ADVANCED ACADEMIC CREDIT**

- A. The school district will grant academic credit to a student attending an accelerated or advanced academic course offered by a higher education institution or a nonprofit public agency, other than the school district.
- B. Course credit will be considered only upon official documentation from the higher education institution or nonprofit public agency that the student successfully completed the course attended and passed an examination approved by the school district.
- C. When a determination is made that the content of the advanced academic course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.
- D. In the event the content of the advanced academic course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as

an elective course credit applied toward graduation requirements.

- E. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner and request a determination of the number of credits that shall be granted to a student.

### **VIII. PROCESS FOR AWARDING CREDIT**

- A. The building principal will be responsible for carrying out the process to award credits and grades pursuant to this policy. The building principal will notify students in writing of the decision as to how credits and grades will be awarded.
- B. A student or the student's parent or guardian may seek reconsideration of the decision by the building principal as to credits and/or grades awarded upon request of a student or the student's parent or guardian if the request is made in writing to the superintendent within five school days of the date of the building principal's decision. The request should set forth the credit and/or grade requested and the reason(s) why credit(s)/grade(s) should be provided as requested. Any pertinent documentation in support of the request should be submitted.
- C. The decision of the superintendent as to the award of credits or grades shall be a final decision by the school district and shall not be appealable by the student or student's parent or guardian except as set forth in Section IX.D. below.
- D. If a student disputes the number of credits granted by the school district for a particular postsecondary enrollment course, or advanced academic credit course, the student may appeal the school district's decision to the Commissioner. The decision of the Commissioner shall be final.
- E. At any time during the process, the building principal or superintendent may ask for course descriptions, syllabi, or work samples from a course where content of the course is in question for purposes of determining alignment with graduation requirements or the number of credits to be granted. Students will not be provided credit until requested documentation is available for review, if requested.

**Legal References:** Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)  
Minn. Stat. § 120B.021 (Required Academic Standards)  
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement; Striving for the World's Best Workforce)  
Minn. Stat. § 120B.14 (Advanced Academic Credit)  
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)  
Minn. Stat. § 123B.445 (Nonpublic Education Council)  
Minn. Stat. § 124D.03, Subd. 9 (Enrollment Options Program)

Minn. Stat. § 124D.09 (Postsecondary Enrollment Options Act)  
Minn. Stat. § 124D.094 (Online Instruction Act)  
~~Minn. Stat. § 124D.095 (Online Learning Option)~~  
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)  
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
Minn. Rules Parts 3501.0820 Academic Standards for the Arts)  
Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)  
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)  
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)  
Minn. Rules Parts 3501.1400-3501-1410 (Academic Standards for Physical Education)

***Cross References:*** MSBA/MASA Model Policy 104 (School District Mission Statement)  
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)  
MSBA/MASA Model Policy 613 (Graduation Requirements)  
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)  
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