



**ROCK RIDGE PUBLIC SCHOOLS
1405 PROGRESS PARKWAY
VIRGINIA MN 55792**

**Regular Meeting
Monday, November 13, 2023 at 6:00 PM
Rock Ridge Administration Building, 1405 Progress Parkway,
Virginia, MN 55792**

AGENDA

1. Call to order.
2. Approval of agenda.
3. Recognition of visitors and visitor input.
4. Consent Agenda:
 1. Approval of October 23, 2023 regular meeting minutes. 4
 2. Approval of hire of fall coaches for the 2023-2024 school year: Chris Ismail (Head Cross Country \$5,732), Ben Norman (Junior High Cross Country \$3,105), Kortney Rosati (Co-Head Girls Tennis \$4,776.50), Jessica Kralich (Co-Head Girls Tennis \$4,776.50).
 3. Approval of additional duty of Lunch Supervisor for quarters 2, 3, & 4 for the 2023-2024 school year for Jessica Kortekaas with a stipend of \$2,149.50.
 4. Approval of additional duty of I Love to Read Coordinator (PES) for the 2023-2024 school year for Meggie Schroeder with a stipend of \$478.
 5. Approval of hire of Mary Ratzlaff for the Paraprofessional position with a stipend of \$18.47/hour effective October 31, 2023.
 6. Approval of hire of Robert Kelson for the Junior High Boys Swimming Coach position for the 2023-2024 school year with a stipend of \$3,105.
 7. Approval of hire of Tom Norman for the C Boys Basketball Coach position for the 2023-2024 school year with a stipend of \$3,821.
 8. Approval of hire of Alyssia Pucel for the Assistant Dance Coach position for the 2023-2024 school year with a stipend of \$4,538.

9. Approval of hire of Alicia Schroeder for the 7th Grade Girls Basketball Coach position for the 2023-2024 school year with a stipend of \$3,105.	
10. Approval of hire of returning winter coaches for the 2023-2024 school year (see list included).	6
11. Approval of transfer of Charlotte Hill, Paraprofessional, from North Star to Laurentian Elementary (#998) effective November 6, 2023 through May 16, 2024.	
12. Approval of volunteer coach for the 2023-2024 school year: Bethany Held (Dance).	
13. Approval of unpaid leave of absence for Karee Hancock, Paraprofessional, following the exhaustion of paid leave, through January 1, 2024.	
14. Acceptance of resignation for the purpose of retirement of Joseph Sorcan effective December 1, 2023.	
15. Approval of termination of Kaitlin Winder from the Paraprofessional position effective November 3, 2023.	
16. Acceptance and appreciation of a donation of clothing, shoes, and boots to Parkview Elementary from Local 6860 United Taconite Women of Steel.	
5. Reports:	
1. RRHS Principal's Report.	
2. Strategic Plan updates.	7
3. School to Work/Fundraising update.	
4. Gilbert school Do-Bid Auction update.	
5. Parkview security and access control update.	
6. Student and staff 1:1 lease options.	
7. Superintendent.	
1. Elementary IXL Math hours and Math MCA scores - 2022-2023 school year	18
2. Rough draft estimates for current and future demo and building needs.	19
8. Treasurer's Report.	20
6. Policy 520: Student Surveys - Second Reading.	35
7. Administration Items:	
1. Consider approval of a quote for a snowplow purchase.	41
2. Consider approval of a uniform patch to be worn on Rock Ridge girls' hockey jerseys as a tribute to Katie Johnson, a Rock Ridge student-athlete who was injured in a car accident.	46
3. Consider approval of 2024 RAMS (Range Association of Municipalities and Schools) membership dues in the amount of \$2,100.	47
4. Consider submitting a nomination for RAMS Board of Directors for a two-year seat (1/1/2024-12/31/2025).	49
5. Consider approval of new and updated job descriptions.	52
6. Consider approval of an increase in hours from 32 to 40 hours per week with an increase in salary based on current hourly wage for Stephanie McDermid, Finance Assistant/Payroll, effective November 14, 2023.	76
7. Consider approval of an increase in hours from 37.5 to 40 hours per week with an increase in salary based on current hourly wage for Stacie Lamppa, Administrative Assistant, effective November 14, 2023.	79
8. Consider approval of Resolution of Governing Board Supporting Form	82

A Application to MSHSL Foundation.

9. Consider approval of Resolution Establishing Combined Polling Places for School District Elections Not Held On The Day Of A Statewide Election. 83

8. Meeting Announcements:

1. The next regular meeting will be Monday, November 27, 2023 at 6:00 PM at the Rock Ridge Administration Building, 1405 Progress Pkwy, Virginia.

9. Adjournment.

**OFFICE OF THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 2909
MONDAY, OCTOBER 23, 2023, 6:00 P.M.**

**ROCK RIDGE ADMINISTRATION BUILDING, 1405 PROGRESS PARKWAY, VIRGINIA, MN 55792
MINUTES OF THE REGULAR SCHOOL BOARD MEETING**

Members Present:

Bill Addy Tim Riordan
Nicole Culbert-Dahl Pollyann Sorcan
Brandi Lautigar John Uhan
 Lisa Westby

Other Staff Present:

Dr. Noel Schmidt, Superintendent
Angie Williams, Laurentian Principal
Mike Hoag, Director of Maintenance

Members Absent: None

- I. Chair ADDY called the regular meeting to order at 6:00 P.M.
- II. **APPROVE AGENDA:**
- A. Motion to **approve the agenda** made by UHAN, seconded by LAUTIGAR.
- B. SORCAN requested an update on the results of the Do-Bid auction of excess school items in the Gilbert school building. Request was added under Superintendent’s Report.
- C. UHAN amended his motion to include SORCAN’S request for a Do-Bid update. Motion passed unanimously.
- III. **RECOGNITION OF VISITORS AND VISITOR INPUT:** None.
- IV. **CM QUARTERLY PRESENTATION.**
- A. Kraus-Anderson provided the North Star Elementary and Demo Quarterly Reports.
- B. A working session was scheduled for November 13 at 4:30 P.M. for the school board to take a walking site tour of North Star Elementary.
- C. Motion to **approve Contract Amendment No. 11 to Construction Manager Agreement** made by UHAN, seconded by RIORDAN. Motion passed unanimously.
- V. **GILBERT ABATEMENT & DEMO BID RESULTS PRESENTATION.**
- A. Kraus-Anderson presented the Gilbert abatement and demo bid results.
- B. Motion to **approve the Gilbert demo bid results** made by LAUTIGAR, seconded by CULBERT-DAHL. Motion passed unanimously.
- VI. **CONSENT AGENDA:**
- A. Motion to **approve the Consent Agenda** made by UHAN, seconded by RIORDAN.
- B. SORCAN requested that the information given about the interactive anatomy table at the October 9, 2023 meeting be corrected. The table is manufactured by MedVision in Tampa, FL, not Russia, and there would not be customer service issues as stated at the previous meeting.
- C. Motion passed unanimously.
1. Approval of October 9, 2023 regular meeting minutes.
2. Approval of volunteer coach for the 2023-2024 school year: Madison Lutzka (Girls Hockey).
3. Approval of additional duty for the 2023-2024 school year for the following staff at Rock Ridge High School: Lunch Supervision Full Year (stipend of \$2,866 each) - Taryn Greiner, Kyle Hammer.
4. Approval of hire of Kaitlin Winder for the Paraprofessional position at a rate of \$18.47/hour effective October 16, 2023.
5. Approval of hire of Briana Negen for the Paraprofessional position at a rate of \$18.47/hour effective November 1, 2023.

6. Approval of hire of Leah Ryan for the Junior High Speech Coach position with a stipend of \$1,500 effective December 1, 2023.
7. Approval of hire of Chelsea Winans for the Long-Term Substitute Teacher position (PES) with a salary of \$45,085 (Step A - BA) prorated effective January 2, 2024 through April 3, 2024.
8. Acceptance of resignation of Cindy Gulbranson from the Paraprofessional position effective October 9, 2023.
9. Acceptance of resignation of Matt Anderson from the Head Boys' Track & Field Coach position effective October 15, 2023.
10. Acceptance of resignation of Bethany Nygaard from the Paraprofessional position effective October 15, 2023.
11. Acceptance of resignation of Mike Koskela from the Paraprofessional position effective October 27, 2023.
12. Approval of out-of-state travel for the following staff members to the Regional Powerschool User Group Conference (PSUG) on November 5-7, 2023 in Madison, WI: Elisa Boe, Tricia Fierst, Robert Kreegier, Cierra Brelie.

VII. **REPORTS:**

- A. Motion to **approve the payment of the bills** made by UHAN, seconded by WESTBY. Motion passed unanimously.
- B. Principal Angie Williams provided an update on the events going on at Laurentian Elementary.
- C. Supt. Schmidt provided information about the Do-Bid auction at the Gilbert campus. He also mentioned that representatives from MNDotT will be coming to an upcoming board meeting to discuss the Highway 53 Project. Also, individuals will be attending an upcoming board meeting to discuss the progress of the Strategic Plan.

VIII. **POLICIES – FIRST READING:**

- A. Motion to **approve the first reading of policy 520 Student Surveys** made by LAUTIGAR, seconded by UHAN.
- B. Following discussion, RIORDAN motioned to **call the question**, seconded by UHAN. Motion failed with WESTBY, SORCAN, and CULBERT-DAHL voting NO. (A 2/3 vote is required to pass.)
- C. With no further discussion, however, motion by LAUTIGAR passed 4-3 with WESTBY, SORCAN, and CULBERT-DAHL voting NO.

IX. **POLICIES – THIRD READING:**

- A. Motion to **approve the third reading of policies 504 Student Dress and Appearance and 515 Protection and Privacy of Pupil Records** made by RIORDAN, seconded by UHAN. Motion passed unanimously.

X. **ADMINISTRATION:**

- A. Motion to **approve the quote from StageRight for new choir risers** made by UHAN, seconded by LAUTIGAR. Motion passed unanimously.

XI. **MEETING ANNOUNCEMENTS** were made.

XII. **ADJOURNMENT:** Meeting adjourned at 7:29 P.M.

CHAIR - BILL ADDY

CLERK – BRANDI LAUTIGAR

23-24 WINTER RETURNING COACHES		
ALPINE SKIING BOYS/GIRLS		
Benji Neff	Co-Coach	\$4,458.00
Lance Larson	Co-Coach	\$4,458.00
Eli Litte	Co-Coach	\$4,456.00
BOYS BASKETBALL		
Spencer Aune	Head Coach	\$7,403.00
Derek Aho	Asst Coach	\$5,015.00
Drew Aho	Asst Coach	\$5,015.00
Mike Williams	8th Grade Coach	\$3,105.00
Brian Skadsem	7th Grade Coach	\$3,105.00
GIRLS BASKETBALL		
Byron Negen	Head Coach	\$7,403.00
Kyle Lamppa	Asst Coach	\$5,015.00
Kyle Lawrence	JV Coach	\$5,015.00
Gena Flank	C Team Coach	\$3,821.00
Dave Hillman	8th Grade Coach	\$3,105.00
DANCE TEAM		
Emily Jankila	Head Coach	\$5,732.00
BOYS HOCKEY		
Ben Johnson	Head Coach	\$7,403.00
Ryan Cobby	Asst Coach	\$5,015.00
Evan Friedlieb	Asst Coach	\$5,015.00
GIRLS HOCKEY		
Patricia Elsmore	Head Coach	\$7,403.00
Kassie Strand	Asst Coach	\$5,015.00
Jeff Ralston	JV Coach	\$5,015.00
KNOWLEDGE BOWL		
Liam Conger	11th-12th Grade	\$1,433.00
Liam Conger	9th-10th Grade	\$1,433.00
Ben Norman	JH Advisor	\$1,433.00
POM PONS		
Emily Jankila	Head Coach	\$3,105.00
WRESTLING		
Dennis Benz	Head Coach	\$6,209.00
Garrett Benz	Asst Coach	\$4,538.00
Matt Strawser	Asst Coach	\$4,538.00
Tyler Wallner	JH Coach	\$3,105.00

Bring all of our new buildings online and ready for instructional use and shut down the old schools.

Philosophy:

- Rock Ridge is committed to providing all K-12 students with a digital device to aid in their learning.
- Rock Ridge is committed to providing all teachers with a digital device to aid in their instruction.
- Rock Ridge is committed to providing a reliable network and instructional systems.
- Rock Ridge is committed to providing secure and safe facilities.

EXPLORING	EMERGING	SUSTAINING	EXTENDING
<ul style="list-style-type: none"> ● Some grade levels are 1-1 but not all students have a device. ● Staff have access to a computer. ● Classroom AV systems are installed, but not fully functioning. ● Door access components installed, but not functioning ● Camera Security system installed but not functioning ● Usable technology components not identified in old buildings. ● District begins thinking about hiring individual for managing public and building performance technology. 	<ul style="list-style-type: none"> ● All high school students have a device. ● All staff have a laptop. ● Classroom AV systems are installed, and working, but staff don't know how to use them. ● Door access components installed, some but not all staff have appropriate access. ● Camera Security system installed but not archiving. ● Usable technology components identified in old buildings. ● District has processes and procedures in place to hire individual for managing public and building performance technology. 	<ul style="list-style-type: none"> ● All students K-12 have a device. ● All staff have a laptop and tablet device. ● Classroom AV systems are installed and working, staff are trained how to use them. ● For security and safety, all door access components installed, all staff have access to the buildings they need. ● For security and safety, all camera security systems installed and provide a month of archived video. ● Usable technology components identified in old buildings and removed for sale or re-use. ● District has individual hired for managing public and building performance technology. ● Camera Security system installed but not archiving. 	<ul style="list-style-type: none"> ● All students Pre-K-12 have a device. ● All Staff have both a laptop and tablet device that are used to provide a collaborative learning environment. ● Classroom AV systems are installed and working, staff are using these systems for collaborative teaching and student led instruction. ● Door access components installed, all staff have access to the buildings they need. ● Camera Security system installed and provides a month of archived video. ● Usable technology components identified in old buildings and removed for sale or re-use. ● District has efficient and effective building performance technology support.

Lagging indicators

All students and staff have a 1:1 device. **Yes as of FY 20-21 Every Student K-12 has an iPad, Every Teacher has a Laptop and iPad, and every Paraprofessional has an iPad.**
 Door access and classroom AV system and cameras installed per specifications. **Partially LES 95% complete RRHS 85% complete, NSE TBD**
 We have identified usable technology components for sale or re-use. **ROOS / VHS complete, In Progress EG Campuses**
 We have removed usable technology components from older buildings. **ROOS / VHS complete, In Progress EG Campuses**

Leading Indicators

All students and staff are proficient with their 1:1 device.
 Teachers are collaborating on instructional topics. **RRHS teachers are beginning to collaborate in some departments, continued PLC and Academy staff development will increase collaboration.**
 Students are leading instruction. **I am aware of one student that is leading instruction.**
 Usable technology components from older buildings are being removed. **Complete from ROOS / VHS, ongoing at the EG Campuses.**
 Door access, classroom AV systems, and cameras ordered and placements in buildings determined. **LES, RRHS, NSE are complete, PE and Admin ongoing.**

All custodians and their work details and duties and assignments, will be finalized in all new buildings and older buildings.

Philosophy:

- Rock Ridge is committed to having a clean environment for our students and staff
- Rock Ridge is committed to having staff properly trained
- Rock Ridge is committed to having safe work environment

Resources:

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- [Link inserted here in blue color](#)
- [Link inserted here in blue color](#)

EXPLORING	EMERGING	SUSTAINING	EXTENDING
<ul style="list-style-type: none"> • Research current building custodial and maintenance needs and consider placement of maintenance and custodial staff. <ul style="list-style-type: none"> ○ Working on how it is going to look and identifying needs. • Training of custodians and staff has started <ul style="list-style-type: none"> ○ Many new building trainings have been completed. 	<ul style="list-style-type: none"> • Continual readjusting of staff as new buildings open and old buildings close. <ul style="list-style-type: none"> ○ In the process • Training of custodians and staff is mostly completed <ul style="list-style-type: none"> ○ For the new facilities and is continuous... 	<ul style="list-style-type: none"> • All custodians will have their work details and duties and assignments • Properly Train Custodial/Maintenance staff in new cleaning areas by square footage in the new buildings. 	<ul style="list-style-type: none"> • Custodial and staff assignments will be determined by square footage formulas • All custodians and staff will have the skills and training to perform multiple job duties

Lagging indicators:

Custodians and staff complete work details and assignments. [Custodian staff are placed in new buildings–Laurentian and High School 10/18/2023](#)

Leading Indicators:

Custodians and staff will be trained. [All HS staff has been trained new custodial equipment with more training to follow this school year. Laurentian has older equipment. 10/18/2023](#)

Custodians and staff will be properly assigned. [Still in process working through issues. 10/18/2023. High School day shift is properly assigned. High school PM staff in process and getting staff in locations they are successful.](#)

Square footage per custodian and staff will be initiated and completed. [Still in Progress. The report by Hilliard should be complete by 12/01/2023](#)

Achieve efficiency in the management of all of our athletic facilities including training staff and performance in turf management

Philosophy:

- Rock Ridge is committed to having a clean environment for our students and staff
- Rock Ridge is committed to having staff properly trained
- Rock Ridge is committed to having safe work environment

Resources:

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EXPLORING	EMERGING	SUSTAINING	EXTENDING
<ul style="list-style-type: none"> • Analyze what equipment and what staff we will need to take care of turf maintenance. <ul style="list-style-type: none"> ○ Have purchased necessary equipment for all facilities. <ul style="list-style-type: none"> ■ Waiting to assess old equipment when the buildings close. • All turf fields are properly maintained <ul style="list-style-type: none"> ○ Yes, we have been trained, with more training coming as needed. 	<ul style="list-style-type: none"> • Make a two year schedule of continual training for staff on turf maintenance • All turf fields are properly maintained 	<ul style="list-style-type: none"> • Make a five year schedule of continual training for staff on turf maintenance • All turf fields are properly maintained 	<ul style="list-style-type: none"> • Make a ten year schedule of continual training for staff on turf maintenance • All turf fields are properly maintained

Lagging indicators:

Games and practices are successfully held on turf fields. This is currently happening. *All home games and most practices are held on turf fields.*

Leading Indicators:

We have the proper equipment to perform our turf maintenance procedures. *Equipment has been purchased, such as snowblower attachment for John deer loader, (plow) pusher that is made for turf fields, sweeper and raker. 9/01/2023* Staff are properly performing their turf maintenance procedures. *Staff are performing maintenance on all turf fields on a regular scheduled basis. Fields are dragged and raked once per week. Weeds growing on turf are eliminated with recommended spray. Training on fields is an ongoing process. For example, Proctor field personnel helped train our maintenance staff in late September. Plan on attending field maintenance and turf maintenance workshop (4 employees) in spring.*

We will provide safe and efficient transportation to all students at the lowest possible district cost.

- Philosophy:**
 Rock Ridge is committed to provide all PreK -12 students with transportation that is safe and efficient at the lowest possible cost to the district.
 Rock Ridge is committed to provide students with an up to date fleet of buses that provides modern technology for the learning process.
 Rock Ridge is committed to providing training for employees involved in transportation in order to provide a positive and safe experience for students riding district buses.

- Resources:**
- www.transfinder.com
 - www.hoglundbus.com
 - www.telingroup.co

EXPLORING	EMERGING	SUSTAINING	EXTENDING
<ul style="list-style-type: none"> • Hold meetings with the district's bus routing software company representatives and consultants to determine the best way to proceed. This includes contracting with our software company for consulting services. • Explore and seek bid proposals under the Minnesota State Cooperative Purchasing Program each year no later than February 15th for bus purchases in the next fiscal school year. • Collaborate with our bus software company to establish a training program for using the bussing software. Determine the characteristics needed for effective utilization for the program and possibly hire a router/driver. I have had a meeting with our routing company. The best candidate would be: <ol style="list-style-type: none"> 1. Must possess computer skills 2. Should be or have been a bus driver. 3. Should be a full time person. Possibly a .8 position. 	<ul style="list-style-type: none"> • Hold meetings with administration and school board committee members to discuss options for transportation scenarios for the upcoming school year. • Provide the school board with annual bids received no later than March 15 to determine the number of older buses to be retired and the number of new buses to be purchased. (Email to Noel for meeting 2/16/23) • Select the router/driver for the training and set up a regimented schedule with the software company and the employee. 	<ul style="list-style-type: none"> • Complete comprehensive bus routing for students PK through grade 12 for all district elementary schools and the new Rock Ridge High School. This plan must address student safety, route efficiency and transporting students at the lowest cost possible. Routes are built and now being fine tuned. • Implement a school bus rotation program with a goal that no bus be more than ten years in age. 3 new buses in transit to Rock Ridge and 4 new buses ordered. This will be in progress for 2 more order cycles depending on the number of buses approved for purchase by the school board. • The router/driver utilizes school district bus routing software. This person is able to use the software to provide seamless operations in regard to student transportation. The Maintenance/Transportation Secretary was provided 2 days of software training and one time per month training. 	<ul style="list-style-type: none"> • Bus routing software is working flawlessly. • No school bus is older than 10 years. • Additional employee works routing software flawlessly and helps out as needed in transportation.

Lagging indicators

Measure runs per bus, students per bus, miles per bus, cost per student and cost per mile.

We currently have 23 buses used for AM and PM routes. This is a total of 46 runs per day.

Bus #	Students Per Bus	Miles Per Bus	Cost Per Student	Cost Per Mile
2	86	104	\$4.36	\$3.61
3	74	158	\$7.70	\$3.61
4	54	90	\$6.01	\$3.61

5	71	82	\$4.16	\$3.61
6	84	105	\$5.33	\$3.61
7	50	130	\$9.38	\$3.61
9	83	52	\$3.61	\$3.61
10	62	118	\$6.87	\$3.61
11	62	58	\$3.38	\$3.61
12	92	94	\$3.69	\$3.61
13	75	42	\$2.02	\$3.61
14	72	112	\$5.61	\$3.61
16	84	68	\$2.92	\$3.61
18	92	32	\$1.26	\$3.61
19	67	96	\$5.17	\$3.61
20	69	94	\$4.92	\$3.61
21	77	54	\$2.53	\$3.61
22	71	28	\$1.42	\$3.61
23	56	28	\$1.81	\$3.61
24	58	72	\$4.48	\$3.61
25	65	34	\$1.89	\$3.61
26	63	122	\$6.99	\$3.61
28	103	78	\$2.73	\$3.61

The number of buses and length of time they have been in service.

VEHICLE #	LICENSE PLATE #	YEAR	MAKE	Years in Service
1	944194	2015	International	9
2	956341	2019	Thomas	5
3	967062	2121	International	3
4	944196	2015	International	9
5	950272	2017	International	7
6	947553	2017	Thomas	7
7	950271	2017	International	7
8	970768	2013	International	11
9	965781	2021	International	3
10	956340	2019	Thomas	5
11	947552	2016	Thomas	8
12	954089	2018	International	6
13	960240	2020	International	4
14	970769	2014	International	10
15	970770	2014	International	10
16	962746	2019	International	4
17	970771	2012	International	12
18	974838	2021	Blue Bird	3

19	974837	2021	Blue Bird	3
20	954580	2019	Thomas	5
21	953644	2017	Blue Bird	7
22	957506	2015	Thomas	9
23	945524	2014	Blue Bird	10
24	935928	2011	Blue Bird	13
25		2023	IC	2
26	919480	2006	Blue Bird	18
27	926046	2008	Blue Bird	16
28		2023	IC	2
29	915869	2004	Blue Bird	19
30	902368	2000	International	24
31	129030	1998	International	25

The training of a router/driver creates a better work flow in the transportation Department.

The Maintenance/Transportation Secretary was provided 2 intensive days of routing software training on October 3rd & 4th with ongoing monthly training. She will be working to become proficient at routing students.

Leading Indicators

Meetings with our district bus software company to formulate a plan for routing.

A Bell time study was completed for the district on 1/10/23. Ongoing weekly meetings were held from 1/15/23 to the start of the 2023-2024 school year to address routing concerns and route efficiency. A kick-off meeting for the 2024-2025 school year is being held on 11/13/23. This will address the move to the New North Star Elementary.

Meetings with administration to discuss options. Meetings will be held at a later date.

Bus quotes discussed and approved early so that buses are ordered on time.

2/23/23 Bus Purchase for 2023-2024 was presented to the Building Grounds and Transportation Committee (Recommended to present to the full school board at the next meeting.)

3/23/23 Bus purchase for 2023-2024 presented to the School Board. (Recommendation was turned down.)

7/10/23 Bus Purchase for 2023-2024 was again presented to the Building Grounds and Transportation Committee (Recommended to present to the full school board at the next meeting.)

8/14/23 Bus purchase for 2023-2024 presented to the School Board. (Recommendation was approved.)

9/19/23 Buses ordered

11/3/23 Bus order updated.

Collaborate effectively with routing experts. For routing and training purposes meetings happen weekly or as needed. The Transportation Secretary will have training dates 11/13, 11/22, 11/29 to date. Kick-off meeting for Bob will be 11/13/23.

Routing/driver hired.

Develop quality and sustaining programs while providing students with ample opportunities to participate in a variety of activities.

1. To establish programs that can sustain and compete at the next level. (moving up a class)
2. To develop more student athletes and more leaders in the community.
3. Present a common message throughout all of the activities, athletics and clubs offered in the district, building a positive Rock Ridge culture.

Philosophy:
 Rock Ridge is a place that provides a fun and safe learning environment for all students who participate in extracurricular activities.
 Rock Ridge is a place where all coaches have a purpose statement for their athletes. Rock Ridge is a place that develops well rounded student athletes who will be our future leaders

- Resources:**
- <https://rrps.org/activities/athletics/>
 - <https://www.mshsl.org/>
 - <https://www.ironrangeconference.org/g5-bin/client.cgi?G5genie=37>
 - <https://www.nfhs.org>

EXPLORING	EMERGING	SUSTAINING	EXTENDING
<ul style="list-style-type: none"> • Examining/studying Intramural Sports to give students more opportunities. ie. Men’s VB, Water Polo, Soccer, Etc. • Examining/studying how to get every student into at least one activity • Examine/study how to get all our programs to compete at the next MSHSL class size. • Examine/study how to effectively use our strength coach for all programs in and out of each season. 	<ul style="list-style-type: none"> • Implementing some Intramural Sports are operational to give students more opportunities. • More students are involved in at least one activity • Develop a comprehensive activities/ athletics handbook for coaches and advisors • Initiating a plan to get all our programs competing at the next MSHSL class size. • Utilize the strength coach and our new weight room. • Coaches understand the reason of why we play and athletes know the difference between goals and purpose 	<ul style="list-style-type: none"> • <i>Multiple Intramural Sports are effectively giving students more opportunities.</i> • <i>Most students are involved in at least one activity</i> • <i>Making the successful transition to a higher class in each sport.</i> • <i>Athletes model the principals of why we play and athletes model the difference between goals and purpose</i> • <i>All athletes and coaches utilize the strength and weight program on a regular basis</i> 	<ul style="list-style-type: none"> • All sports have successfully made the transition to the next MSHSL class size • All students are involved in at least one activity • Developing more leaders of the future through student athletes. • All athletes and coaches maximize the strength and weight program on a year round basis.

Lagging indicators
 Number of students involved in activities. 2023 Fall participation 429 (7-12) {2022 352}
 Number of students utilizing the weight room. Summer 2023 weight room numbers 78, Fall 2023 numbers FB utilizes weekly, CC
 Number of teams advancing in section competition. 22-23 Boys and Girls CC teams advanced to state, Girls swimming advance to section finals, Girls Tennis Section Finals, Boys Swimming 13 swimmers to state, Wrestling 3 to state, Boys track Section champs 23, Softball lost in section finals, 2023 Section Playoffs start this week- Girls Tennis lost in Section Final 5-2

Leading Indicators
 Coaches are developing/educating students on the “why we play” and knowing the difference between goals and purpose. A coaches meeting was held on 9-20-23 future meetings to come, 3 meetings a year.
 Coaches and athletes are effectively utilizing the weight room and tracking progress through “Train Heroic” or a similar program. Coaches are utilizing the weight room, FB in there weekly, Currently not utilizing tracking program, tracking

program needs to be utilized

Intramural sports exist for students to participate in and students participating in the intramural sports. **In the process of developing intramural volleyball for winter 23-24**

Community Education

Initial Rollout Fall 2023

To Improve the overall quality of the programs offered by the Rock Ridge Community Education department by extending the range and number of programs offered.

1. To establish a self-sustaining, high quality before and after School Aged Child Care program at each elementary school site in the School District.
2. To provide positive enrichment activities to promote life skills and to supplement academic achievement of the Rock Ridge students.
3. To enhance relationships and increase community involvement and build on the resources available to families in the Rock Ridge School District.
4. To explore the possibility of running a daycare in the district

Philosophy:

Rock Ridge is committed to serving the community by providing sustainable enrichment activities.

Rock Ridge is committed to enhancing the quality of life and educational opportunities on the Iron Range through programing and enrichment activities.

Rock Ridge is committed to providing programs based on engagement, enrichment, community, family, choice, voice, collaboration and communication.

Resources:

- <https://mn-mcea.org/>
- <https://rrps.org/community/community-education-sports/>
- <https://rrps.org/community/community-education/>

EXPLORING	EMERGING	SUSTAINING	EXTENDING
<ul style="list-style-type: none"> ● Explore/study how we can build a sustainable School Age Child Care program. ● Studying how we can provide classes/activities to meet student and adult needs. ● Investigate the design of a new flier/booklet/pamphlet and ways to generate advertising revenue. ● Investigate interest for school-run day care 	<ul style="list-style-type: none"> ● Coordinator is hired to run school age child care and planning continues and planning continues. School age child care is operational at Laurentian, Parkview, and North Star. ● The range and number of classes/activities offered is growing to meet student and adult needs. ● Implementing the design of a new flier/booklet/pamphlet and are generating advertising revenue ● Investigate cost, facilities, staffing, location, for school-run day care 	<ul style="list-style-type: none"> ● The school district is effectively running school age child care at Laurentian Elementary and Parkview Elementary and North Star Elementary. ● The range and number of classes/activities offered is sufficient to meet student and adult needs. ● The design of a new flier/booklet/pamphlet exists and we are generating significant advertising revenue. ● Report to school board on feasibility of school-run day care 	<ul style="list-style-type: none"> ● The school district is a model for running school age child care in the State of Minnesota. ● The range and number of classes/activities offered is a model in the State of Minnesota.. ● The design of a new flier/booklet/pamphlet wins awards and the generation of advertising revenue is a model for the State of Minnesota. ● School board makes decision on feasibility of school-run day care

Lagging indicators

The number of students and adults in the classes/activities and the number of classes/activities offered. **78 classes 534 participants(Aquatics) starting as of 5-1-23-present, (Youth Sports) 12 levels 4 Sports 338 participants Starting June 1 2023-Present, Currently offering registration for 19 Adult classes and 7 youth continuing education classes. Currently 41 youth Arts/crafts/steam classes scheduled, 2 Adult sports seasons scheduled.**

Current flier/booklet/pamphlet exists and advertising dollars are counted. **We have a current flier Fall 2023, working on a booklet for spring/summer. Have not started advertising**

Number of children attending school age child care at Laurentian, Parkview, and North Star. **Registration closed for Parkview/North Star because we are at max capacity,**

11/28/2022

We currently have 58 kids registered and about 30-43 kids averaging daily. Before school Care has 10 kids registered. Laurentian has 31 kids registered and about 20-25 kids average daily. 10 kids registered for before care as well.

Feasibility report for school-run day care is complete. **Not yet explored**

Leading Indicators

Students/families are eager to continue and are effectively utilizing school age child care offered by the district. **Parkview is at capacity and has a waiting list. The other has good numbers higher than previous year.**

Class/activity evaluations are positive and students/parents are eager to continue participation. **We are currently developing class evaluations hopefully by this winter's classes.**

New flier/booklet/pamphlet is created on-schedule and released on-time for students and parents to sign up. **Fall flier was distributed on time and is still being distributed, utilizing the monthly newsletter and facebook events.**

The flier/booklet/pamphlet is compared to other districts' and the best ideas are taken for our use. **We are actively working on and comparing other district's brochures such as Duluth, Hibbing, Bemidji, Brainerd**

Local businesses are eager to advertise in the flier/booklet/pamphlet. **We have not started asking for advertising, we are trying to work with our DECA group and business classes.**

Determine interest and cost-effectiveness of school-run day care. **Not yet explored**

Recognize and reach out to potential donors that match district purchasing needs and wants

Philosophy:

**Rock Ridge is dedicated to honoring our alumni from the four previous high schools; Eveleth, Eveleth-Gilbert, Gilbert, and Virginia.
 Rock Ridge will work to create partnerships with local and global companies/businesses/corporations to best prepare our students for post high school planning.**

Resources:

- Alumni.rrps.org

EXPLORING	EMERGING	SUSTAINING	EXTENDING
<ul style="list-style-type: none"> • We will identify alumni that might be potential partners • We will identify companies/businesses/corporations that might be potential partners. 	<ul style="list-style-type: none"> • We will contact alumni that might be potential partners. • We will contact companies/businesses/corporations that might be potential partners. 	<ul style="list-style-type: none"> • We will achieve agreements with these alumni for both donations and sponsorships. • We will achieve agreements with these companies/businesses/corporations for both donations and sponsorships. 	<ul style="list-style-type: none"> • We will achieve significant agreements with these alumni that exceed our basic needs and wants for donations and sponsorships. • We will achieve significant agreements with these companies/businesses/corporations for both donations and sponsorships that exceed our basic needs and wants.

Lagging indicators

We have raised the money we need for our basic needs and wants. **\$2.8 Million 9/5/2023**
 We have the agreements with companies/businesses/corporations for our needs and wants for donations and sponsorship. **29 agreements throughout the campus 9/6/2023**

Leading Indicators

Alumni are contacting Rock Ridge because they heard of this Alumni opportunity **200 alumni 9/6/2023**
 Businesses are contacting Rock Ridge because they heard of the great opportunities we are providing for both our students and the businesses. **30 businesses 9/6/2023**
 Alumni lists are formed. **250 Alumni 9/6/2023**
 The alumni webpage is up and running **11/15/2020**
 Business lists are formed. **Listed by Academy 9/6/2023**

Create robust career exploration opportunities for our students and create a database of active professional partners interested in providing our students with fantastic career exploration opportunities.

Philosophy:

- Rock Ridge is committed to achieving student Career Exploration opportunities
- Rock Ridge is committed to gaining on and off campus experiences for our students
- Rock Ridge is committed to developing meaningful partnerships with our employment stakeholders
- Rock Ridge will develop opportunities for on campus student leadership

Resources:

- [Academy Model at Rock Ridge High School](#)
- [Rock Ridge Ambassador Program](#)
- [Link inserted here in blue color](#)

EXPLORING	EMERGING	SUSTAINING	EXTENDING
<ul style="list-style-type: none"> • We will identify companies that might be potential partners. • We will consider an Ambassador Program for our Senior High Students to allow for leadership opportunities. 	<ul style="list-style-type: none"> • We will contact companies that might be potential partners. • We will work together to identify the potential students and make contact with these students. 	<ul style="list-style-type: none"> • We will achieve long term sustainable agreements with these companies for both on and off campus student experiences. • We will provide this program to grades 10-12 students. 	<ul style="list-style-type: none"> • We will achieve significant and sustaining long term agreements with these companies for both on and off campus student experiences. • We will grow this program to include grades 6-9 students.

Lagging indicators:

All students participate in on and off campus student experiences with businesses/companies. **Students who have completed Career Exploration Class: 612 9/6/2023**
 All students in grades 10-12 participate.

Leading Indicators:

Students and teachers are motivated to create and participate in student work experiences. **30 total students in 2021-22 and 2022-23. 9/6/2023**
 Companies and businesses are motivated to create and participate in student work experiences. **70 total in 2021-22 and 2022-23. 9/6/2023**
 Business lists are formed. Listed by Academy 9/6/2023

- **Business, Information Technology, Communications, and Arts (CBAIT) Academy: 6 9/6/2023**
- **Construction, Manufacturing, Architecture, Natural Resources and Engineering(CMANE) Academy: 5 9/6/2023**
- **Health Sciences and Human Services (HHS) Academy: 11 9/6/2023**

**IXL Math and Math MCA scores, Rock Ridge, 2022-23 school year
Grades 3-6**

Classrooms Compared: All Laurentian and North Star classrooms, grades 3-6

Note: There are no MCA tests given to the students in Parkview

11 highest scoring math mca classrooms (262 kids)

12 lowest scoring math mca classrooms (288 kids)

8 middle scoring math mca classrooms (192 kids)

Results

1. 12 lowest scoring math mca classrooms: Average student had 7.9 more hours of IXL and scored 45 percentile points below the highest 11 achieving classrooms.
2. 8 classrooms which scored in the middle (between lowest and highest classroom): Average student had 10.98 more hours of IXL and scored 17.5 percentile points below the highest 11 classrooms.
3. Combining the 12 lowest scoring math mca classrooms and the 8 classrooms which scored in the middle on the math mca's, resulted in these 20 classrooms having 9.13 more hours of IXL and scored 31 percentile points below the highest 11 classrooms.

Total rough draft estimates (October 30, 2023) for current and future demo and building maintenance

Demolition	Rough estimate	Notes	Money Source
EGHS (including skyway)	\$2,472,000	206,000 sf x \$12 sf	Bond
Franklin (including link to gym)	\$1,152,000	96,000 sf x \$12 sf	Bond
EGHS gym addition	\$576,000	48,000 sf x \$12 sf	Bond
EGHS Field/Stadium	\$1,008,000	84,000 sf x 12 sf	Bond
Nelle-Shean and Jr. High	\$2,220,000	185,000 x \$12 sf	Bond
VHS	\$1,345,068	Hard price	IRRR
VHS (extra abatement)	\$500,000	Additional Hazardous materials	IRRR

Sub-Total Demolition \$9,273,068

North Star

Landscaping,outside play area and lower ninja play area	\$1,954,932	Rough estimate	IRRR
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Admin Building

Phase 2/ 3 mechanicals	\$1,160,000	Board Approved	Bond
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1404 Building

Purchase	\$2,200,000	Rough estimate	Tax bill
Convert to bus garage/ALC	\$2,500,000	Rough estimate	Tax bill

FF & E

Activities	\$626,422	Board approved	Bond
Custodial	\$86,000	Board approved	Bond
Anatomage Table	\$115,000	Board approved	Bond
Choir Risers	\$19,300	Board approved	Bond

Sub-total non-demo \$8,661,654

Total rough draft estimates for future demo and non-demo needs \$17,934,722

Sources

State Funding (Tax bill)	\$3,050,000	Passed
Additional Bond	\$13,570,000	Board approved
IRRR	\$3,600,000	Law changed help schools
IRRR	\$200,000 (\$4,700,000 revised upward \$200,000 to \$4,900,000)	

Total rough draft estimates for sources to complete demo and building needs \$20,420,000

Total additional revenue not directed (yet) \$2,485,278

November 13, 2023

offered the following resolution and moved for its adoption.

RESOLVED, By the Board of Education of Independent School District #2909 that the following bills be allowed and the Chairperson and Clerk be and are hereby authorized to draw orders on the Treasurer for payment of same:

<u>CHECK NO.</u>	<u>VENDOR</u>	<u>UFARS CODE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
12476	AIKEY ELECTRIC LLC	E 06 300 870 000 000 520	Maint- Weld Shop	\$5,635.92
12476	AIKEY ELECTRIC LLC	E 01 112 810 000 000 350	Parkview Camera	\$800.82
12476 Total				<u>\$6,436.74</u>
12477	ALBIN ACQUISITION CORP	E 01 005 110 000 000 314	Background Checks for September 2023	\$607.50
12477 Total				<u>\$607.50</u>
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B000CS1	\$13.49
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B00DAN	\$31.83
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B07RWW	\$23.94
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	promotions & discounts	-\$31.51
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B09G2D	\$13.57
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B0BJKL9	\$10.87
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B0B65Q	\$19.99
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B07K6B	\$20.99
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B09M9	\$12.99
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B018JH	\$15.32
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B06XD4	\$32.55
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B00X6L1	\$7.98
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B00BUT	\$203.58
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B000GC	\$26.00
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B098YQ	\$155.28
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B00LV7	\$44.94
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B0977C	\$79.90
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B0BLZP	\$14.58
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B084W9	\$97.38
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B0C426	\$12.95
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B0B3G8	\$9.97
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B005JX	\$23.01
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B01N9J	\$38.94
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B09XRT	\$48.98
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B076HP	\$11.35
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B0BWPK	\$17.99
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B08R9F	\$19.99
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B00J5M	\$218.90
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B0BGQ6	\$113.97
12478	AMAZON CAPITAL SERVICES INC	E 01 116 203 000 000 401	Pilot® G2 Retractable Gel Ink Pens, Fine Point,	\$38.85
12478	AMAZON CAPITAL SERVICES INC	E 01 116 203 000 000 401	SHARPIE Permanent Markers, Fine Point, Black	\$26.49
12478	AMAZON CAPITAL SERVICES INC	E 01 116 203 000 000 401	SHARPIE King Size Permanent Markers Large C	\$14.49
12478	AMAZON CAPITAL SERVICES INC	E 01 116 203 000 000 401	BIC Cristal Xtra Smooth Ballpoint Pen, Medium	\$6.06
12478	AMAZON CAPITAL SERVICES INC	E 01 116 203 000 000 401	BIC Brite Liner Highlighters, Chisel Tip, 12-Coun	\$3.39
12478	AMAZON CAPITAL SERVICES INC	E 01 116 203 000 000 401	24 Pads Pop Up Sticky Notes 3x3 Refills Bright C	\$15.99
12478	AMAZON CAPITAL SERVICES INC	E 01 116 203 000 000 401	Sticky Notes 1.5x2 inch Bright Colors Self-Stick	\$4.99
12478	AMAZON CAPITAL SERVICES INC	E 06 300 870 000 000 530	Super Loud Solid Brass Hand Bell	\$16.99
12478	AMAZON CAPITAL SERVICES INC	E 06 300 870 000 000 530	Swim Mat, aqua pad	\$299.00
12478	AMAZON CAPITAL SERVICES INC	E 01 300 240 000 000 430	https://www.amazon.com/gp/product/B001HP	\$68.68

12478	AMAZON CAPITAL SERVICES INC	E	01	300	240	000	000	430	https://www.amazon.com/gp/product/B08HMZ	\$50.97
12478	AMAZON CAPITAL SERVICES INC	E	01	300	240	000	000	430	https://www.amazon.com/gp/product/B09Q7D	\$17.90
12478	AMAZON CAPITAL SERVICES INC	E	01	300	240	000	000	430	https://www.amazon.com/gp/product/B09RLPC	\$95.50
12478	AMAZON CAPITAL SERVICES INC	E	01	300	240	000	000	430	https://www.amazon.com/gp/product/B09DCX	\$37.50
12478	AMAZON CAPITAL SERVICES INC	E	01	300	240	000	000	430	https://www.amazon.com/gp/product/B09DCZ!	\$37.50
12478	AMAZON CAPITAL SERVICES INC	E	01	300	240	000	000	430	https://www.amazon.com/gp/product/B07CHW	\$39.96
12478	AMAZON CAPITAL SERVICES INC	E	01	300	240	000	000	430	https://www.amazon.com/gp/product/B00T57F	\$137.49
12478	AMAZON CAPITAL SERVICES INC	E	01	300	240	000	000	430	https://www.amazon.com/gp/product/B00BCO	\$80.97
12478	AMAZON CAPITAL SERVICES INC	E	01	300	240	000	000	430	https://www.amazon.com/gp/product/B08TTV	\$51.98
12478	AMAZON CAPITAL SERVICES INC	E	01	300	240	000	000	430	https://www.amazon.com/gp/product/B07K31\	\$161.02
12478	AMAZON CAPITAL SERVICES INC	E	01	300	240	000	000	430	https://www.amazon.com/gp/product/B09ZKT	\$129.95
12478	AMAZON CAPITAL SERVICES INC	E	01	300	240	000	000	430	https://www.amazon.com/gp/product/B09534J	\$171.90
12478	AMAZON CAPITAL SERVICES INC	E	01	300	240	000	000	430	Freight	\$6.64
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Post-It Super Sticky Easel Pad Stock # 7530-01-	\$193.70
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Pacon Poster Board Model # 76510 ASIN B000F	\$143.35
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Silverlake Craft Foam Blocks 34 ct. ASIN B07YV	\$28.99
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Sewing Pins 500PCS ASIN B08GZRLDQF Model ;	\$5.69
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	24/7 Bags 200ct ASIN B08NCL58SS	\$46.98
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Care Plus Vinyl Gloves 200ct SM 43219-66317 ,	\$0.00
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Care Plus Vinyl Gloves 200ct Med ASIN B01MR	\$0.00
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Care Plus Vinyl Gloves 200ct Lg #8541813466 A	\$0.00
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Care Plus Vinyl Gloves 200ct SM 43219-66317 ,	\$16.99
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Care Plus Vinyl Gloves 200ct Med ASIN B01MR	\$16.99
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Care Plus Vinyl Gloves 200ct Lg #8541813466 A	\$16.99
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	colored Pencils - Crayola 688024	\$35.99
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Markers - B08ZXYRTZ8	\$42.96
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Presentation clicker logitech - 910-006518	\$35.78
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Scissors bulk set - BOC49B2R6X	\$27.59
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Calculators - Bo9YHDBD2L	\$29.99
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Turn in bins - BOBTD47CKH	\$26.59
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	6 Back clear bins - BOBSR1H1FJ	\$23.99
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Pencils 150 count - BO71JM699P	\$15.63
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Comand Strips-BO751VFF2X	\$10.66
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Pocket folders - BO7BFTDNBL	\$21.10
12478	AMAZON CAPITAL SERVICES INC	E	01	300	720	000	000	401	Welch Allyn 02893-000 Oral Temperature Prob	\$79.00
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Med PRIDE NitrilPride Nitrile-Vinyl Blend Exam	\$19.96
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Med PRIDE NitrilPride Nitrile-Vinyl Blend Exam	\$19.96
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Med PRIDE NitrilPride Nitrile-Vinyl Blend Exam	\$29.94
12478	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Med PRIDE NitrilPride Nitrile-Vinyl Blend Exam	\$29.94
12478	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	CREDIT	\$27.79
12478	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	CREDIT	\$63.57
12478 Total										<u>\$3,834.05</u>
12479	ARROW AUTO GLASS & SUPPLY CO	E	06	300	870	000	000	530	Protectors for Pole Vault & Long Jump	\$4,700.00
12479	ARROW AUTO GLASS & SUPPLY CO	E	06	300	870	000	000	530	Protectors for Pole Vault & Long Jump	\$4,700.00
12479 Total										<u>\$9,400.00</u>
12480	BAYADA HOME HEALTH CARE INC	E	01	005	404	000	740	399	JENSEN	\$665.00
12480 Total										<u>\$665.00</u>
12481	BISS LOCK INC	E	01	005	810	000	000	401	Keys	\$30.00
12481 Total										<u>\$30.00</u>
12482	CAROLINA BIOLOGICAL SUPPLY	E	01	300	260	000	000	430	647054 Autoclavable Biohazard Disposal Bag, f	\$85.70
12482	CAROLINA BIOLOGICAL SUPPLY	E	01	300	260	000	000	430	154708C Microbiology Stain Kit, High School Le	\$155.20
12482	CAROLINA BIOLOGICAL SUPPLY	E	01	300	260	000	000	430	154728 Gram Stain and Bacterial Morphology I	\$94.00
12482	CAROLINA BIOLOGICAL SUPPLY	E	01	300	260	000	000	430	853311 Carolina Immersion Oil, Laboratory Gra	\$42.20

12482	CAROLINA BIOLOGICAL SUPPLY	E	01	300	260	000	000	430	776366 Nutrient Agar, Prepared Media Bottle,	\$56.50
12482	CAROLINA BIOLOGICAL SUPPLY	E	01	300	260	000	000	430	741250 Polystyrene, Disposable, Sterile Petri C	\$33.50
12482	CAROLINA BIOLOGICAL SUPPLY	E	01	300	260	000	000	430	Freight	\$50.10
12482	CAROLINA BIOLOGICAL SUPPLY	E	01	300	260	000	000	430	806499 Anitbiotic Disk Mini Set	\$62.55
12482	CAROLINA BIOLOGICAL SUPPLY	E	01	300	260	000	000	430	Freight	\$36.09
12482 Total										<u>\$615.84</u>
12483	CHRISTENSEN PARTS	E	03	005	760	000	720	350	Oil	\$10.13
12483	CHRISTENSEN PARTS	E	03	005	760	000	720	420	Bus Parts	\$17.33
12483 Total										<u>\$27.46</u>
12484	COMMERCIAL REFRIGERATION SYSTEM	E	02	005	770	000	701	350	Freezer Maint	\$256.52
12484	COMMERCIAL REFRIGERATION SYSTEM	E	02	005	770	000	701	350	Freezer Maint	\$325.10
12484	COMMERCIAL REFRIGERATION SYSTEM	E	02	005	770	000	701	350	Freezer	\$3,757.60
12484 Total										<u>\$4,339.22</u>
12485	CULLIGAN WATER CONDITIONING	E	01	300	810	000	000	401	Salt	\$364.35
12485 Total										<u>\$364.35</u>
12486	DAHLHEIMER BEVERAGE	E	01	112	203	000	000	401	Water	\$62.00
12486 Total										<u>\$62.00</u>
12487	EDUCATION MN ROCK RIDGE	R	01	005	000	000	000	099	MISSING PAYROLL DUES	\$9,421.43
12487 Total										<u>\$9,421.43</u>
12488	EDWARDS OIL COMPANY	E	03	005	760	000	720	442	Regular Fuel	\$3,159.74
12488	EDWARDS OIL COMPANY	E	03	005	760	000	720	442	Diesel Fuel	\$5,004.18
12488 Total										<u>\$8,163.92</u>
12489	ENDRESEN SOUND COMPANY	E	01	118	810	000	000	350	Fire Monitoring Installation	\$1,240.14
12489 Total										<u>\$1,240.14</u>
12490	FERGUSON ENTERPRISES LLC #1657	E	01	005	810	000	000	350	Maint	\$188.36
12490 Total										<u>\$188.36</u>
12491	GMEN	E	01	300	810	000	000	350	Dumpster Rolloff	\$637.65
12491 Total										<u>\$637.65</u>
12492	GOPHER SPORTS	E	04	500	560	000	321	311	VOLLEY LITE VOLLEYBALLS 6L62-532	\$431.46
12492	GOPHER SPORTS	E	04	500	560	000	321	311	VOLLEYBALL TRAVEL BAG GL09-229	\$269.55
12492 Total										<u>\$701.01</u>
12493	GRAINGER	E	01	117	810	000	000	420	Valve	\$189.62
12493 Total										<u>\$189.62</u>
12494	GRANDE ACE HARDWARE	E	01	005	810	000	000	420	Plumber Supplies	\$36.94
12494	GRANDE ACE HARDWARE	E	01	116	810	000	000	350	Tools	\$73.98
12494	GRANDE ACE HARDWARE	E	03	005	760	000	720	350	Parts	\$24.28
12494	GRANDE ACE HARDWARE	E	03	005	760	000	720	350	Fasteners	\$4.28
12494	GRANDE ACE HARDWARE	E	03	005	760	000	720	350	Fasteners	\$51.43
12494	GRANDE ACE HARDWARE	E	01	300	810	000	000	420	Washing Machine Attachments	\$64.57
12494	GRANDE ACE HARDWARE	E	01	112	810	000	000	420	Batteries	\$18.22
12494	GRANDE ACE HARDWARE	E	01	112	810	000	000	410	Filter	\$3.59
12494 Total										<u>\$277.29</u>
12495	HENDRICKSON LARRY	E	01	302	810	000	000	350	Boiler Maint	\$700.00
12495 Total										<u>\$700.00</u>
12496	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Custodial Supplies	\$249.00
12496	HILLYARD / HUTCHINSON	E	06	300	870	000	000	530	Cleaning Carts w/ Drawers	\$9,197.58
12496	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Custodial Supplies	\$9,189.74
12496	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Vacuum Supplies	\$707.30
12496	HILLYARD / HUTCHINSON	E	06	300	870	000	000	530	Vacuum Backpacks & Accessories	\$21,737.27
12496	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Battery	\$193.20
12496 Total										<u>\$41,274.09</u>
12497	HOMETOWN ELECTRIC OF N MN	E	01	116	810	000	000	350	Annual Fire Alarm Cert	\$5,850.00
12497 Total										<u>\$5,850.00</u>

12498	KURITA AMERICA INC	E	01	300	810	000	000	350	Chemicals	\$3,859.38
12498 Total										<u>\$3,859.38</u>
12499	KY INTERPRETING SERVICES INC	E	01	101	405	000	740	399	INTERPRETING	\$1,922.50
12499	KY INTERPRETING SERVICES INC	E	01	101	405	000	740	399	INTERPRETING	\$10,900.00
12499	KY INTERPRETING SERVICES INC	E	01	101	405	000	740	399	INTERPRETING	\$8,620.00
12499	KY INTERPRETING SERVICES INC	E	01	101	405	000	740	399	INTERPRETING	\$13,020.00
12499 Total										<u>\$34,462.50</u>
12500	L & M SUPPLY INC	E	01	005	810	000	000	401	Ratchet Straps	\$16.99
12500 Total										<u>\$16.99</u>
12501	LEN'S AUTO BODY	E	06	300	870	000	000	530	Sand Blast Bleachers	\$3,617.00
12501 Total										<u>\$3,617.00</u>
12502	LINDE GAS & EQUIPMENT INC	E	03	005	760	000	720	401	Cylinder Rental	\$87.09
12502	LINDE GAS & EQUIPMENT INC	E	03	005	760	000	720	401	Cylinder Rental	\$69.14
12502	LINDE GAS & EQUIPMENT INC	E	01	302	361	914	830	433	Cylinder Rental	\$136.08
12502 Total										<u>\$292.31</u>
12503	MACKIN EDUCATIONAL RESOURCES	E	01	302	620	000	000	470	Mackin Book order Price Quote #124160	\$8,165.42
12503 Total										<u>\$8,165.42</u>
12504	MARIUCCI VIDEO PRODUCTION INC	E	01	005	110	000	000	401	CH12 MGMT FEES	\$2,731.67
12504 Total										<u>\$2,731.67</u>
12505	MEDICO	B	01	215	003				23NOV LIFE	\$95.19
12505 Total										<u>\$95.19</u>
12506	MENARDS	E	01	300	810	000	000	350	Table	\$599.85
12506	MENARDS	E	01	116	810	000	000	420	Tank Exchange	\$49.80
12506	MENARDS	E	01	116	810	000	000	420	Bit	\$5.97
12506	MENARDS	E	01	300	810	000	000	350	Tools & Batteries	\$50.86
12506	MENARDS	E	01	302	810	000	000	350	Plumber Supplies	\$33.03
12506	MENARDS	E	01	302	810	000	000	350	Plumber Tools	\$20.33
12506	MENARDS	E	01	302	810	000	000	420	Plumber Supplies	\$99.98
12506	MENARDS	E	01	302	810	000	000	410	Plumber Supplies	\$4.49
12506 Total										<u>\$864.31</u>
12507	METRO SALES INC	E	01	302	211	000	000	386	Copier 92104	\$560.49
12507	METRO SALES INC	E	01	101	203	000	000	386	Copier Maint 114241	\$79.50
12507 Total										<u>\$639.99</u>
12508	MINER'S INC	E	01	300	250	000	000	430	Blanket Purchase Order	\$30.48
12508	MINER'S INC	E	01	300	250	000	000	430	Blanket Purchase Order	\$202.44
12508	MINER'S INC	E	01	300	250	000	000	430	Blanket Purchase Order	\$165.54
12508	MINER'S INC	E	01	300	250	000	000	430	Blanket Purchase Order	\$68.59
12508	MINER'S INC	E	01	300	250	000	000	430	Blanket Purchase Order	\$90.75
12508	MINER'S INC	E	01	300	250	000	000	430	Blanket Purchase Order	\$44.95
12508	MINER'S INC	E	01	300	250	000	000	430	Blanket Purchase Order	\$142.06
12508 Total										<u>\$744.81</u>
12509	MN DEPT OF LABOR & INDUSTRY	E	01	302	810	000	000	350	Permit	\$300.00
12509 Total										<u>\$300.00</u>
12510	MN ENERGY RESOURCES CORP	E	01	101	810	000	000	440	UTILITIES	\$603.04
12510	MN ENERGY RESOURCES CORP	E	01	302	810	000	000	440	UTILITIES	\$67.51
12510	MN ENERGY RESOURCES CORP	E	01	300	810	000	000	440	UTILITIES	\$56.14
12510	MN ENERGY RESOURCES CORP	E	01	116	810	000	000	440	UTILITIES	\$37.38
12510	MN ENERGY RESOURCES CORP	E	01	302	810	000	000	440	UTILITIES	\$23.91
12510	MN ENERGY RESOURCES CORP	E	03	005	760	000	720	440	UTILITIES	\$70.34
12510 Total										<u>\$858.32</u>
12511	MnSTA	E	01	101	203	000	000	820	RENEWAL	\$75.00
12511 Total										<u>\$75.00</u>

12512	NEXTERA COMMUNICATIONS	E	01	005	105	000	000	320	PHONE	\$682.92
12512 Total										<u>\$682.92</u>
12513	NORTHLAND FIRE & SAFETY INC	E	01	005	810	000	000	350	Virginia Campus Fire Extinguishers	\$3,135.40
12513 Total										<u>\$3,135.40</u>
12514	NORTHLAND LAWN AND SPORT	E	03	005	760	000	720	350	John Deere 3270 Maint	\$3,347.12
12514 Total										<u>\$3,347.12</u>
12515	NORTHSTAR STUDENT TRANSPORTATION	E	03	005	760	000	723	361	23SEPT VAN	\$117,098.31
12515	NORTHSTAR STUDENT TRANSPORTATION	E	03	005	760	000	723	361	CONTRACT	\$15,001.69
12515	NORTHSTAR STUDENT TRANSPORTATION	E	03	005	760	000	723	361	23JUNE VAN	\$30,643.36
12515	NORTHSTAR STUDENT TRANSPORTATION	E	03	005	760	000	723	361	23JULY VAN	\$5,123.68
12515	NORTHSTAR STUDENT TRANSPORTATION	E	03	005	760	000	723	361	23UAG VAN	\$5,138.10
12515 Total										<u>\$173,005.14</u>
12516	QUADIENT FINANCE	E	01	005	105	000	000	329	POSTAGE	\$500.00
12516 Total										<u>\$500.00</u>
12517	QUADIENT LEASING USA INC	E	01	005	105	000	000	386	Quarterly Meter Lease	\$555.54
12517 Total										<u>\$555.54</u>
12518	RANGE AUTO PARTS COMPANY	E	03	005	760	000	720	350	LPS #2	\$66.57
12518	RANGE AUTO PARTS COMPANY	E	03	005	760	000	720	350	Def Fluid	\$67.80
12518 Total										<u>\$134.37</u>
12519	RANGE PAPER CORPORATION	E	01	005	810	000	000	410	Can Liners	\$608.50
12519	RANGE PAPER CORPORATION	E	01	005	810	000	000	350	Can Liners	\$243.40
12519	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Custodial Supplies	\$137.15
12519	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Custodial Supplies	\$24.38
12519	RANGE PAPER CORPORATION	E	01	005	810	000	000	410	Custodial Supplies	\$60.96
12519	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Custodial Supplies	\$4,941.07
12519	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Custodial Supplies	\$52.74
12519	RANGE PAPER CORPORATION	E	01	101	203	000	000	401	Copy Paper	\$1,528.80
12519	RANGE PAPER CORPORATION	E	01	112	203	000	000	401	Copy Paper	\$1,528.80
12519	RANGE PAPER CORPORATION	E	01	116	203	000	000	401	Copy Paper	\$1,528.80
12519	RANGE PAPER CORPORATION	E	01	116	203	000	000	401	Copy Paper	\$3,057.60
12519	RANGE PAPER CORPORATION	E	01	116	810	000	000	410	Floor Finish	\$850.30
12519	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Soap & Dispensers	\$1,015.40
12519	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Custodial Supplies	\$659.56
12519 Total										<u>\$16,237.46</u>
12520	ROAD MACHINERY & SUPPLY CO	E	01	005	810	000	000	350	Maint	\$449.00
12520 Total										<u>\$449.00</u>
12521	RSCHOOL TODAY	E	01	300	292	000	000	820	ACTIVITIES SCHEDULER	\$288.00
12521 Total										<u>\$288.00</u>
12522	TEACHERS ON CALL	E	01	101	420	000	740	307	Laurentian subs	\$173.95
12522	TEACHERS ON CALL	E	01	101	203	000	000	305	Laurentian subs	\$428.43
12522	TEACHERS ON CALL	E	01	116	203	000	000	305	NorthStar subs	\$254.48
12522	TEACHERS ON CALL	E	01	112	203	000	000	305	Parkview subs	\$338.23
12522	TEACHERS ON CALL	E	01	005	107	050	000	311	RRHS subs	\$695.80
12522	TEACHERS ON CALL	E	01	300	420	000	740	307	RRHS subs	\$521.85
12522	TEACHERS ON CALL	E	01	300	420	000	740	307	RRHS subs	\$869.75
12522	TEACHERS ON CALL	E	01	101	203	000	000	305	Laurentian subs	\$673.25
12522	TEACHERS ON CALL	E	01	101	420	000	740	307	Laurentian subs	\$502.53
12522	TEACHERS ON CALL	E	01	116	203	000	000	305	NorthStar subs	\$676.48
12522	TEACHERS ON CALL	E	01	116	420	000	740	307	NorthStar subs	\$167.51
12522	TEACHERS ON CALL	E	01	112	203	000	000	305	Parkview subs	\$518.62
12522	TEACHERS ON CALL	E	01	300	211	000	000	305	RRHS subs	\$1,533.35
12522 Total										<u>\$7,354.23</u>

12523	TWIN PORTS PAPER & SUPPLY INC	E	01	101	810	000	000	410	Custodial Supplies	\$2,074.95
12523	TWIN PORTS PAPER & SUPPLY INC	E	01	101	810	000	000	410	Custodial Supplies	\$123.81
12523 Total										<u>\$2,198.76</u>
12524	UNITED GLASS INC	E	06	300	870	000	000	530	Pool Doors	\$2,725.00
12524 Total										<u>\$2,725.00</u>
12525	VC3 INC	E	01	005	605	000	000	434	SEPT ANTIVIRUS	\$26.00
12525 Total										<u>\$26.00</u>
12526	NASSP	E	01	300	211	000	000	820	MEMBERSHIP	\$385.00
12526 Total										<u>\$385.00</u>
12527	PETTY CASH - ATHLETIC OFFICE	E	01	300	296	705	000	364	Entry Fees/Student Travel	\$300.00
12527 Total										<u>\$300.00</u>
12528	PURE HOCKEY TEAM SALES	E	01	300	296	710	000	430	43650-41565 Warrior(CSHELSD) Custom Stock f	\$1,365.00
12528	PURE HOCKEY TEAM SALES	E	01	300	296	710	000	430	43650-21565 Warrior (C-SHELD) Custom Stock	\$195.00
12528	PURE HOCKEY TEAM SALES	E	01	300	296	710	000	430	Shipping	\$65.00
12528 Total										<u>\$1,625.00</u>
12529	BISS LOCK INC	E	01	005	810	000	000	401	General Supplies	\$78.25
12529 Total										<u>\$78.25</u>
12530	MINNESOTA POWER	E	01	005	810	000	000	331	Electricity	\$4,861.98
12530 Total										<u>\$4,861.98</u>
12531	VERIZON	E	01	005	690	000	000	320	Comm Telephone	\$105.14
12531 Total										<u>\$105.14</u>
12532	MINNESOTA POWER	E	01	005	810	000	000	331	Electricity	\$1,550.33
12532 Total										<u>\$1,550.33</u>
12533	MINNESOTA POWER	E	01	302	810	000	000	330	Utilities	\$548.95
12533 Total										<u>\$548.95</u>
12534	FOREVER REDWOOD	E	01	005	105	000	000	530	Sheldon's Monkey Bars- 10 ft x w/o balance be:	\$7,050.00
12534 Total										<u>\$7,050.00</u>
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$1,411.28
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$1,088.74
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$109.95
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$21.72
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$211.02
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$194.37
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$1,220.78
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$399.00
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$3,673.06
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$1,951.39
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$437.34
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$249.48
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$639.70
12535	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	General Supplies	\$88.09
12535 Total										<u>\$11,695.92</u>
12536	A CHANCE TO GROW INC	E	01	005	640	000	316	366	REGISTRATION FOR KYLEE UNCINI TO ATTEND 1	\$640.00
12536 Total										<u>\$640.00</u>
12537	A W KUETTEL & SONS INC	E	06	116	870	000	000	520	Bldg Improvements	\$211,734.48
12537 Total										<u>\$211,734.48</u>
12538	AGI REPAIR INC	E	01	005	606	000	000	311	Prof Tech Services	\$158.00
12538	AGI REPAIR INC	E	01	005	606	000	000	311	Prof Tech Services	\$5,382.00
12538	AGI REPAIR INC	E	01	005	606	000	000	311	Prof Tech Services	\$189.00
12538	AGI REPAIR INC	E	01	005	606	000	000	311	Prof Tech Services	\$1,047.00
12538	AGI REPAIR INC	E	01	005	606	000	000	311	Prof Tech Services	\$1,932.00
12538	AGI REPAIR INC	E	01	005	606	000	000	311	Prof Tech Services	\$268.00
12538 Total										<u>\$8,976.00</u>

12539	AMAZON CAPITAL SERVICES INC	E	01	005	030	000	000	460	Textbooks/Workbooks	\$104.94
12539	AMAZON CAPITAL SERVICES INC	E	01	300	255	045	000	430	Instructional Supply	\$768.17
12539	AMAZON CAPITAL SERVICES INC	E	01	300	255	045	000	430	Instructional Supply	\$39.99
12539	AMAZON CAPITAL SERVICES INC	E	01	116	203	406	000	430	Instruct Supplies	\$8.24
12539	AMAZON CAPITAL SERVICES INC	E	01	116	203	406	000	430	Instruct Supplies	\$244.40
12539	AMAZON CAPITAL SERVICES INC	E	01	116	203	404	000	430	Instruct Supplies	\$77.97
12539	AMAZON CAPITAL SERVICES INC	E	01	116	203	007	000	430	Instruct Supplies	\$62.40
12539	AMAZON CAPITAL SERVICES INC	E	01	005	105	005	000	401	General Supplies	\$490.77
12539	AMAZON CAPITAL SERVICES INC	E	01	005	105	005	000	401	General Supplies	\$23.20
12539	AMAZON CAPITAL SERVICES INC	E	01	300	255	045	000	430	Instructional Supply	\$752.91
12539	AMAZON CAPITAL SERVICES INC	E	01	005	606	000	000	430	Instruct Supplies	\$95.98
12539	AMAZON CAPITAL SERVICES INC	E	01	300	214	038	000	401	General Supplies	\$283.00
12539 Total										<u>\$2,951.97</u>
12540	APPLE INC	E	06	300	870	000	000	311	AS PER ATTACHED PROPOSAL 2111391754	\$699.00
12540 Total										<u>\$699.00</u>
12541	ARCHITECTURAL TESTING INC	E	06	116	870	000	000	311	Prof Tech Services	\$3,400.00
12541 Total										<u>\$3,400.00</u>
12542	ARNQUIST CARPETSPLUS COLORTILE	E	06	116	870	000	000	520	Bldg Improvements	\$281,237.02
12542 Total										<u>\$281,237.02</u>
12543	ARROWHEAD CONSULTING & TESTING INC	E	06	116	870	000	000	311	Prof Tech Services	\$1,390.00
12543 Total										<u>\$1,390.00</u>
12544	ATK ENTERPRISES INC	E	06	116	870	000	000	520	Bldg Improvements	\$33,813.35
12544 Total										<u>\$33,813.35</u>
12545	BARBER GRAPHICS INC	E	01	005	107	050	000	401	General Supplies	\$1,193.20
12545 Total										<u>\$1,193.20</u>
12546	BEN'S STRUCTURAL FABRICATION INC	E	06	116	870	000	000	520	Bldg Improvements	\$76,550.05
12546 Total										<u>\$76,550.05</u>
12547	BLOMBERG JANA	E	01	005	107	050	000	366	Travel	\$225.99
12547 Total										<u>\$225.99</u>
12548	BRIGHTARROW TECHNOLOGIES INC	E	01	005	606	000	000	311	Prof Tech Services	\$3,318.75
12548 Total										<u>\$3,318.75</u>
12549	BSN SPORTS LLC	E	06	300	870	000	000	530	Equipment	\$12,191.93
12549	BSN SPORTS LLC	E	06	300	870	000	000	530	Equipment	\$1,537.00
12549	BSN SPORTS LLC	E	04	500	560	000	321	430	Instruct Supplies	\$816.00
12549	BSN SPORTS LLC	E	01	005	105	004	000	401	General Supplies	\$395.00
12549 Total										<u>\$14,939.93</u>
12550	CARDMEMBER SERVICE	E	01	005	640	000	316	366		\$199.00
12550	CARDMEMBER SERVICE	E	01	005	810	000	000	386		\$1,618.50
12550 Total										<u>\$1,817.50</u>
12551	CHAVERS EDWARD	E	01	300	294	701	000	305	Consulting Fees	\$100.00
12551 Total										<u>\$100.00</u>
12552	CHISHOLM VOLLEYBALL CLUB	E	01	300	296	704	000	364	Entry Fees/Student Travel	\$100.00
12552 Total										<u>\$100.00</u>
12553	COLOSIMO, PATCHIN, & KEARNEY LTD	E	01	005	150	000	000	311	Prof Tech Services	\$175.50
12553 Total										<u>\$175.50</u>
12554	CONSULTING PERKS LLC	E	01	005	107	050	000	311	Prof Tech Services	\$2,750.00
12554 Total										<u>\$2,750.00</u>
12555	COOK'S COUNTRY CONNECTION	E	04	500	580	000	325	401	General Supplies	\$252.00
12555 Total										<u>\$252.00</u>
12556	COSTIN GROUP INC	E	01	005	010	000	000	311	Prof Tech Services	\$3,500.00
12556	COSTIN GROUP INC	E	01	005	010	000	000	311	Prof Tech Services	\$3,500.00
12556	COSTIN GROUP INC	E	01	005	010	000	000	311	Prof Tech Services	\$3,500.00
12556 Total										<u>\$10,500.00</u>

12557	CUNINGHAM GROUP	E	06	300	870	000	000	311	Prof Tech Services	\$2,680.30
12557	CUNINGHAM GROUP	E	06	116	870	000	000	311	Prof Tech Services	\$6,600.00
12557	CUNINGHAM GROUP	E	06	300	870	000	000	311	Prof Tech Services	\$432.90
12557	CUNINGHAM GROUP	E	06	300	870	000	000	311	Prof Tech Services	\$39,704.15
12557 Total										<u>\$49,417.35</u>
12558	DEPT OF HUMAN SERVICES	E	01	300	211	000	000	394	Pmt/Oth Agncy/Ed Pur	\$535.00
12558 Total										<u>\$535.00</u>
12559	DINCAU VENDING INC	E	01	300	214	038	000	401	General Supplies	\$45.00
12559	DINCAU VENDING INC	E	01	300	214	038	000	401	General Supplies	\$384.00
12559	DINCAU VENDING INC	E	01	300	214	038	000	401	General Supplies	\$264.75
12559	DINCAU VENDING INC	E	01	300	214	038	000	401	General Supplies	\$720.00
12559 Total										<u>\$1,413.75</u>
12560	DOORCO INC	E	06	116	870	000	000	520	Bldg Improvements	\$55,699.45
12560 Total										<u>\$55,699.45</u>
12561	EDDY JULIE	E	04	500	560	000	321	430	Instruct Supplies	\$150.92
12561	EDDY JULIE	E	04	500	560	000	321	430	Instruct Supplies	\$391.44
12561 Total										<u>\$542.36</u>
12562	ERIC ARMIN INC	E	01	101	203	000	000	401	General Supplies	\$1,168.00
12562 Total										<u>\$1,168.00</u>
12563	ERICKSON AUSTIN	E	01	300	294	701	000	305	Consulting Fees	\$90.00
12563 Total										<u>\$90.00</u>
12564	ESSENTIA HEALTH	E	03	005	750	000	720	311	Prof Tech Services	\$138.00
12564 Total										<u>\$138.00</u>
12565	GOPHER STATE EVENTS LLC	E	01	300	296	702	000	430		\$783.13
12565	GOPHER STATE EVENTS LLC	E	01	300	294	702	000	430		\$783.12
12565 Total										<u>\$1,566.25</u>
12566	GRAZZINI BROTHERS & COMPANY	E	06	116	870	000	000	520	Bldg Improvements	\$88,350.00
12566 Total										<u>\$88,350.00</u>
12567	GRINSTEINER KELLY	E	01	005	107	050	000	366	Travel	\$203.72
12567 Total										<u>\$203.72</u>
12568	H2I GROUP INC	E	06	116	870	000	000	520	Bldg Improvements	\$22,438.05
12568 Total										<u>\$22,438.05</u>
12569	HAASL CAROL	E	01	005	107	050	000	366	Travel	\$258.48
12569 Total										<u>\$258.48</u>
12570	HAINAY CASSANDRA	E	01	005	107	050	000	366		\$211.88
12570	HAINAY CASSANDRA	E	01	005	107	050	000	401		\$353.28
12570 Total										<u>\$565.16</u>
12571	HALLBERG ENGINEERING	E	06	116	870	000	000	311	Prof Tech Services	\$2,000.00
12571 Total										<u>\$2,000.00</u>
12572	HARBOR CITY MASONRY INC	E	05	005	865	000	380	350	Repair & Maint Service	\$16,895.12
12572 Total										<u>\$16,895.12</u>
12573	HIBBING VOLLEYBALL CLUB	E	01	300	296	704	000	364	Entry Fees/Student Travel	\$100.00
12573 Total										<u>\$100.00</u>
12574	HILLYARD / HUTCHINSON	E	01	112	810	000	000	420	Repair Supplies	\$783.15
12574 Total										<u>\$783.15</u>
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$80.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$60.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$60.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$100.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$45.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$80.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$60.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$60.00

12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$630.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$1,300.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$80.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$80.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$80.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$60.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$60.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$60.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$80.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$60.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$45.00
12575	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$100.00
12575 Total										<u>\$3,180.00</u>
12576	HOUGHTON MIFFLIN HARCOURT	E	01	005	030	000	000	460	AS PER ATTACHED PROPOSAL #008865083	\$493.12
12576 Total										<u>\$493.12</u>
12577	HUNT ELECTRIC CORPORATION	E	05	005	865	000	380	350	Repair & Maint Service	\$3,790.50
12577	HUNT ELECTRIC CORPORATION	E	05	005	865	000	380	350	Repair & Maint Service	\$18,134.55
12577	HUNT ELECTRIC CORPORATION	E	06	116	870	000	000	520	Bldg Improvements	\$210,427.85
12577	HUNT ELECTRIC CORPORATION	E	05	005	865	000	380	350	Repair & Maint Service	\$2,035.00
12577 Total										<u>\$234,387.90</u>
12578	IMSE	E	01	005	030	000	000	406	AS PER ATTACHED ORDER #258156	\$125.00
12578 Total										<u>\$125.00</u>
12579	INAC INC	E	02	005	770	000	701	319		\$70,057.39
12579	INAC INC	E	02	005	770	000	701	311		\$6,735.00
12579	INAC INC	E	02	005	770	000	701	401		\$8,270.54
12579	INAC INC	E	02	005	770	000	701	495		\$10,624.00
12579	INAC INC	E	02	005	770	000	701	490		\$66,379.63
12579	INAC INC	E	01	300	214	038	000	401	General Supplies	\$7.15
12579 Total										<u>\$162,073.71</u>
12580	INFINITY ONLINE	E	01	300	690	000	000	390	Pmt Educ Pur MN Dist	\$4,740.00
12580 Total										<u>\$4,740.00</u>
12581	INTERMEDIATE DISTRICT 287	E	01	300	690	000	000	390	Pmt Educ Pur MN Dist	\$420.00
12581 Total										<u>\$420.00</u>
12582	ISD #2142	E	01	300	361	966	475	303	Purchased Services	\$124.11
12582	ISD #2142	E	01	300	361	966	475	303	Purchased Services	\$1,000.00
12582 Total										<u>\$1,124.11</u>
12583	ISD #318	E	01	300	296	706	000	364	Entry Fees/Student Travel	\$75.00
12583 Total										<u>\$75.00</u>
12584	ISD #361	E	01	300	296	706	000	364	Entry Fees/Student Travel	\$100.00
12584 Total										<u>\$100.00</u>
12585	ISD #6076	E	01	005	401	000	740	399	SpEd Purchased Services	\$6,114.36
12585 Total										<u>\$6,114.36</u>
12586	ISD #701	E	01	300	361	957	475	303	Purchased Services	\$922.60
12586	ISD #701	E	01	300	361	957	475	303	Purchased Services	\$631.53
12586	ISD #701	E	01	300	361	957	475	303	Purchased Services	\$642.24
12586 Total										<u>\$2,196.37</u>
12587	ISD #712	E	01	300	361	962	428	303	Purchased Services	\$2,550.00
12587 Total										<u>\$2,550.00</u>
12588	JANKILA EMILY	E	01	005	690	000	510	401	General Supplies	\$26.91
12588 Total										<u>\$26.91</u>
12589	JOHNSON KEVIN	E	04	500	560	000	321	430	Instruct Supplies	\$190.98
12589	JOHNSON KEVIN	E	04	500	560	000	321	430	Instruct Supplies	\$119.88
12589 Total										<u>\$310.86</u>

12590	KELLER FENCE COMPANY-NORTH INC	E	06	116	870	000	000	520	Bldg Improvements	\$7,301.56
12590 Total										<u>\$7,301.56</u>
12591	KLEUSCH LYLE	E	01	300	294	701	000	305	Consulting Fees	\$90.00
12591	KLEUSCH LYLE	E	01	300	294	701	000	305	Consulting Fees	\$20.00
12591 Total										<u>\$110.00</u>
12592	KOWALSKI TERRI	E	01	005	107	050	000	366	Travel	\$236.47
12592 Total										<u>\$236.47</u>
12593	KRAGE SAMANTHA	E	01	005	107	050	000	366	Travel	\$236.47
12593 Total										<u>\$236.47</u>
12594	KRALICH JESSICA	E	01	300	296	705	000	364	Entry Fees/Student Travel	\$36.00
12594 Total										<u>\$36.00</u>
12595	KRAUS-ANDERSON	E	06	116	870	000	000	311	Prof Tech Services	\$156,309.31
12595	KRAUS-ANDERSON	E	05	005	865	000	380	311	Prof Tech Services	\$10,975.82
12595	KRAUS-ANDERSON	E	06	116	870	000	000	311	Prof Tech Services	\$24,667.17
12595 Total										<u>\$191,952.30</u>
12596	KY INTERPRETING SERVICES INC	E	01	116	405	000	740	399	Spec Purchased Services	\$140.00
12596 Total										<u>\$140.00</u>
12597	L & M SUPPLY INC	E	01	300	255	045	000	430	Instructional Supply	\$349.00
12597 Total										<u>\$349.00</u>
12598	LANDSCAPE STRUCTURES INC	E	06	116	870	000	000	530	Equipment	\$124,141.50
12598 Total										<u>\$124,141.50</u>
12599	LENCI ENTERPRISES INC	E	05	005	865	000	379	350	Repair & Maint Service	\$21,375.00
12599 Total										<u>\$21,375.00</u>
12600	MARCIA BRENNER ASSOCIATES LLC	E	01	005	640	000	316	366	REGISTRATION FOR ROBERT KREEGIER TO ATTE	\$625.00
12600	MARCIA BRENNER ASSOCIATES LLC	E	01	005	640	000	316	366	REGISTRATION FOR CIERRA BRELIE TO ATTEND	\$625.00
12600	MARCIA BRENNER ASSOCIATES LLC	E	01	005	640	000	316	366	REGISTRATION FOR MICHELE KEYPORT TO ATTE	\$625.00
12600 Total										<u>\$1,875.00</u>
12601	MASSP	E	01	005	640	000	316	366	Travel	\$175.00
12601 Total										<u>\$175.00</u>
12602	MAVO SYSTEMS INC	E	06	116	870	000	000	520	Bldg Improvements	\$256,283.87
12602 Total										<u>\$256,283.87</u>
12603	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS	E	01	005	030	000	000	460	Textbooks/Workbooks	\$966.60
12603	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS	E	01	005	030	000	000	460	AS PER ATTACHED QUOTE NO. CPOTT-0928202	\$8,280.00
12603 Total										<u>\$9,246.60</u>
12604	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$89.69
12604	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$1,088.05
12604	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$12.35
12604	MENARDS	E	01	300	255	045	000	430	Instructional Supply	\$23.91
12604	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$218.57
12604	MENARDS	E	01	116	203	007	000	430	Instruct Supplies	\$244.31
12604	MENARDS	E	01	116	203	007	000	430	Instruct Supplies	\$5.90
12604	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$206.58
12604	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$748.89
12604	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$44.63
12604	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$179.95
12604	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$148.83
12604	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$197.25
12604	MENARDS	E	01	005	810	000	000	420	Repair Supplies	\$14.92
12604	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$158.11
12604	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$94.20
12604	MENARDS	E	01	300	255	045	000	430	Instructional Supply	\$179.16
12604 Total										<u>\$3,655.30</u>

12605	MESABI SIGN CO INC	E	01	005	107	050	000	401	General Supplies	\$144.00
12605 Total										<u>\$144.00</u>
12606	METRO SALES INC	E	05	005	850	000	302	386	Computer and Tech Hdwr Rental	\$146.50
12606	METRO SALES INC	E	05	005	850	000	302	386	Computer and Tech Hdwr Rental	\$3,141.02
12606	METRO SALES INC	E	05	005	850	000	302	386	Computer and Tech Hdwr Rental	\$115.97
12606 Total										<u>\$3,403.49</u>
12607	MID-STATE TRUCK SERVICE INC	E	03	005	760	000	720	350	Repairs Maint Serv	\$58.17
12607	MID-STATE TRUCK SERVICE INC	E	03	005	760	000	720	350	Repairs Maint Serv	\$335.76
12607	MID-STATE TRUCK SERVICE INC	E	03	005	760	000	720	350	Repairs Maint Serv	\$1,524.12
12607	MID-STATE TRUCK SERVICE INC	E	03	005	760	000	720	350	Repairs Maint Serv	\$796.41
12607 Total										<u>\$2,714.46</u>
12608	MINER'S INC	E	04	500	580	000	325	401	General Supplies	\$28.17
12608	MINER'S INC	E	04	500	580	000	325	401	General Supplies	\$11.96
12608	MINER'S INC	E	01	300	214	038	000	401	General Supplies	\$17.16
12608	MINER'S INC	E	01	005	107	050	000	401	General Supplies	\$26.73
12608	MINER'S INC	E	01	005	107	050	000	401	General Supplies	\$72.25
12608	MINER'S INC	E	01	005	107	050	000	401	General Supplies	\$21.92
12608 Total										<u>\$178.19</u>
12609	MN STATE HIGH SCHOOL LEAGUE	E	01	300	296	705	000	364	Entry Fees/Student Travel	\$24.00
12609 Total										<u>\$24.00</u>
12610	MN STATE HIGH SCHOOL MATH LEAGUE	E	01	300	298	000	000	364	Entry Fees/Student Travel	\$600.00
12610 Total										<u>\$600.00</u>
12611	MnSTA	E	01	005	030	000	000	460	Textbooks/Workbooks	\$75.00
12611 Total										<u>\$75.00</u>
12612	MULCAHY NICKOLAUS LLC	E	05	005	865	000	379	350	Repair & Maint Service	\$8,778.00
12612	MULCAHY NICKOLAUS LLC	E	06	116	870	000	000	520	Bldg Improvements	\$78,577.61
12612 Total										<u>\$87,355.61</u>
12613	NORTHSTAR INSULATING SYSTEMS INC	E	06	116	870	000	000	520	Bldg Improvements	\$46,004.94
12613 Total										<u>\$46,004.94</u>
12614	NTS	E	06	300	870	000	000	520	Bldg Improvements	\$640.30
12614 Total										<u>\$640.30</u>
12615	PARALLEL TECHNOLOGIES INC	E	06	300	870	000	000	555	Equipment	\$13,660.02
12615	PARALLEL TECHNOLOGIES INC	E	05	005	605	000	302	530	Equipment	\$2,215.01
12615 Total										<u>\$15,875.03</u>
12616	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$1,432.14
12616 Total										<u>\$1,432.14</u>
12617	PERKIO NATHANIEL A	E	01	300	294	701	000	305	Consulting Fees	\$90.00
12617	PERKIO NATHANIEL A	E	01	300	294	701	000	305	Consulting Fees	\$90.00
12617 Total										<u>\$180.00</u>
12618	PETROSKEY AMANDA	R	01	300	296	710	000	062	User Fee	\$130.00
12618 Total										<u>\$130.00</u>
12619	PETTY CASH - ATHLETIC OFFICE	E	01	300	294	702	000	364		\$120.00
12619	PETTY CASH - ATHLETIC OFFICE	E	01	300	296	702	000	364		\$120.00
12619 Total										<u>\$240.00</u>
12620	POHAKI LUMBER CO	E	06	300	870	000	000	311	Prof Tech Services	\$187.27
12620	POHAKI LUMBER CO	E	05	300	850	052	302	520	Bldg Improvements	\$24.74
12620 Total										<u>\$212.01</u>
12621	RACHEL CONTRACTING LLC	E	06	116	870	000	000	520	Bldg Improvements	\$274,550.00
12621 Total										<u>\$274,550.00</u>
12622	RADKO IRON & SUPPLY INC	E	01	300	255	045	000	430	Instructional Supply	\$247.56
12622 Total										<u>\$247.56</u>
12623	RAM	B	01	215	270				Payroll Deductions-WC	\$11,560.91
12623 Total										<u>\$11,560.91</u>

12624	RANGE PAPER CORPORATION	E	01	300	214	038	000	401	General Supplies	\$79.65
12624 Total										<u>\$79.65</u>
12625	RED CEDAR STEEL ERECTORS INC	E	06	116	870	000	000	520	Bldg Improvements	\$5,847.25
12625 Total										<u>\$5,847.25</u>
12626	RI MECHANICAL INC	E	06	116	870	000	000	520	Bldg Improvements	\$579,161.61
12626 Total										<u>\$579,161.61</u>
12627	ROCK RIDGE BASEBALL BOOSTER CLUB	E	06	300	870	000	000	530	Equipment	\$2,976.68
12627 Total										<u>\$2,976.68</u>
12628	ROSATI KORTNEY	E	01	300	296	705	000	364	Entry Fees/Student Travel	\$549.88
12628 Total										<u>\$549.88</u>
12629	SCHMITT MUSIC CENTER	E	01	005	030	000	000	460	Textbooks/Workbooks	\$109.50
12629 Total										<u>\$109.50</u>
12630	SCHOLASTIC INC	E	01	116	407	000	740	433	014-7597, SCHOLASTIC NEWS GR. 3, PRINT + DI	\$65.89
12630	SCHOLASTIC INC	E	01	116	620	000	000	401	AS PER ATTACHED QUOTE NO. Q-213267	\$2,042.59
12630 Total										<u>\$2,108.48</u>
12631	SCHOOL SPECIALTY LLC	E	01	300	260	000	000	430	AS PER ATTACHED QUOTE NUMBER: Q-392166	\$2,531.28
12631 Total										<u>\$2,531.28</u>
12632	SHANNONS INC	E	05	005	865	000	380	350	Repair & Maint Service	\$215,625.30
12632	SHANNONS INC	E	05	005	865	000	380	350	Repair & Maint Service	\$61,868.75
12632 Total										<u>\$277,494.05</u>
12633	SHERWIN WILLIAMS	E	05	300	850	052	302	520	Bldg Improvements	\$12.24
12633 Total										<u>\$12.24</u>
12634	SHRED-N-GO INC	E	01	112	203	000	000	401		\$67.67
12634	SHRED-N-GO INC	E	01	300	211	000	000	401		\$67.67
12634	SHRED-N-GO INC	E	01	005	110	000	000	401		\$67.66
12634	SHRED-N-GO INC	E	01	116	203	000	000	401		\$67.67
12634 Total										<u>\$270.67</u>
12635	SHUBAT TRANSPORTATION	E	01	300	296	705	733	365		\$497.04
12635	SHUBAT TRANSPORTATION	E	01	300	294	702	733	365		\$458.67
12635	SHUBAT TRANSPORTATION	E	01	300	296	704	733	365		\$339.33
12635	SHUBAT TRANSPORTATION	E	01	300	296	704	733	365		\$581.08
12635	SHUBAT TRANSPORTATION	E	01	300	296	704	733	365		\$100.00
12635	SHUBAT TRANSPORTATION	E	01	300	296	704	733	365		\$490.29
12635	SHUBAT TRANSPORTATION	E	01	300	296	706	733	365	Interdept Transport	\$732.71
12635 Total										<u>\$3,199.12</u>
12636	SIMONSON TREVOR	E	01	300	294	701	000	305	Consulting Fees	\$100.00
12636 Total										<u>\$100.00</u>
12637	SKOGLUND TAYLOR	E	01	300	294	701	000	305	Consulting Fees	\$100.00
12637	SKOGLUND TAYLOR	E	01	300	294	701	000	305	Consulting Fees	\$22.00
12637 Total										<u>\$122.00</u>
12638	ST GERMAIN'S CABINET INC	E	06	116	870	000	000	520	Bldg Improvements	\$132,905.00
12638 Total										<u>\$132,905.00</u>
12639	STAR AUTISM SUPPORT	E	01	116	411	000	740	433	AS PER ATTACHED ORDER FORM	\$1,503.70
12639 Total										<u>\$1,503.70</u>
12640	SULLIVAN CANDY & SUPPLY	E	01	300	214	038	000	401	General Supplies	\$67.92
12640 Total										<u>\$67.92</u>
12641	SWANSON & YOUNGDALE INC	E	06	116	870	000	000	520	Bldg Improvements	\$30,477.90
12641 Total										<u>\$30,477.90</u>
12642	TACONITE TIRE SERVICE	E	01	005	810	000	000	350	Repairs Maint Serv	\$69.74
12642	TACONITE TIRE SERVICE	E	01	005	810	000	000	350	Repairs Maint Serv	\$31.50
12642	TACONITE TIRE SERVICE	E	01	005	810	000	000	350	Repairs Maint Serv	\$144.28
12642 Total										<u>\$245.52</u>

12643	TEACHERS ON CALL	E	04	500	581	000	344	305		\$446.25
12643	TEACHERS ON CALL	E	01	101	420	000	740	307		\$1,195.95
12643	TEACHERS ON CALL	E	01	300	420	000	740	307		\$803.25
12643	TEACHERS ON CALL	E	01	116	420	000	740	307		\$416.50
12643	TEACHERS ON CALL	E	01	112	420	000	740	307		\$2,064.65
12643	TEACHERS ON CALL	E	04	500	581	000	344	305		\$476.00
12643	TEACHERS ON CALL	E	01	101	420	000	740	307		\$880.60
12643	TEACHERS ON CALL	E	01	300	420	000	740	307		\$142.80
12643	TEACHERS ON CALL	E	01	116	420	000	740	307		\$595.00
12643	TEACHERS ON CALL	E	01	112	420	000	740	307		\$1,428.00
12643 Total										<u>\$8,449.00</u>
12644	THE PLUM CATALYST LLC	E	03	005	760	000	720	401	General Supplies	\$2,500.00
12644 Total										<u>\$2,500.00</u>
12645	TK ELEVATOR CORPORATION	E	01	117	810	000	000	350	Repairs Maint Serv	\$172.96
12645 Total										<u>\$172.96</u>
12646	TNT CONSTRUCTION GROUP LLC	E	06	116	870	000	000	520	Bldg Improvements	\$5,104.35
12646	TNT CONSTRUCTION GROUP LLC	E	06	116	870	000	000	520	Bldg Improvements	\$72,200.00
12646	TNT CONSTRUCTION GROUP LLC	E	06	116	870	000	000	520	Bldg Improvements	\$2,561.68
12646 Total										<u>\$79,866.03</u>
12647	TRIMARK INDUSTRIAL	E	03	005	760	000	720	442	Vehicle Gas & Oil	\$385.20
12647	TRIMARK INDUSTRIAL	E	05	300	865	000	347	401	General Supplies	\$168.75
12647 Total										<u>\$553.95</u>
12648	TWIN CITY ACOUSTICS INC	E	06	116	870	000	000	520	Bldg Improvements	\$53,355.80
12648 Total										<u>\$53,355.80</u>
12649	UHL COMPANY INC	E	06	116	870	000	000	520	Bldg Improvements	\$214,026.12
12649 Total										<u>\$214,026.12</u>
12650	UNITED GLASS INC	E	06	116	870	000	000	520	Bldg Improvements	\$76,497.80
12650 Total										<u>\$76,497.80</u>
12651	US BANK EQUIPMENT FINANCE	E	05	005	850	000	302	386	Computer and Tech Hdwr Rental	\$2,498.00
12651 Total										<u>\$2,498.00</u>
12652	VAKE ADAM	E	01	300	294	701	000	305	Consulting Fees	\$100.00
12652 Total										<u>\$100.00</u>
12653	VAKE TRAVIS	E	01	300	294	710	000	305	Consulting Fees	\$100.00
12653 Total										<u>\$100.00</u>
12654	VIRGINIA PUBLIC UTILITITES	E	01	300	810	000	000	331		\$45,499.24
12654	VIRGINIA PUBLIC UTILITITES	E	01	300	810	000	000	440		\$6,832.45
12654	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	334		\$54.71
12654	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	333		\$53.85
12654	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	332		\$39.25
12654	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	331		\$365.64
12654	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	440		\$94.71
12654	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	334		\$901.20
12654	VIRGINIA PUBLIC UTILITITES	E	01	112	810	000	000	333		\$551.10
12654	VIRGINIA PUBLIC UTILITITES	E	01	112	810	000	000	332		\$234.25
12654	VIRGINIA PUBLIC UTILITITES	E	01	112	810	000	000	331		\$7,801.03
12654	VIRGINIA PUBLIC UTILITITES	E	01	112	810	000	000	440		\$190.22
12654	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	331	Electricity	\$73.83
12654	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	331	Electricity	\$356.38
12654 Total										<u>\$63,047.86</u>
12655	W A FISHER COMPANY	E	01	300	211	000	000	401	General Supplies	\$180.00
12655	W A FISHER COMPANY	E	01	300	211	000	000	401	General Supplies	\$150.00
12655	W A FISHER COMPANY	E	01	300	710	000	000	401	#10 ENVELOPES TO BE PRINTED WITH THE ROC	\$105.00
12655 Total										<u>\$435.00</u>

PAYROLL 10/31/23 COACHES	\$125,866.00
OASDI	\$7,803.67
MEDICARE	\$1,825.07
PERA	\$1,612.14
TRA	\$4,395.58
TOTAL DISBURSEMENTS & PAYROLLS	<u>\$5,552,393.99</u>

Seconded by

that the above resolution be adopted.

Resolution adopted November 13, 2023.

Clerk

Chairperson



Rock Ridge Public Schools

1405 Progress Parkway

Adopted: July 27, 2020

Revised: January 9, 2023

520 STUDENT SURVEYS

I. PURPOSE

Occasionally, the school district utilizes surveys to obtain student opinions and information about students. The purpose of this policy is to establish the parameters of information that may be sought in student surveys.

II. GENERAL STATEMENT OF POLICY

Student surveys may be conducted as determined necessary by the school district. Surveys, analyses, and evaluations conducted as part of any program funded through the U.S. Department of Education must comply with 20 United States Code section 1232h.

III. STUDENT SURVEYS IN GENERAL

- A. Student surveys will be conducted anonymously and in an indiscernible fashion. No mechanism will be used for identifying the participating student in any way. No attempt will be made in any way to identify a student survey participant. No requirement that the student return the survey shall exist, and no record of the student's returning a survey will be maintained.
- B. The superintendent may choose not to approve any survey that seeks probing personal and/or sensitive information that could result in identifying the survey participant, or is discriminatory in nature based on age, race, color, sex, disability, religion, or national origin.
- C. Surveys containing questions pertaining to the student's or the student's parent(s) or guardian(s) personal beliefs or practices in sex, family life, morality, and religion will not be administered to any student unless the parent or guardian of the student is notified in writing that such survey is to be administered and the parent or guardian of the student gives written permission for the student to participate or has the opportunity to opt out of the survey depending upon how the survey is funded. Any and all documents containing the written permission of a parent for a student to participate in a survey will be maintained by the school district in a file separate from the survey responses.
- D. Although the survey is conducted anonymously, potential exists for personally identifiable information to be provided in response thereto. To the extent that personally identifiable information of a student is contained in his or her responses

to a survey, the school district will take appropriate steps to ensure the data is protected in accordance with Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act), 20 United States Code section 1232g (Family Educational Rights and Privacy Act) and 34 Code of Federal Regulations Part 99.

- E. The school district must not impose an academic or other penalty on a student who opts out of participating in a student survey.

IV. STUDENT SURVEYS CONDUCTED AS PART OF DEPARTMENT OF EDUCATION PROGRAM

- A. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be available for inspection by the parents or guardians of the students.
- B. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or, in the case of an unemancipated minor, without the prior written consent of the parent, to submit to a survey that reveals information concerning:
 - 1. political affiliations or beliefs of the student or the student's parent;
 - 2. mental and psychological problems of the student or the student's family;
 - 3. sex behavior or attitudes;
 - 4. illegal, antisocial, self-incriminating, or demeaning behavior;
 - 5. critical appraisals of other individuals with whom respondents have close family relationships;
 - 6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
 - 7. religious practices, affiliations, or beliefs of the student or the student's parent; or
 - 8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).
- C. A school district that receives funds under any program funded by the U.S. Department of Education shall develop local policies consistent with Sections

IV.A. and IV.B., above, concerning student privacy, parental access to information, and administration of certain physical examinations to minors.

1. The following policies are to be adopted in consultation with parents:

- a. The right of a parent to inspect, on request, a survey, including an evaluation, created by a third party before the survey is administered or distributed by a school to a student, including procedures for granting a parent's request for reasonable access to such survey within a reasonable period of time after the request is received.

“Parent” means a legal guardian or other person acting *in loco parentis* (in place of a parent), such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child.

- b. Arrangements to protect student privacy in the event of the administration or distribution of a survey, including an evaluation, to a student which contains one or more of the items listed in Section IV.B., above, including the right of a parent of a student to inspect, on request, any such survey.

- c. The right of a parent of a student to inspect, on request, any instructional material used as part of the educational curriculum for the student and procedures for granting a request by a parent for such access within a reasonable period of time after the request is received.

“Instructional material” means instructional content that is provided to a student, regardless of format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (i.e., materials accessible through the Internet). The term does not include academic tests or academic assessments.

- d. The administration of physical examinations or screenings that the school district may administer to a student. This provision does not apply to a survey administered to a student in accordance with the Individuals with Disabilities Education Act (20 United States Code section 1400, *et seq.*).

- e. The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing the information to others for that purpose), including arrangements to protect student privacy that

are provided by the school district in the event of such collection, disclosure, or use.

- (1) “Personal information” means individually identifiable information including a student or parent’s first and last name; a home or other physical address (including street name and the name of the city or town); a telephone number; or a Social Security identification number.
- (2) This provision does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as:
 - (a) college or other post-secondary education recruitment or military;
 - (b) book clubs, magazines, and programs providing access to low cost literary products;
 - (c) curriculum and instructional materials used by elementary and secondary schools;
 - (d) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students, or to generate other statistically useful data for the purpose of securing such tests and assessments and the subsequent analysis and public release of the aggregate data from such tests and assessments;
 - (e) the sale by students of products or services to raise funds for school-related or education-related activities; and
 - (f) student recognition programs.
- (3) The right of a parent to inspect, on request, any instrument used in the collection of information, as described in Section IV.C.1., Subparagraph e., above, before the instrument is administered or distributed to a student and procedures for granting a request by a parent for reasonable access to such an instrument within a reasonable period of time after the request is received.

2. The policies adopted under Section IV.C., Subparagraph 1., above, shall provide for reasonable notice of the adoption or continued use of such policies directly to parents of students enrolled in or served by the school district.
 - a. The notice will be provided at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in a policy.
 - b. The notice will provide parents with an opportunity to opt out of participation in the following activities:
 - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.
 - (2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Section IV.B., above.
 - (3) Any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student or other students.

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.
 - c. The notice will advise students of the specific or approximate dates during the school year when the activities in Section IV.C.2., Subparagraph b., above, are scheduled, or expected to be scheduled.
 - d. The notice provisions shall not be construed to preempt applicable provisions of state law that require parental notification and do not apply to any physical examination or screening that is permitted or required by applicable state law, including physical examinations or screenings that are permitted without parental notification.

V. NOTICE

- A. The school district must give parents and students notice of this policy at the beginning of each school year and after making substantive changes to this policy.
- B. The school district must inform parents at the beginning of the school year if the district or school has identified specific or approximate dates for administering surveys and give parents reasonable notice of planned surveys scheduled after the start of the school year. The school district must give parents direct, timely notice when their students are scheduled to participate in a student survey by United States mail, e-mail, or another direct form of communication.
- C. The school district must give parents the opportunity to review the survey and to opt their students out of participating in the survey.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.065 (District Surveys to Collect Student Information;
Parent Notice and Opportunity for Opting Out)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
20 U.S.C. § 1232h (Protection of Pupil Rights)
34 C.F.R. § 99 (Family Educational Rights and Privacy Act Regulations)
Gonzaga University v. Doe, 536 U.S. 273, (2002)
C.N. v. Ridgewood Bd. of Educ., 430 F.3d. 159 (3rd Cir. 2005)
Fields v. Palmdale School Dist., 427 F.3d. 1197 (9th Cir. 2005)

Cross References: Policy 515 (Protection and Privacy of Pupil Records)
Policy 521 (Student Disability Nondiscrimination)
Policy 522 (Title IX Sex Nondiscrimination, Grievance Procedure and
Process)

J.M. Auto Service

1303 Industrial Park Drive
Eveleth, MN. 55734
Phone: 218-744-1969 Fax: 218-744-5919
www.jmauto.com

Sub Estimate For Or

190534

Estimate for Services

Estimate Date : 10/23/2023

Eveleth - Rock Ridge Schools

801 Jones Street
Eveleth, MN 55734
Cell 1: 218-744-7748 Mike Work: 218-744-2211 Offic

- 1 MISC - MISC -

Lic # : -

Odom. In: 1

VIN # :

A

Part Description	Qty	Sale	Ext	Labor Description	Extended
SNOWPLOW KIT/MVP PLUS 9.5 V PLOW/ULTRA MOUNT	1.00	8,450.00	8,450.00	INSTALL NEW SNOWPLOW	750.00
2023 JM BLOW THE COMPETITION AWAY DISCOUNT	1.00	-100.00	-100.00	Install complete Western UltraMount Snowplow package.	
SNOWPLOW CHECK/CASH DISCOUNT	1.00	-100.00	-100.00	AVAILABLE OPTIONS:	
MUNICIPAL DISCOUNT	1.00	-677.00	-677.00	LED Upgrade w/Tax - \$580.00 NO DISCOUNT	
				Deflector Installed w/Tax - \$525.00	
				Back Drag Kit Installed w/Tax - \$588.00	
				Shoe Kit Installed w/Tax - \$303.00	
				Curb Guard Kit Installed w/Tax - \$453.00	
				Wing Kit w/Tax - \$1161.00	

9.5' MVP Plus Snowplow

Parts/Supplies: 7,573.00

Labor: 750.00

Total: \$ 8,323.00

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the vehicle described for testing and/or inspection. Express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. I understand that my vehicle will be reassembled within 2 days at current shop rate if I choose not to authorize the service recommended. All Parts removed will be saved for five working days then discarded. WE ARE NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE.

Warranty on premium parts and labor is 3 years or 36K miles, whichever comes first. Warranty work has to be performed in our shop and cannot exceed the original cost.

J.M. Auto Service

1303 Industrial Park Drive
Eveleth, MN. 55734
Phone: 218-744-1969 Fax: 218-744-5919
www.jmauto.com

Sub Estimate For Or

190534

Estimate for Services

Estimate Date : 10/23/2023

Eveleth - Rock Ridge Schools

801 Jones Street
Eveleth, MN 55734
Cell 1: 218-744-7748 Mike Work: 218-744-2211 Offic

- 1 MISC - MISC -
Lic # : -

Odom. In: 1

VIN # :

B

Part Description	Qty	Sale	Ext	Labor Description	Extended
SNOWPLOW KIT/MVP3 9.5 V PLOW/UL	1.00	8,872.00	8,872.00	INSTALL NEW SNOWPLOW	750.00
2023 JM BLOW THE COMPETITION AWAY DISCOUNT	1.00	-100.00	-100.00	Install complete Western UltraMount Snowplow package.	
SNOWPLOW CHECK/CASH DISCOUNT	1.00	-100.00	-100.00	AVAILABLE OPTIONS:	
MUNICIPAL DISCOUNT	1.00	-711.00	-711.00	LED Upgrade w/Tax - \$580.00 NO DISCOUNT	
				Rubber Deflector 10 " Installed w/Tax - \$529.00	
				Rubber Deflector 18 " Installed w/Tax - \$753.00	
				Back Drag Kit Installed w/Tax - \$588.00	
				Shoe Kit Installed w/Tax - \$363.00	
				Wing Kit Installed w/Tax - \$1255.00	
				Curb Guard Kit Installed w/Tax - \$453.00	
				CAN NOT DO SHOES AND BACK DRAG TOGETHER	
				9.5' MVP3 Snowplow	

Parts/Supplies: 7,961.00

Labor: 750.00

Total: \$ 8,711.00

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the vehicle described for testing and/or inspection. Express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. I understand that my vehicle will be reassembled within 2 days at current shop rate if I choose not to authorize the service recommended. All Parts removed will be saved for five working days then discarded. WE ARE NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE.

Warranty on premium parts and labor is 3 years or 36K miles, whichever comes first. Warranty work has to be performed in our shop and cannot exceed the original cost.

J.M. Auto Service

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Eveleth, MN. 55734
Phone: 218-744-1969 Fax: 218-744-5919
www.jmauto.com

Sub Estimate For Or

190534

Estimate for Services

Estimate Date : 10/23/2023

Eveleth - Rock Ridge Schools

801 Jones Street
Eveleth, MN 55734
Cell 1: 218-744-7748 Mike Work: 218-744-2211 Offic

- 1 MISC - MISC -

Lic # : -

Odom. In: 1

VIN # :

Part Description	Qty	Sale	Ext	Labor Description	Extended
SNOWPLOW KIT/8.0-10.0 FT WIDE-OUT * GEN 2	1.00	9,655.00	9,655.00	INSTALL NEW SNOWPLOW	750.00
2023 JM BLOW THE COMPETITION AWAY DISCOUNT	1.00	-150.00	-150.00	Install complete Western UltraMount Snowplow package. Including lights, blade markers, control, hardware, high performance fluid and make all necessary adjustments.	
SNOWPLOW CHECK/CASH DISCOUNT	1.00	-100.00	-100.00		
MUNICIPAL DISCOUNT	1.00	-775.00	-775.00		

AVAILABLE OPTIONS:

LED Upgrade w/Tax - \$580.00 NO DISCOUNT
Rubber Deflector Installed w/Tax - \$629.00
Back Drag Kit Installed w/Tax - \$363.00
Shoe Kit Installed w/Tax - \$314.00
Shock Kit Installed w/tax - \$235.00

8-10' Wide-Out Snowplow GEN 2

Parts/Supplies: 8,630.00

Labor: 750.00

Total : \$ 9,380.00

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the vehicle described for testing and/or inspection. Express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. I understand that my vehicle will be reassembled within 2 days at current shop rate if I choose not to authorize the service recommended. All Parts removed will be saved for five working days then discarded. WE ARE NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE.

Warranty on premium parts and labor is 3 years or 36K miles, whichever comes first. Warranty work has to be performed in our shop and cannot exceed the original cost.

J.M. Auto Service

1303 Industrial Park Drive
Eveleth, MN. 55734
Phone: 218-744-1969 Fax: 218-744-5919
www.jmauto.com

Sub Estimate For Or

190534

Estimate for Services

Estimate Date : 10/23/2023

Eveleth - Rock Ridge Schools

801 Jones Street
Eveleth, MN 55734
Cell 1: 218-744-7748 Mike Work: 218-744-2211 Office

- 1 MISC - MISC -

Lic # : -

Odom. In: 1

VIN # :

D

Part Description	Qty	Sale	Ext	Labor Description	Extended
SNOWPLOW KIT/8.5-11.0 FT WIDE-OUT * XL	1.00	0,231.00	10,231.00	INSTALL NEW SNOWPLOW	750.00
2023 JM BLOW THE COMPETITION AWAY DISCOUNT	1.00	-200.00	-200.00	Install complete Western UltraMount Snowplow package. Including lights, blade markers, control, hardware, high performance fluid and make all necessary adjustments.	
SNOWPLOW CHECK/CASH DISCOUNT	1.00	-100.00	-100.00		
MUNICIPAL DISCOUNT	1.00	-822.00	-822.00	AVAILABLE OPTIONS: LED Upgrade w/Tax - \$580.00 NO DISCOUNT Rubber Deflector Installed w/Tax - \$646.00 Back Drag Kit Installed w/Tax - \$389.00 Shoe Kit Installed w/Tax - \$314.00 Shock Kit Installed w/tax - \$235.00	

8.5-11' Wide-Out Snowplow XL

my Recommendation

Parts/Supplies: 9,109.00

Labor: 750.00

Total : \$ 9,859.00

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the vehicle described for testing and/or inspection. Express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. I understand that my vehicle will be reassembled within 2 days at current shop rate if I choose not to authorize the service recommended. All Parts removed will be saved for five working days then discarded. WE ARE NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE.

Warranty on premium parts and labor is 3 years or 36K miles, whichever comes first. Warranty work has to be performed in our shop and cannot exceed the original cost.



KEN WASCHKE AUTO PLAZA

501 9TH STREET NORTH • VIRGINIA, MN 55792
 (218) 741-6000 • (800) 750-7882
 PARTS DIRECT: (218) 741-5142 • FAX: (218) 741-9035
 WWW.WASCHKEVIRGINIA.COM

**** Not a Final Invoice ****

INV# 375624

Tax 41-1444424
 Printed 10/23/2023 10:39:30 AM

PARTS INVOICE CUSTOMER COPY

User SCOTTA Page 1

Customer No V104091

 ROCK RIDGE ISD 2909
 1405 PROGRESS PARKWAY
 VIRGINIA, MN 55792

Home **Bus** (218) 742-3905
Cell (218) 410-3130 **Fax:** (218) 741-8522
Email
 Tax: 6840682

Ship Date: 10/23/2023 10:39:30 AM **Invoice Number** 375624

PO # **Sales** **Account Number** V104091
 85831
Fleet Type SCOTTA **Terms**
 CASH
Reference 2011 F350
Ship Via
Ship To: ROCK RIDGE ISD 2909
 1405 PROGRESS PARKWAY
 VIRGINIA, MN, 55792
 (218) 742-3905

REQ	SH	ORD	BIN	PART NUMBER	DESCRIPTION	SL	RETAIL	NET	SALE
1	1	0		NPN	9.2 RED STEEL 9.2 V PLOW		10,000.00	10,000.00	10,000.00
1	1	0		NPN	LABOR		800.00	800.00	800.00
2	2	0							10,800.00

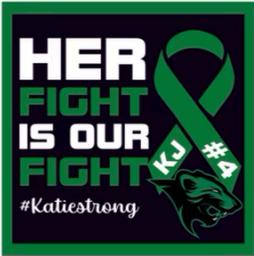
PARTS SALE 10,800.00
TOTAL PARTS SALES 10,800.00
Tax 0.00
NET TOTAL PARTS 10,800.00
TOTAL INVOICE 10,800.00

ALL CLAIMS AND RETURNED GOODS MUST BE ACCOMPANIED BY THIS INVOICE.
NO RETURNS ON ELECTRICAL OR SPECIAL ORDER PARTS.
NO RETURNS AFTER 30 DAYS. 35% RE-STOCK CHARGE ON ANY APPROVED PARTS RETURN.

DISCLAIMER OF WARRANTIES: ANY WARRANTIES ON THE PRODUCTS SOLD HEREBY ARE THOSE MADE BY THE MANUFACTURER. THE SELLER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND THE SELLER NEITHER ASSUMES NOR AUTHORIZES ANY OTHER PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THE SALE OF SAID PRODUCTS.

DATE: _____

SIGNATURE: _____





5525 Emerald Drive, Mt. Iron, MN 55768
Phone: 218.431.137 email: paul@ramsmn.org

October 31, 2023

RE: 2024 Membership Letter

RAMS Members,

RAMS has been a constant source of advocacy and strength for our region since our founding in 1939. Recently, our board identified membership dues as an area to address for 2024. **After careful study of the historical dues process, it was determined that member dues have remained the same since 2001.**

In an effort to address rising costs and remain financially stable, the RAMS Board has decided to take a modest approach that respects where our membership is currently at while also addressing the need for budget stability. **RAMS has a plan for sustainability.** Civic and corporate membership continues to grow. We continue to host member meetings, lunch & learns, organize and engage around broadband, housing, EMS, permit reform, municipal infrastructure, grants, and bonding for the benefit of our members. We are building on our partnerships and collaborative work with regional foundations and agencies. RAMS will continue to deliver phenomenal value to our membership.

RAMS is deeply grateful for your understanding and continued commitment to our region. We are also mindful that we need to be able to keep our organization strong as we protect what we have and fight for what we deserve. We will keep working hard for our cities, townships, and school districts; regionally, in St. Paul, and in Washington, D.C. Thank you for your past membership in RAMS and I look forward to our continued work together!

Note:

- **Members will receive their dues invoice via email from the RAMS office in November.**
- **Members who choose to do so may pay their dues prior to January 2024.**

Please reach out to me with any questions. I am always available by phone or email.

Sincerely,

A handwritten signature in blue ink that reads "Paul Peltier".

Paul Peltier
Executive Director

"One Range...One Voice!"

Range Association of Municipalities and Schools

5525 Emerald Avenue
Mt. Iron, MN 55768

Invoice

Invoice #: 2024 060
Invoice Date: 1/1/2024
Due Date: 1/31/2024
Project:
P.O. Number:

Bill To:

ISD 2090 Rock Ridge
411 5th Avenue South
Virginia MN 55792

Date	Description	Amount
11/6/2023	2024 RAMS Membership Dues Sales tax	2,100.00 0.00

Thank you for your continued support of RAMS!

Total	\$2,100.00
Payments/Credits	\$0.00
Balance Due	\$2,100.00

Phone #
218 748 7651



DATE: October 23, 2023
TO: RAMS MEMBERS
RE: NOTICE OF NOMINATIONS FOR RAMS BOARD OF DIRECTORS

As the year comes to a close, it is time for our member units to take action on filling the following vacancies on the RAMS Board of Directors. If your community or township has not had a seat on the RAMS Board, now is your opportunity to nominate someone from your board.

Nominated by Townships, Cities or School Districts:

- Eleven (11) vacancies (2-year term – 1/1/2024-12/31/2025)

Nominated by Superintendents Association:

- One (1) vacancy (2-year term – 1/1/2024-12/31/25)

Attached is a list of the twelve current board members whose term of office on the RAMS Board of Directors expires at the end of 2023. Each member unit (City, Township, School District) has the right to submit one nominee to be placed on the ballot, which will be voted on **in person at the Annual Meeting**. You may decide to nominate the same person whose term has expired, if they still hold an elected seat with your local government unit, or someone else from your elected officials. You may decide not to nominate anyone – the choice is yours. **PLEASE MAKE CERTAIN THIS ITEM IS PLACED ON YOUR BOARD AGENDA IN NOVEMBER OR EARLY DECEMBER in order to submit the nomination by the December 1st, 2023, deadline. Nominations received by this date will be placed on the official ballot.**

PLEASE RETURN THE OFFICIAL NOMINATION FORM BY DECEMBER 1st, 2023 in one of the following ways:

Email: paul@ramsmn.org
Mail: RAMS, 5525 Emerald Avenue, Mt. Iron, MN 55768

If you have any questions, please do not hesitate to contact either myself at 218-748-7651, or Kristen (RAMS Office Administrative Assistant) by email at rams@ramsmn.org.

Thanks for your immediate attention to this matter.

Sincerely,

Paul Peltier
RAMS Executive Director

**Range Association of Municipalities and Schools Board Members
(Term Expiring 12/31/2023)**

Aldrich, Richard	Superintendents Assn	ISD 701-Hibbing
Kalmi, Barb	School Board	ISD 319-Nashwauk/Keewatin
Friedlieb, Gary	City Council	City of Virginia
Berrini, Bob	Township Supervisor	Morse Township
Jofs, Norma Jean	City Council	City of Aurora
Hoffman-Sacoman, Jennifer	City Council	City of Hibbing
Kess, Paul	City Council	City of Ely
Lucas, Julie	Township Supervisor	French Township
Medure, Phillip	Township Supervisor	Great Scott Township
Stolp, Warren	Township Supervisor	Nashwauk Township
Vake, Travis	City Council	City of Chisholm
Zins, David	City Council	City of Hoyt Lakes

**OFFICIAL NOMINATION FORM
RAMS BOARD OF DIRECTORS
JANUARY 2024-DECEMBER 2025**

As a current dues paying member of RAMS, we officially nominate the following elected official
(Council Member, Township Supervisor, School Board Director):

Name
Elected Title

for the following term:

TWO YEAR TERM (TOWNSHIPS, CITIES, SCHOOL BOARD)
JANUARY 1, 2024-DECEMBER 31, 2025 (11 vacancies)

Submitted by:

Title

Date

Entity

NOMINATIONS MUST BE SUBMITTED BY DECEMBER 1st, 2023, IN ORDER TO BE INCLUDED ON THE OFFICIAL BALLOT. The election will be held at the Annual Meeting, December 14th, 2023.

EMAIL: paul@ramsmn.org MAIL: RAMS, 5525 Emerald Ave., Mt Iron, MN 55768



Job Description

Job Title: Sound and Lighting and AV Technician

Department: Community Education and Administration

FLSA Status: Exempt, this is an hourly wage position, on an as-needed basis.

General Definition of Work:

Ensures that the lighting, sound and other technical aspects of all school and community education performances in the high school auditorium run safely, smoothly and on time. In addition, is able to improvise and solve unique technical problems as they arise. Work is performed under the close supervision of Community Education, for community activities, and the High School Principal, for high school activities.

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions:

Must be current on theater sound, lighting, AV and staging equipment and best practices. Must work with the rest of a technical team, as well as creative practitioners, to plan, set up, perform and take-down (put away) all lighting and sound and AV equipment. Must ensure that theater equipment is kept in good working order and that all those using or exposed to it are safe. Must maintain technical performance spaces. Must work with and train other members of the tech crew. Must maintain an inventory and alert supervisors of any malfunctioning equipment. Must implement and oversee a regular maintenance program for all equipment. Must ensure the smooth running of the technical aspects of the day to day operations. Must organize the rigging, setting of lighting and sound equipment, acquiring and setting up of props-as it relates to technology on stage for performances and rehearsals, working closely with staff members concerned. Must carry out these duties in accordance with health and safety regulations.

Knowledge, Skills and Abilities:

The ability to work in a team and manage the demands and expectations of a number of people; effective communication between stakeholders; sound understanding of the production process and

theatre techniques, including modern lighting and sound techniques and technical equipment. Must have mechanical skills to maintain light fittings, loudspeakers, stands, cables as well as carry out simple rigging. Flexibility, creativity and improvisation skills as well as attention to detail is crucial.

Thorough knowledge of the methods, materials, tools; thorough knowledge of hazards and safety precautions associated with type of work assigned; thorough knowledge of applicable codes, pertinent inspection and safety requirements; ability to interpret and follow standard safety precautions associated with the work area; ability to provide oral and written instructions and information; ability to take written direction and perform work duties with little or no supervision or guidance; ability to maintain maintenance records; ability to use modern office equipment and related software; ability to establish and maintain effective working relationships with building staff, students, co-workers, tradesmen, associates and general public.

Working Conditions:

Hours may be irregular, related to the schedule of the productions and demands of the school and community education activities. Long shifts, late finishes and occasionally working on Sundays and holidays are common.

Education and Experience:

Minimum qualifications: High School diploma, two years experience with advanced sound and light boards.

Physical Requirements:

This work requires the regular exertion of up to 25 pounds of force and occasional exertion of up to 100 pounds of force; work regularly requires standing, walking, speaking or hearing, using hands to finger, handle or feel and repetitive motions, frequently requires stooping, kneeling, crouching or crawling, reaching with hands and arms, pushing or pulling and lifting and occasionally requires sitting, climbing or balancing and tasting or smelling; work requires close vision, ability to adjust focus, depth perception, color perception and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, assembly or fabrication of parts within arm's length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work frequently requires working near moving mechanical parts and exposure to outdoor weather conditions and occasionally requires wet, humid conditions (non-weather), working in high, precarious places, exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to extreme cold (non-weather), exposure to extreme heat (non-weather), exposure to the risk of electrical shock, exposure to vibration and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements: Training in sound and lighting and AV equipment.

Last Revised: 6/23/2023





Job Description

Job Title: Director of Technology

Department: Technology

FLSA Status: Exempt

General Definition of Work:

Performs complex executive and professional work. The Director of Technology provides vision and leadership for developing, implementing and managing information technology (IT) initiatives and functions. Must partner to constantly improve student achievement in support of a 21st Century Learning environment. Must drive cost effective solutions for district and school operations and increase efficiency of business processes in support of the district's business plan, and related work as apparent or assigned. Work involves setting policies and goals and action under the direction of the **Business Manager and (Delete)** Superintendent. Departmental supervision is exercised over Technology Department.

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions:

Serves as the leader of district-wide technologies issues and strategies. Develop and maintain School Board policies, District protocols, and operational plans related to technology that are in compliance with state and federal law and are consistent with the District's vision, mission and strategic plan. Works in concert with the superintendent and principals to conduct regular needs assessments to ensure the integration of technology across the curriculum. Develops and administers the District technology budget to ensure that resources are allocated in a manner consistent with the District Technology Plan. Maintains the District's inventory of hardware and software and coordinates the purchase of new hardware and software so that acquisitions are cost effective and consistent with the District's Technology Plan. Supervises system support of all data, video and voice communication

infrastructure and equipment. Directs development and maintenance of a Wide Area Network (WAN) and building level Local Area Networks (LAN). Demonstrates excellent customer service skills. Oversees the training of staff in the use of technology. Supervises all personnel within the technology department. Performs other duties of a similar nature or level as assigned. Administers and configures all technology platforms, servers, and software. Administers and configures all technology networks and directories. Responsible for District's Social Media pages, including websites and Facebook. Responsible for student and staff information system and database. Administers HVAC servers and software. Manages all district phones, communications, security, and bell systems.

Knowledge, Skills and Abilities:

Thorough knowledge of a technology department operation; thorough knowledge of the program areas in instructional technology; thorough knowledge in creating and monitoring a department budget; thorough knowledge of state and federal funding for technology; demonstrated effective management skills, including project management, planning, employee supervision, and verbal and written communication skills; demonstrated effective human relations skills; evidence of significant successful experience in technology leadership and general education, including visionary, innovative expertise in planning and directing the strategic use of technology for instructional engagement, management efficiency and instructional improvement; strong communication skills and interpersonal skills as applied to interaction and coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction. Ability to understand and implement technical concepts within a short period of time.

Education and Experience:

Bachelor's degree with coursework in education or information technology, or related field and considerable experience in E-12 Setting, or equivalent combination of education and experience. Master's degree preferred.

Physical Requirements:

This work requires the occasional exertion of up to 25 pounds of force; work frequently standing, walking, speaking or hearing and using hands to finger, handle or feel and occasionally requires sitting, stooping, kneeling, crouching or crawling, reaching with hands and arms, pushing or pulling and lifting; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data and observing general surroundings and activities; work has no exposure to environmental conditions; work is generally in a moderately noisy location (e.g. business office, light traffic). Work occasionally requires exposure to fumes or airborne particles, exposure to outdoor weather conditions and exposure to the risk of electrical shock. Work occasionally requires visual inspection involving small defects and/or small parts and operating machines.

Special Requirements: MN Teaching License and valid driver's license in the State of Minnesota.

Last Revised: 2/2017 (V)





Job Description

Job Title: Superintendent Secretary **School Board Secretary & Media Communications Coordinator**

Department: Administration

Supervisor: Superintendent

FLSA Status: Exempt

General Definition of Work:

Performs difficult skilled administrative support work providing high level, confidential and administrative support for the Superintendent, members of the School Board, and district, including, but not limited to assisting in the development and assembly of meetings and agendas, attendance at all Board meetings, preparing and publishing minutes and resolutions, screening callers and greeting visitors, managing calendars, providing assistance in resolving and addressing routine issues and problems not requiring the Superintendent, providing coordination and scheduling of workshops, meetings and special events, making travel arrangements and maintaining and organizing confidential records, reports and files, ~~and related work as apparent or assigned.~~ **administering election duties, updating and managing district website, managing social media outlets, preparing district newsletters, planning and organizing district-wide staff and community events, and related work as apparent or assigned.** Work is performed under the general direction of the Superintendent. Individual must be a positive representative for district.

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions:

Responsible for schedules and arranges appointments, workshops or special events, as well as travel arrangements for the Superintendent and School Board. Prepares and organizes materials, agendas, and supporting documents, ~~Responsible for maintaining the Superintendent's calendar, schedules and arranges appointments, workshops or special events and coordinates complex meetings for the Superintendent. Prepares and organizes materials and reports for School Board members; attends all~~

School Board meetings and other meetings to provide clerical and secretarial support and assistance during meetings. Provide administrative support for the Superintendent of a confidential nature or as needed, including preparation of high volume of general and specialized correspondence, preparation of materials, which may include financial, analytical and communication materials. Prepared minutes of the school Board meetings and directing routine follow-up, including transmittal preparation, indexing of minutes and publishes the official minutes. Performs advanced secretarial and routine clerical work for the Superintendent and School Board involving tasks as maintaining files, serving as a liaison to principals, distributing messages, copying, faxing, processing incoming/outgoing mail, typing documents, ordering supplies, and providing customer service to internal and external sources. Coordinates activities and communication among the Superintendent, School Board and other agencies, city and state officials and internal departments. Initiates and maintains confidential and administrative information and files and records including those relating to employee-employer relations. Receives and resolves problems and routine concerns that do not require the assistance of the Superintendent; and when appropriate, regularly update the Superintendent. Ensures the office operates in an effective, efficient and professional manner; transmits new procedures and decisions to various departments. Researches, compiles and analyzes data for a variety of projects at the request of the Superintendent; responds and provides assistance to the Superintendent and staff. Maintains and updates School Board policies when approved by the School Board; prepares policies for review by policy committee and School Board: **Assists in processing requests and maintaining records.** ~~in a positive and supportive manner to staff and public.~~ Projects the Superintendent and School Board in a positive and supportive manner to staff and public. Works cooperatively and in tandem with other administrative support staff; serves as a backup to other department clerical staff. Assists with emergency/disaster situations, including emergency protocols with the Superintendent and other staff. Demonstrates excellent customer service to students, staff, parents, visitors, and the general public. Performs other duties as assigned related to carrying out the responsibilities of the function. Prepares and creates materials and has working knowledge of presentation software and newsletter software, including online social media materials. **Maintains all seniority lists. Serves as an election clerk administering all election duties as needed. Process and receipt of retiree insurance premiums. Prepare and receipts deposits as necessary.** ~~Maintains employee contracts, applications, licenses, and records. Maintains personnel files.~~ Acts as a notary when requested. Must support the school's mission and culture, to have good attendance, and to be a positive team player.

Knowledge, Skills and Abilities:

Thorough knowledge of the policies, practices, methods and techniques used in the administrative functions of a school office; thorough knowledge of prescribed school board policies and procedures; thorough skill in oral and written communication; thorough skill in the use of personal computers and related software packages; ability to work independently; ability to detect sensitive situations and respond appropriately; ability to understand and apply law; ability to compose correspondence and reports from brief instructions; ability to follow direction and to perform related office duties with limited supervision and oversight; ability to make arithmetic computations using whole numbers, fractions and decimals; ability to compute rates, ratios and percentages; ability to type accurately and at a reasonable rate of speed; skill in collecting and assembling data, preparing reports, monitoring progress and analyzing data; skill in adapting style to divergent situations; ability to multiplex and work

well under pressure; ability to meet the public effectively; ability to establish and maintain effective working relationships with associates, the School Board, parents, elected officials, students, staff, superintendent and the general public.

Education and Experience:

Associates/Technical degree and considerable experience working with standard office programs, including all computer platforms, as an administrative assistant, or equivalent combination of education and experience. Experience with promotional, marketing, and social media platforms is desired. Bachelor's degree preferred.

Physical Requirements:

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, speaking or hearing and using digit dexterity, frequently requires reaching with hands and arms and repetitive motions and occasionally requires standing, walking, stooping, kneeling, crouching or crawling, pushing or pulling and lifting; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, operating machines and observing general surroundings and activities; work has no exposure to environmental conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements: Valid driver's license in the State of Minnesota.

Last Revised: 2/2017 (V)





Job Description

Job Title: Business Manager

Department: Administration

Supervisor: Superintendent

FLSA Status: Exempt

General Definition of Work:

Performs executive work planning, directing, coordinating and supervising department operations, preparing and enforcing the budget, ensuring that regulations and procedures are followed, maintaining appropriate records and files, and related work as apparent or assigned. Work involves setting policies and goals under the direction of the Superintendent. Work performed under the direction of the superintendent. Departmental supervision is exercised over all employees of the Business Office and the Technology Office.

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions:

Directs, organizes and participates in district financial forecasting, accounting, budget preparation and control. Provides fiscal and technical assistance to department heads, principals, directors, supervisors, finance advisory committee, School Board and staff. Works collaboratively with Human Resources to effectively negotiate and manage relations with bargaining units. Promotes community partnerships relating to instructional and facility improvements. Represents the District during presentations to community organizations. Directs the preparation and completion of the audit process. Develops accounting and finance policies and procedures. Provides fiscal reports to the School Board and the public. Advises and initiates recommendations to the Superintendent concerning the District's business affairs; prepares and submits reports as required or requested to the Superintendent. Prepares statistical research for projects assisting in short- and long-range planning and decision making.

Prepares quarterly and annual payroll tax returns. Reconciles district's fixed asset records. Performs other duties as assigned.

Knowledge, Skills and Abilities:

Comprehensive knowledge of general laws and administrative policies governing school district financial practices and procedures; comprehensive knowledge of the principles and practices of accounting and budgeting in school districts; ability to evaluate financial systems and efficiently formulate and install accounting methods, procedures, forms and records; ability to prepare informative financial reports; ability to plan, organize, direct and evaluate the work of subordinate employees; ability to establish and maintain effective working relationships with associates, governmental officials and the general public.

Education and Experience:

Bachelor's degree with coursework in business administration, accounting, or related field and extensive experience working as a financial manager in the public sector, or equivalent combination of education and experience. Master's degree preferred.

Physical Requirements:

This work requires the occasional exertion of up to 10 pounds of force; work regularly requires speaking or hearing, frequently requires sitting and using hands to finger, handle or feel and occasionally requires standing, walking, climbing or balancing, stooping, kneeling, crouching or crawling, reaching with hands and arms, pushing or pulling, lifting and repetitive motions; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, operating machines and observing general surroundings and activities; work has no exposure to environmental conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements: CPA preferred.

Last Revised: 2/2017





Job Description

Job Title: ~~Accounts Payable and Bookkeeping Clerk~~ **Finance Officer**

Department: Business Office

Supervisor: Business Manager

FLSA Status: ~~Non-Exempt~~ **Exempt**

General Definition of Work:

Performs skilled administrative support work processing invoices, check requests and reimbursements, maintaining records, reports and files, and related work as apparent or assigned. Work is performed under the direction of the Business Manager.

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions:

Enters ~~invoice~~ data into **SmartFinance** ~~finance system~~ **to process vendor checks and purchase orders.** ~~Prepares and processes check register and checks.~~ Reviews various financial reports for accuracy. **Process all payments for the True North Star Perkins Consortium. Maintains vendor list ensuring W-9s are completed and on file for individual contractors. Prints invoices sent by email. Codes and enters invoices for the schools' blanket purchase orders. Checks monthly vendor statements.** Communicates with vendors and employees to effectively resolve questions and problems that arise. **Proof data and processes yearly 1099 tax forms for the IRS. Place on-line orders. Works with the receiving department to verify items ordered and where to deliver the items. Work directly with technology department to process orders asap to keep up with the schools daily technological needs. Processes invoices to have individuals or organizations reimburse the school for transportation costs and other expenses. Process invoices to bill parents or guardians of students for damage to iPads, missing iPads and missing iPad supplies. Deliver bank deposits.** ~~Prepares and enters journal entries. Prepares 1099 tax reporting; submits to IRS. Collect and process W-9 forms for vendors. Prepares various financial data reports and~~

~~summaries for board or administrative review.~~ Processes incoming mail and forwards to appropriate departments. Processes outgoing mail and delivers the outgoing mail to the post office ~~maintains the postage meter.~~ **Go to UPS or FedEx as needed. Coordinates shredding of schools confidential materials.** Process credit applications, process bi-monthly school board resolutions, ~~Establishes and maintains various financial files, records and reports.~~ Assists with the preparation and completion of the annual audit. ~~Enters data necessary to generate purchase orders.~~ Orders copier supplies. ~~for the school's copiers.~~ Receives incoming calls and forwards the calls to the appropriate departments. ~~Receives incoming faxes and forwards to appropriate departments.~~ Provides customer service to students, staff, parents, and community members. Other duties as assigned.

Knowledge, Skills and Abilities:

General knowledge of governmental accounting principles and procedures; general knowledge of federal and state fiscal regulations and procedures relevant to school program funding; general knowledge of bookkeeping terminology and methods; general knowledge of standard office procedures, practices and equipment; thorough skill in the use of standard computer equipment and software; ability to maintain financial records and to prepare reports and statements; ability to make arithmetical computations using whole numbers, fractions and decimals; ability to compute rates, ratios and percentages; ability to understand and apply governmental accounting practices in the maintenance of financial records; ability to establish and maintain effective working relationships with associates and the general public.

Education and Experience:

Associates/Technical degree in accounting, accounts payable, or related field and moderate experience working in an accounting role, or equivalent combination of education and experience.

Physical Requirements:

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, using hands to finger, handle or feel and repetitive motions and occasionally requires standing, walking, speaking or hearing, climbing or balancing, reaching with hands and arms, pushing or pulling and lifting; work requires close vision and ability to adjust focus; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, operating machines and observing general surroundings and activities; work has no exposure to environmental conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements: **Ability to type 40 wpm.**

Last Revised: 2/2017 (V)





Job Description

Job Title: ~~Confidential Superintendent and Human Resources Secretary~~ **Human Resources Specialist**

Department: Administration

Supervisor: Business Manager and Superintendent with final evaluation responsibility of Superintendent

FLSA Status: Exempt

General Definition of Work:

The Human Resources Specialist is responsible for providing leadership for all district Human Resource functions to ensure all actions play a strategic role in accomplishing the district mission, visions and strategic direction. The Human Resource Specialists is responsible for the essential department functions including recruitment, advertising, and selection of high performing employees, interpretation and management of employment contracts, employee relations, organizational planning, staffing, and compliance with all applicable state and federal laws. Performs difficult and intermediate skilled administrative support work providing high level, confidential and administrative support for the Superintendent, members of the School Board, including, but not limited to assisting in the development and assembly of meetings and agendas, attendance at all Board meetings, preparing and publishing minutes and resolutions, screening callers and greeting visitors, managing calendars, and providing assistance in resolving and addressing routine issues and problems not requiring the Superintendent, providing coordination and scheduling of **new hire meetings and para testing**, workshops, meetings and special events, making travel arrangements and maintaining and organizing confidential records, reports and files, and related work as apparent or assigned. Individual must be a positive representative for the district. Work is performed under the general direction of the Superintendent and Business Manager. The final evaluation is the responsibility of the Superintendent.

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions:

Responsible for posting open jobs, processing background checks, handling all incoming faxes, entire onboarding process of new employees, verification with the Board of Teaching, maintain pre-employment, employment and post-employment personnel records and information according to applicable data retention laws and policies, process terminations, keep up to date on employment and human resource law and be the main contact person for the district, administer labor contracts as to maintain fair and equitable treatment of employees and to assure compliance with negotiated agreements. Provides contract interpretations to supervisors and employees. Leads a culture of customer service and continuous improvement that sets the tone for the district and the Human Resources department. Interfaces with district legal counsel, when necessary and/or prudent, on employment matters and ensures compliance. Prepare and/or complete in an accurate and timely manner state and federal reports for the purpose of compliance. Handle all FMLA and Workers Compensation. Works proactively to resolve issues before they become formal grievances and utilizes problem solving techniques to bring about a resolution where appropriate. Attends professional growth sessions for the purpose of keeping his/her professional Human Resource knowledge current with changing laws and regulations. Protects confidentiality of records and information about staff, and uses discretion when sharing any such information within legal confines. Acts as a notary when requested. Performs other duties as assigned.

Responsible for maintaining the Superintendent's calendar, schedules and arranges appointments, workshops or special events and coordinates complex meetings for the Superintendent. Prepares and organizes materials and reports for School Board members, attends all School Board meetings and other meetings to provide clerical and secretarial support and assistance during meetings. Provide administrative support for the Superintendent of a confidential nature or as needed, including preparation of high volume of general and specialized correspondence; preparation of materials, which may include financial, analytical and communication materials. Prepares minutes of the School Board meetings and directing routine follow-up, including transmittal preparation, indexing of minutes and publishes the official minutes. Performs advanced secretarial and routine clerical work for the Superintendent and School Board involving tasks such as maintaining files, serving as a liaison to principals, distributing messages, copying, faxing, processing incoming/outgoing mail, typing documents, ordering supplies, and providing customer service to internal and external sources. Coordinates activities and communication among the Superintendent, School Board, other agencies, city and state officials and internal departments. Initiates and maintains confidential and administrative information and files and records including those relating to employee-employer relations. Receives and resolves problems and routine concerns that do not require the assistance of the Superintendent; and when appropriate, regularly update the Superintendent. Ensures the office operates in an effective and efficient and professional manner; transmits new procedures and decisions to various departments. Researches, compiles and analyzes data for a variety of projects at the request of the Superintendent; responds and provides assistance to the Superintendent and staff. Maintains and updates School Board policies when approved by the School Board, prepares policies for review by policy committee and School Board. Assists in processing requests, maintaining records. Projects the Superintendent and School Board in a positive manner to staff and public. Works cooperatively and in tandem with other administrative support staff, serves as a backup to other department clerical staff.

~~Assists with emergency/disaster situations, including emergency protocols with the Superintendent and other staff. Demonstrates excellent customer service to students, staff, parents, visitors and the general public. Performs other duties as assigned related to carrying out the responsibilities of the function. Prepares and creates materials and has working knowledge of presentation software and newsletter software, including online social media materials. Maintains employee contracts, applications, licenses, records. Maintains personnel files. Acts as a notary when requested. Must support the school's mission and culture, to have good attendance, and to be a positive team player.~~

~~Assists employees with contract questions. Keeps track of time off for employees and notices of assignments. Compiles seniority lists and sub lists. Manages AESOP and employee data in AESOP. Works on employment postings and any leave requests. Manages Applitrack and manages applications for positions. Responsible for creation of individual teacher contracts and maintains personnel files. Process FMLA, ACA, and work comp paperwork. Answer employee questions about contracts and benefits. Process unemployment paperwork and retiree benefits, as necessary. Takes care of COBRA paperwork and employee questions. Manages Veritime clock system. Work cooperatively with principals and superintendent and other hiring administrators to ensure a smooth hiring, retention, and end of employment experience. Additional duties as assigned by the Superintendent or Business Manager.~~

Attends workshops and meetings as necessary and required by the Superintendent.

Knowledge, Skills and Abilities:

Thorough knowledge of the policies, practices, methods and techniques used in the administrative functions of a school office; thorough knowledge of prescribed school board policies and procedures; thorough skill in oral and written communication; thorough skill in the use of personal computers and related software packages; ability to work independently; ability to detect sensitive situations and respond appropriately; ability to understand and apply law; ability to compose correspondence and reports from brief instructions; ability to follow direction and to perform related office duties with limited supervision and oversight; ability to make arithmetic computations using whole numbers, fractions and decimals; ability to compute rates, ratios and percentages; ability to type accurately and at a reasonable rate of speed; skill in collecting and assembling data, preparing reports, monitoring progress and analyzing data; skill in adapting style to divergent situations; ability to multiplex and work well under pressure; ability to meet the public effectively; ability to establish and maintain effective working relationships with associates, the School Board, parents, elected officials, students, staff, superintendent and the general public. Responds with empathy to difficult employee life situations.

Thorough knowledge of hardware and peripheral equipment; thorough skill creating and maintaining various electronic and paper records; ability to follow direction from others and to perform related office duties with limited supervision and oversight and ability.

Education and Experience:

Associates/Technical degree and considerable experience working with standard office programs, including all computer platforms, as an administrative assistant, or equivalent combination of education and experience. Bachelor's degree preferred. **Experience in Human Resources preferred.**

Physical Requirements:

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, speaking or hearing and using digit dexterity, frequently requires reaching with hands and arms and repetitive motions and occasionally requires standing, walking, stooping, kneeling, crouching or crawling, pushing or pulling and lifting; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, operating machines and observing general surroundings and activities; work has no exposure to environmental conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements: Valid driver's license in the State of Minnesota. **MN Notary Public.**

Last Revised: 10/2017 (V)





Job Description

Job Title: ~~Finance Assistant/Payroll~~ Payroll and Benefits Specialist

Department: Business Office

Supervisor: Business Manager

FLSA Status: Exempt

General Definition of Work:

Performs intermediate administrative work processing payroll, remitting information to governing agencies, maintaining and updating various financial records, and related work as apparent or assigned. Work is performed under the supervision of the Business Manager.

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions:

Coordinates and processes district payroll for part-time and AFSCME employees, collects, calculates and enters employee information into system; verifies account codes; processes deductions and garnishments; prepares and issues paper checks and direct deposit notifications. Maintains accurate information for employees regarding personal, contract and deduction information. Reviews and process time cards for payment. Calculates salary changes and updates payroll system and records. Calculates and processes wages, payroll taxes, TRA and PERA, garnishments, child support orders and union dues, Reviews, prints and makes available to all employees year-end W2 information. Resolves employee payroll issues or questions. Reviews electronic timecards, creates absences and adjustments as needed, processes time off and accruals and makes adjustments as needed. Brings bank deposits to the bank. Processes Affordable Care Act reports, STAR Reporting, process unemployment, assists with workers compensation, compiles data for employee negotiations, interprets employment contracts. Meets with new employees, ensures all new hire paperwork is completed by employee, enters employee information into various systems as well as creates schedules and calculates time off for the employee. Provides customer service to staff, visitors and community members. Communicates with

~~unions during employment changes. Verifies and transmits W2 information to IRS and state governing agencies. Resolves employee payroll issues or questions. Gathers information into appropriate record or summary format for presentation to the Board or administrators. Receives district cash and checks; prepares bank deposit. Performs general ledger adjustments and analyzes ledgers and supporting documents to ensure the accuracy and integrity of various financial reports; prepares and enters journal entries. Reconciles budget accounts. Maintains seniority, Affordable Care Act reports. Coordinate benefits with employees. Ensure all new hire paperwork is completed by employee. Maintain HR database for job postings and new hire selection process. Provides customer service to students, staff, parents, visitors and community members. Communicates with unions during employment changes. Performs year end audit procedures including fund balance reconciliation, calculation of receivables and revenue verification. Prepares and files quarterly federal and state withholding tax forms. Serves as backup for accounts payable. Performs other duties as assigned. Acts as a notary when requested.~~

Knowledge, Skills and Abilities:

Thorough knowledge of payroll and benefit program administration; thorough knowledge of bookkeeping terminology and methods; general knowledge of accounting theory and principles; general knowledge of word processing and spreadsheet programs; general knowledge of standard office procedures, practices and equipment; thorough skill in the use of personal computer and general office equipment; ability to follow detailed instructions; ability to maintain financial records and prepare financial reports; ability to make arithmetic computations using whole numbers, fractions and decimals; ability to compute rates, ratios and percentages; ability to understand and apply governmental accounting practices in the maintenance of financial records; ability to establish and maintain effective working relationships with associates, staff and the general public.

Education and Experience:

Associates/Technical degree in finance, accounting, or related field and considerable experience working in an accounting role, or equivalent combination of education and experience. Bachelor's degree preferred.

Physical Requirements:

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting and repetitive motions, frequently requires using hands to finger, handle or feel and occasionally requires standing, walking, speaking or hearing, climbing or balancing, stooping, kneeling, crouching or crawling, reaching with hands and arms, pushing or pulling and lifting; work requires close vision and ability to adjust focus; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, operating machines and observing general surroundings and activities; work has no exposure to environmental conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements: ~~Minnesota Notary Public preferred.~~





Job Title: ~~Payroll/Benefits Clerk~~ Payroll and Benefits Coordinator

Department: Business Office

Supervisor: Business Manager

FLSA Status: Exempt

General Definition of Work:

Performs intermediate administrative work processing payroll, remitting information to governing agencies, maintaining and updating various financial records, and related work as apparent or assigned. Work is performed under the supervision of the Business Manager.

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions:

Coordinates and processes district payroll for Teachers, Administration, Coaches, and Activity Workers; collects, calculates and enters employee information into system; verifies account codes; processes/calculates deductions and garnishments. Maintains accurate information for employees regarding personal, contract and deduction information. Reviews and process time cards for payment. Calculates salary changes and updates payroll system and records. Calculates and processes wages, payroll taxes, TRA and PERA, 403B, garnishments, child support orders and union dues. Reviews, prints and makes available to all employees year-end W2 information. Resolves employee payroll issues or questions. Gather information into appropriate record or summary format for presentation to the Board or administrators. Receives/records district cash and checks, prepares bank deposit. Invoice and Track payments for retirees, all other accounts receivable Affordable Care Act report, process 1095C's. Meet with all new benefit eligible staff.

Coordinate benefits with employees, track all staff's insurance elections, reconcile insurance invoices monthly, comply with COBRA rules. Ensure all new hire paperwork is completed by employee. Set up and track employee time off, semi-monthly accruals, import/exports. STAR Reporting. Process Unemployment Claims, Assists with Workers Comp, Prepares Work Comp Audit, Prepares Sales Annual Tax Return, Assist with negotiations data, Track VEBA/HCSF.

Provides customer service to staff, visitors and community members. Communicates with unions during employment changes. Assists with year end-audit procedures. Performs other duties as assigned. Acts as a notary when requested.

Knowledge, Skills and Abilities:

Thorough knowledge of payroll and benefit program administration; thorough knowledge of bookkeeping terminology and methods; general knowledge of accounting theory and principles; general knowledge of word processing and spreadsheet programs; general knowledge of standard office procedures, practices and equipment; thorough skill in the use of personal computer and general office equipment; ability to follow detailed instructions; ability to maintain financial records and prepare financial reports; ability to make arithmetic computations using whole numbers, fractions and decimals; ability to compute rates, ratios and percentages; ability to understand and apply governmental accounting practices in the maintenance of financial records; ability to establish and maintain effective working relationships with associates, staff and the general public.

Education and Experience:

Associates/Technical degree in finance, accounting, or related field and considerable experience working in an accounting role, or equivalent combination of education and experience. Bachelor's degree preferred.

Physical Requirements:

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting and repetitive motions, frequently requires using hands to finger, handle or feel and occasionally requires standing, walking, speaking or hearing, climbing or balancing, stooping, kneeling, crouching or crawling, reaching with hands and arms, pushing or pulling and lifting; work requires close vision and ability to adjust focus; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, operating machines and observing general surroundings and activities; work has

no exposure to environmental conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements: Minnesota Notary Public

Last Revised: 2/2017 (V)



ROCK RIDGE PUBLIC SCHOOLS

Salary and Benefits for the Finance Assistant/Payroll – Stephanie McDermid Work Year July 1, 2022 through June 30, 2024

Salary for 2022-23: \$47,406 2023-2024: \$48,354

Days Worked = 208 (.8 FTE) Supervisor: Business Manager

Work Day = 8 hours exclusive of lunch with more time as needed to meet the needs of the district.
Expectation to work on days that school is called off for inclement weather.

Holidays = 12 (New Year's Eve, New Year's Day, President's Day, Good Friday, Easter Monday, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve, Christmas Day).

Vacation Days = 20 Days

Sick Leave = 15 days accumulative to a maximum of 130. This includes bereavement leave.

Health Insurance: BC/BS VEBA plan #835 as chosen by the District.

The District will contribute to the employee's health insurance premiums as follows:

District Premium Contribution:	Single Policy = 95% less \$25/month
	Family Policy = 70% less \$25/month

Example: (monthly single premium x 95%) - \$25 = District contribution

The District will annually contribute to the employee's VEBA savings account as follows:

Annual District VEBA Contribution:	2022-2024 = 85% of VEBA deductible
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VEBA contribution deposits will be made quarterly starting September.

Dental Insurance: Shall be the Delta Dental Non-contracted Subgroup 0002 Plan. The District will pay 100% of the premium cost for a single policy or 75% of the premiums for a family policy.

Life Insurance: The premium for a \$50,000 Term Life Policy shall be paid by the District.

Long Term Disability Insurance: Shall be provided by the district.

Tax-Sheltered Annuities: The employee will be eligible to participate in a tax-sheltered annuity plan through payroll deduction established pursuant to Section 403(b) or 457 (b) of the Internal Revenue Code of 1986, Minnesota Statutes, Section 123B.02, Subd. 15, and School District policy, and as otherwise provided by law. The School District will match the payroll deduction up to an amount of \$1,150 annually.

Health Care Savings Plan: Contribution based on School District Policy #430.

The purpose of this document is to set forth the wages and benefits for the listed position, it is not intended to serve as an employment contract. The district reserves the right to reduce or eliminate the position at any time or to terminate the employee for just cause. Signatures below indicate an understanding and acceptance of the terms of this document.

Signature of Employee Stephen K Date of Employee's Signature 12/19/22

Signature of Board Chair _____ Date of Chair's Signature _____

Signature of Board Clerk _____ Date of Clerk's Signature _____

Finance Meeting
October 30, 2023

Controller	(77,020.03)
Increase Payroll & Benefits Specialist - 416 hours	13,982.77
Increase School Board Secretary & Media Communications Coordinator - 130 hours	<u>4,808.17</u>
Decrease to Business Office	(58,229.09)

Signature of Employee *Shiv M. Samra* Date of Employee's Signature **1/5/23**

Signature of Board Chair _____ Date of Chair's Signature _____

Signature of Board Clerk _____ Date of Clerk's Signature _____

Finance Meeting
October 30, 2023

Controller	(77,020.03)
Increase Payroll & Benefits Specialist - 416 hours	13,982.77
Increase School Board Secretary & Media Communications Coordinator - 130 hours	<u>4,808.17</u>
Decrease to Business Office	(58,229.09)

FORM A

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

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

WHEREAS, the Governing Board of] ISD 2909 recognizes the value of student participation in extracurricular activities; and

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

THEREFORE, BE IT RESOLVED, that the Governing Board of ISD 2909 supports the school's application to the Minnesota State High School League Foundation for a **FORM A** grant to offset student activity fees.

Date

Board Chair/Head of School

Date

Board Clerk – Treasurer/ Finance Director

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION ESTABLISHING COMBINED POLLING PLACES
FOR SCHOOL DISTRICT ELECTIONS NOT HELD
ON THE DAY OF A STATEWIDE ELECTION

BE IT RESOLVED by the School Board of Independent School District No. 2909, State of Minnesota, as follows:

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school district elections not held on the day of a statewide election. Each combined polling place must be a polling place that has been designated by a county or municipality. The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election:

Combined Polling Place 1: Fayal Town Hall, 4375 Shady Ln., Eveleth, MN 55734

This combined polling place serves all territory in Independent School District No. 2909 located in Fayal Township; Iron Junction Township; and Clinton Township, St. Louis County, Minnesota.

Combined Polling Place 2: Gilbert City Hall, 16 S Broadway St., Gilbert, MN 55741

This combined polling place serves all territory in Independent School District No. 2909 located in the City of Gilbert; Biwabik Township; the City of McKinley; Unorg. Precinct 14 Tikander Lake/Lakeland; and Unorg. Precinct 18 (59-16), St. Louis County, Minnesota.

Combined Polling Place 3: Iron Trail Motors Event Center, 919 6th St S., Virginia, MN 55792

This combined polling place serves all territory in Independent School District No. 2909 located in the City of Virginia, Precincts 1, 2, 3, 4, and 5, St. Louis County, Minnesota.

Combined Polling Place 4: Eveleth City Auditorium, 421 Jackson St., Eveleth, MN 55734

This combined polling place serves all territory in Independent School District No. 2909 located in the City of Eveleth, Precincts 1 and 2; and the City of Leonidas, St. Louis County, Minnesota.

Combined Polling Place 5: Wuori Town Hall, 7449 Werner Rd., Virginia, MN 55792

This combined polling place serves all territory in Independent School District No. 2909 located in the City of Mountain Iron, Precinct 2; Wuori Township; Sandy Township; Pike Township; and Unorg. Precinct 15 Sand Lake, St. Louis County, Minnesota.

3. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located, in whole or in part, within thirty (30) days after its adoption.

4. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to each affected household with at least one registered voter in the school district whose school district polling place location has been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon vote being taken, the following voted in favor thereof:

And the following voted against the same:

And the following were absent:

Whereupon, said resolution was declared duly passed and adopted.

Dated: November 23, 2023

/s/ _____
Board Chair
Rock Ridge Public Schools
Independent School District No. 2909

/s/ _____
Board Clerk
Rock Ridge Public Schools
Independent School District No. 2909