



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

**Regular Meeting
Monday, June 10, 2024 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. Boys Head Hockey Coach.
5. KA Quarterly Report Presentation for Qtr 1 & 2 in 2024. 6
6. Consent Agenda:
 1. Approval of May 13, 2024 regular meeting minutes. 43
 2. Approval of the 2023-2024 Club Advisors - yellow highlighted advisors along with their stipend require approval for the 2023-2024 school year. 47
 3. Approval of transfer (summer only) to the Summer Day Camp Staff position at a rate of \$13.50/hour effective June 3, 2024: Lissa Kriefels, Natalie Backe, April Stupca, Breanna Bridgewater, and Isabella Axelson.
 4. Approval of transfer (summer only) for the ESY Paraprofessional positions (LES): Emily Houghton and Kadeen Auel at a rate of \$18.47/hour effective June 11, 2024.
 5. Approval of transfer (summer only) for the ESY Paraprofessional positions (RRHS): Shannon Schmidtke, Christine Nelson, Corey Borden, Anastasia Ebnet, Jody Johansen, Kristie Intihar Michelle Pietila, Stephanie Strand, Cynthia Ray (substitute if needed), Kimberly Bjork (Substitute if needed) at a rate of \$18.47/hour effective June 11, 2024. 49
 6. Approval of hire of Melissa Hillman for the Early Childhood Child Care Mentor position at a rate of \$32.00/hour effective May 17, 2024 through June 30, 2025.

7. Approval of hire of Sarah Knudson for the Family, Friend, and Neighbor Child Care Provider position at a rate of \$32.00/hour effective May 17, 2024 through June 30, 2025.
8. Approval of hire of the following for the ESY Paraprofessional (RRHS) position at a rate of \$18.47/hour effective June 10, 2024: Carolee Hagen, Miranda Johnson, Melodi Haugen, Siri Stocke, Natasha Clemmer.
9. Approval of hire of Mitchell Pedersen for the Custodian/General Maintenance/Grounds/Driver position at a rate of \$24.25/hour effective May 30, 2024.
10. Approval of hire of Quaid Peterson for the Technology Specialist Level 1 position at a rate of \$21.72/hour effective June 11, 2024.
11. Approval of hire of Lee Costley for the Secondary Special Education Teacher position with a salary of \$81,316 (MA+10 Step I) effective August 27, 2024. 50
12. Approval of hire of Macoy Rudolph for the Secondary Special Education Teacher position with a salary of \$64,493 (MA Step D) effective August 27, 2024. 54
13. Approval of hire of Kianna Martinson for the Secondary Special Education Teacher position with a salary of \$64,493 (MA Step D) effective August 27, 2024. 56
14. Approval of hire of Angela Suihkonen for the Speech Language Pathologist position with a salary of \$70,941 (MA+18 Step E) effective August 27, 2024. 57
15. Approval of additional duty of WEB Coordinator for Kelli Voss and Brandon Miller with a split stipend of \$1,009 each for the 2024-2025 school year.
16. Approval of returning coaches for the 2024-2025 school year: Ryan Malich (Boys Head Track and Field), Sean Streier (Boys Assistant Track and Field), Jason Ness (Head Speech), Jeff Teasck (8th Grade Softball), Darren Aho (JV Softball), Jeffrey Ralston (JV Girls Hockey), Jeremy Liimatta (Co-Director One Act and Co-Director Spring Play), Chris Chad (Co-Director One Act and Assistant Director Spring Play).
17. Acceptance of resignation of Zoey Hougas from the Custodian/General Maintenance/Grounds/Driver position effective May 20, 2024.
18. Acceptance of resignation of Crystal Nucech-Duesler from the School Readiness Teacher position effective May 23, 2024.
19. Acceptance of resignation of Stacy Fabish from the Paraprofessional position effective May 27, 2024.
20. Acceptance of resignation of Daniel Melby from the Secondary Music Teacher position effective at the end of the 2023-2024 contract year.
21. Acceptance of resignation of Jennifer Nettleton from the Secondary Special Education Teacher position effective at the end of the 2023-2024 contract year.
22. Acceptance of resignation of Gina Anderson from the Special Education Teacher position effective at the end of the 2023-2024 contract year.
23. Acceptance of resignation for the purpose of retirement of Deanna Kerzie from the Head Girls Track and Field Coach position effective at the completion of the 2023-2024 season.
24. Correction to Nancy Reed's coaching position title from Junior High Girls Swimming Coach to Assistant Girls Swimming Coach with a stipend of \$3,278 for the 2024-2025 school year.
25. Correction to start date of the following 2023-2024 Summer Day Camp Staff from

June 6, 2024 to June 3, 2024: Amelia Sandnas, Julianna Bockelmann, Cindi Nelson, Leigh Backe, Ella Lamppa, Jordan Walters.	
26. Approval of the Substance Abuse Prevention Grant Youth Group Leader Contract (CORE) for the 2023-2024 school year for Samantha Papenfuss-Krage.	59
27. Approval of lane change for Amanda Rasmussen from BA+20 to MA effective June 1, 2024.	
28. Acceptance and appreciation of a donation from Rhonda Halunen and Lezlie Weiss in the amount of \$1,667 to the #RockRidgeRising campaign - VHS Class of 1951 Basketball Court (outside at North Star Elementary).	
29. Acceptance and appreciation of a donation from Rod and Mary Lou Halunen in the amount of \$1,667 for the #RockRidgeRising campaign - VHS Class of 1951 Basketball Court (outdoor court at the new North Star Elementary).	
30. Acceptance and appreciation of a donation from Todd and Cindy Halunen in the amount of \$1,668 for the #RockRidgeRising campaign - VHS Class of 1951 Basketball Court (outdoor court at the new North Star Elementary).	
31. Acceptance and appreciation of a donation from Delanie and Steve Giorgi in the amount of \$1,667 for the #RockRidgeRising campaign - VHS Class of 1951 Basketball Court (outdoor court at the new North Star Elementary).	
32. Acceptance and appreciation of a donation from Lisa and Rick Erickson in the amount of \$1,667 for the #RockRidgeRising campaign - VHS Class of 1951 Basketball Court (outdoor court at the new North Star Elementary).	
33. Permission for Dr. Noel Schmidt to attend the Innovative Schools Summit in Nashville, June 19 - June 23, as per contract. Note: Dr. Schmidt could not attend the conference previously approved by the school board.	
7. Reports:	
1. Results of PCN student survey.	
2. City of Eveleth - demo of Eveleth school site proposal.	61
3. High School Graduation discussion.	
4. Superintendent.	
5. Treasurer's Report.	62
8. Policies - First Reading:	
1. 533 Wellness.	86
2. 606.5 Library Materials.	94
3. 606.5 Form - Formal Request for Reconsideration of Specific Library Collection Material.	100
4. 506 Student Discipline.	102
5. 507 Corporal Punishment and Prone Restraint	126
6. 507.5 School Resource Officers.	129
7. 514 Bullying Prohibition Policy.	132
9. Policies Up For Review - First Reading:	
1. 101.1 Name of the School District.	143
2. 201 Legal Status of the School Board.	144
3. 202 School Board Officers.	148
4. 203 Operation of the School Board - Governing Rules.	152
5. 203.1 School Board Procedures; Rules of Order.	153
6. 203.6 Consent Agendas.	156

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9. 306 Administrator Code of Ethics.	161
10. 405 Veteran's Preference.	163
11. 407 Employee Right To Know - Exposure to Hazardous Substances.	166
12. 409 Employee Publications, Instructional Materials, Inventions, and Creations.	169
13. 412 Expense Reimbursement.	170
14. 421 Gifts to Employees and School Board Members.	172
10. Administration Items:	
1. Consider approval 2024-25 health insurance.	174
2. Consider approval of the District's Property, Liability, and Worker's Compensation insurance for 2024-25 school year.	175
3. Consider approval of Resolution to Enter into Guaranteed Energy Savings Contract for Solar.	176
4. Consider approval of suggested changes made by the Northland Learning Center to the JPA agreement.	178
5. Consider approval of Services Contract between Arrowhead Regional Computing Consortium (ARCC) and Rock Ridge Public Schools for FY25.	198
6. Consider approval of the School Nutrition Programs Renewal of Food Service Management Contract School Year 2024-25.	216
7. Consider approval of renewal of district's 2024-25 MREA membership.	225
8. Consider approval of MSBA membership dues and renewals of Boardbook and Policy Services subscriptions for FY25.	227
9. Consider approval of contract from KY Interpreter for sign language interpreting services from July 1, 2024 - June 30, 2025.	230
10. Consider submitting a Proposed Resolution to MSBA to submit to legislature for action(s) the Rock Ridge school board would like to encourage legislature to take.	231
11. Consider approval of Resolution to Expel Student "RR-X2-23-24" For a Period of Twelve Months.	233
12. Consider approval of the Special Education Director and Coordinator job description.	235
13. Consider approval of the Para Student Support job description.	239
14. Consider approval of the School-Age Child Care job description.	242
15. Consider approval of 2024 Rock Ridge Education Fund requests from Angie Williams, Scott Manni, and Troy Caddy for a total spending request of \$7,277.	244
16. Consider approval of Resolution Establishing Dates for Filing Affidavits of Candidacy.	245
11. Meeting Announcements:	
1. The next regular meeting will be held Monday, June 24, 2024 at 6:00 P.M. at the Rock Ridge Administration Building, 1405 Progress Pkwy, Virginia.	
12. Closed session for the purpose of evaluating the performance of Superintendent Noel Schmidt in accordance with MN Statute 13D.05 Subdivision 3(a).	

13. Adjournment.



Rock Ridge Public Schools: Quarter 1&2 Update – 10 JUN 2024



JAN –JUN 2024



AGENDA

- 1. Review Overall “Core 4” Progress**
 - **Schedule** Update
 - **Safety** Update
 - **Quality** Update
 - **Budget** Update
- 2. Misc. Projects Update**



SCHEDULE



MASTER SCHEDULE

2019-2022 | 2023 | 2024 | 2025

		-----2024-----															
		NOV 2023	DEC 2023	JAN 2024	FEB 2024	MAR 2024	APR 2024	MAY 2024	JUN 2024	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	MAY 2025
		52	53	54	55	56	57	58	59	60	61	62	62	62	62	62	62
LES	\$33,343,298.22																
	LAURENTIAN ELEMENTARY:																
RRHS	\$123,911,579.00																
	ROCK RIDGE HIGH SCHOOL:																
NSE	\$41,048,854.00	0.05	0.05	0.06	0.05	0.05	0.05	0.05	0.01	0.01	0.01	0.01					
	NORTH STAR ELEMENTARY:	0.75	0.3	0.86	0.5	0.5	0.5	0.5	0.97	0.98	0.99	0.99					
		\$2,052,443	\$2,052,443	\$2,462,931	\$2,873,420	\$820,977	\$410,489	\$410,489	\$410,489	\$410,489	\$410,489	\$410,489					
		\$307,685,641	\$32,339,083	\$5,302,204	\$33,175,434	\$33,395,410	\$33,405,900	\$33,817,388	\$40,227,877	\$40,638,365	\$41,048,854						
		15	16	17	18	19	20	21	22	23	24						
DEMO	\$12,593,770.00	0.01	0.005	0.00	0.05	0.03	0.03	0.00	0.02	0.03	0.03	0.03	0.03	0.03	0.06	0.06	0.015
	RR EXISTING CAMPUS DEMOLITION:	0.461	0.466	0.471	0.476	0.485	0.515	0.545	0.565	0.595	0.63	0.71	0.78	0.87	0.93	0.99	1.00
		\$125,938	\$62,969	\$62,969	\$62,969	\$62,969	\$377,813	\$377,813	\$251,875	\$377,813	\$377,813	\$10,878,608	\$10,878,608	\$10,878,608	\$755,626	\$755,626	\$188,907
		\$5,805,728	\$5,868,697	\$5,331,666	\$5,394,635	\$6,107,978	\$6,485,792	\$6,863,600	\$7,115,480	\$7,493,293	\$7,871,106	\$8,878,608	\$9,886,109	\$10,893,611	\$11,649,237	\$12,404,863	\$12,593,770
		18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33
PH2 Mech	\$1,413,373.00	0.02	0.02	0.02	0.02	0.02	0.02	0.4	0.42								
	RR MECH UPGRADE PHASE 2	0.03	0.05	0.07	0.09	0.11	0.13	0.5	1								
		\$28,267	\$28,267	\$28,267	\$28,267	\$28,267	\$28,267	\$636,010	\$593,617								
		\$42,401	\$70,669	\$98,936	\$127,204	\$155,471	\$183,738	\$819,750	\$1,413,373								
		1	2	3	4	5	6	7	8								

- 100% Complete Laurentian Elementary
- 100% Complete Rock Ridge High School
- 92% Complete North Star Elementary
- 65% Complete Demolition Projects



REMAINING WORK

Rock Ridge High School

- ~~1. 11-Month Warranty Inspection – Site (August, 2023)~~
- ~~2. 11-Month Warranty Inspection – Envelope (September, 2023)~~
- ~~3. 11-Month Warranty Inspection – Building (December, 2023)~~
- ~~4. Site Warranty Items from 11-month walkthrough – COMPELTE~~
- ~~5. Envelope Warranty Items from 11-month walkthrough – COMPELTE~~
- 6. Building Warranty Items from 11-month walkthrough**
 - Items complete by 09 AUG**



SAFETY



SAFETY SUMMARY

Current Updates:

- ~40 Workers/Day
- ~8 District Contractors Active On-Site
- Zero (0) Additional Lost-Time Accidents
- Zero (0) OSHA Violations / Citations
- O.S.H.A. Consultation Program Complete



QUALITY



DEMOLITION PHOTO UPDATE



KRAUS-ANDERSON®

Rock Ridge HazMat & Demolition — Gilbert Campus

Advisory Team Update





NORTH STAR ELEMENTARY PHOTO UPDATE



**MAY
2024**



EXTERIOR (Front)



February
2024



**EXTERIOR
MAIN ENTRY**





**April
2024**

INFORMAL LEARNING



Level 3



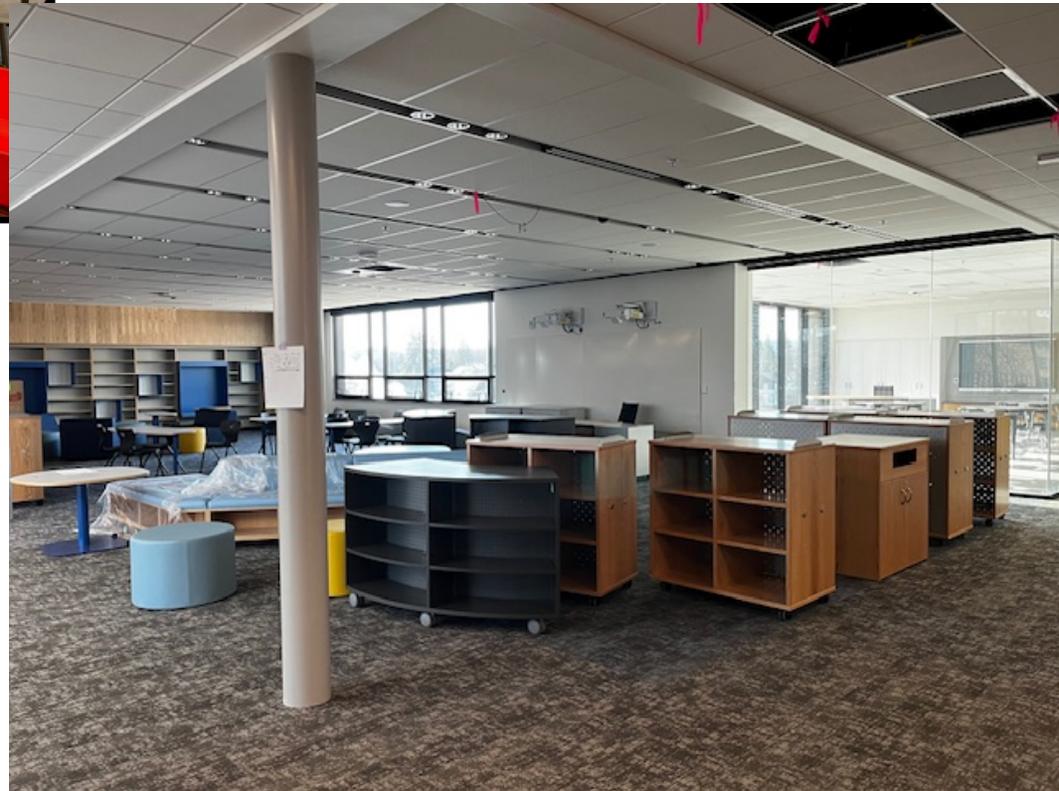
April
2024



MEDIA CENTER



Level 3



April
2024



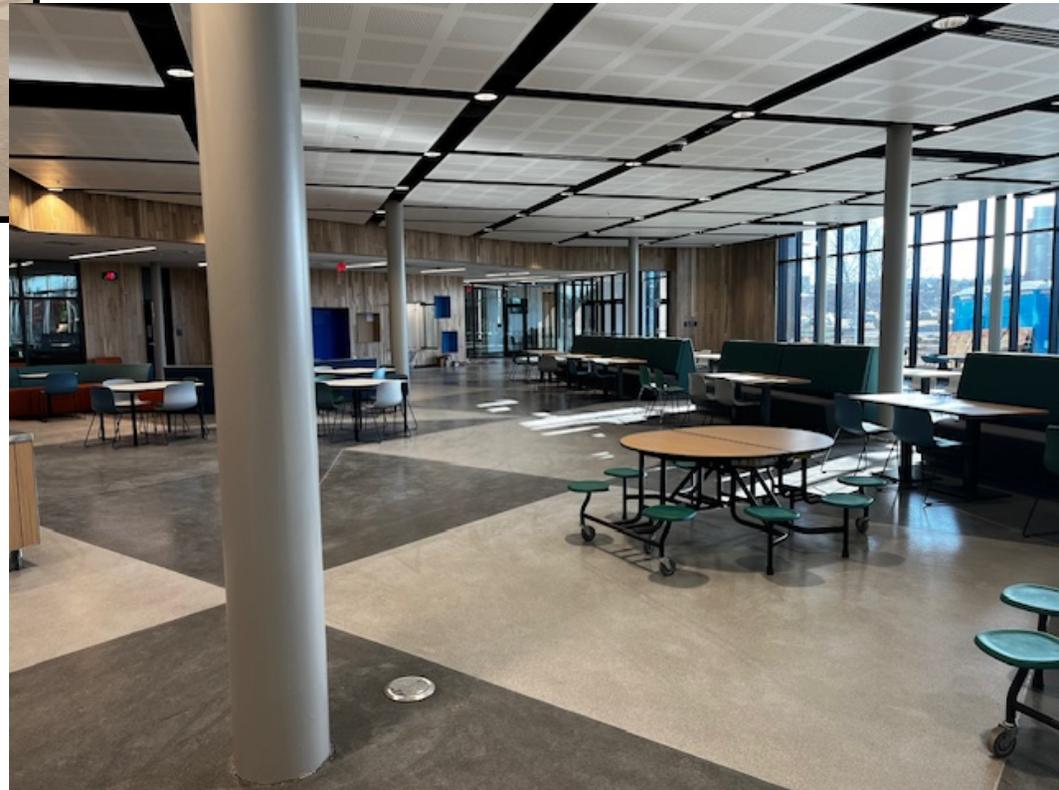
MAIN COMMONS FROM ENTRY



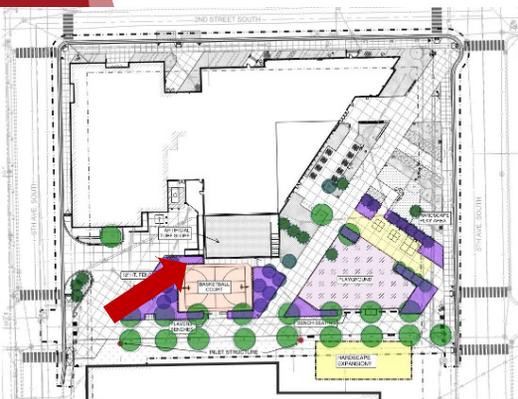
April
2024



MAIN COMMONS BACK TO ENTRY



May
2024



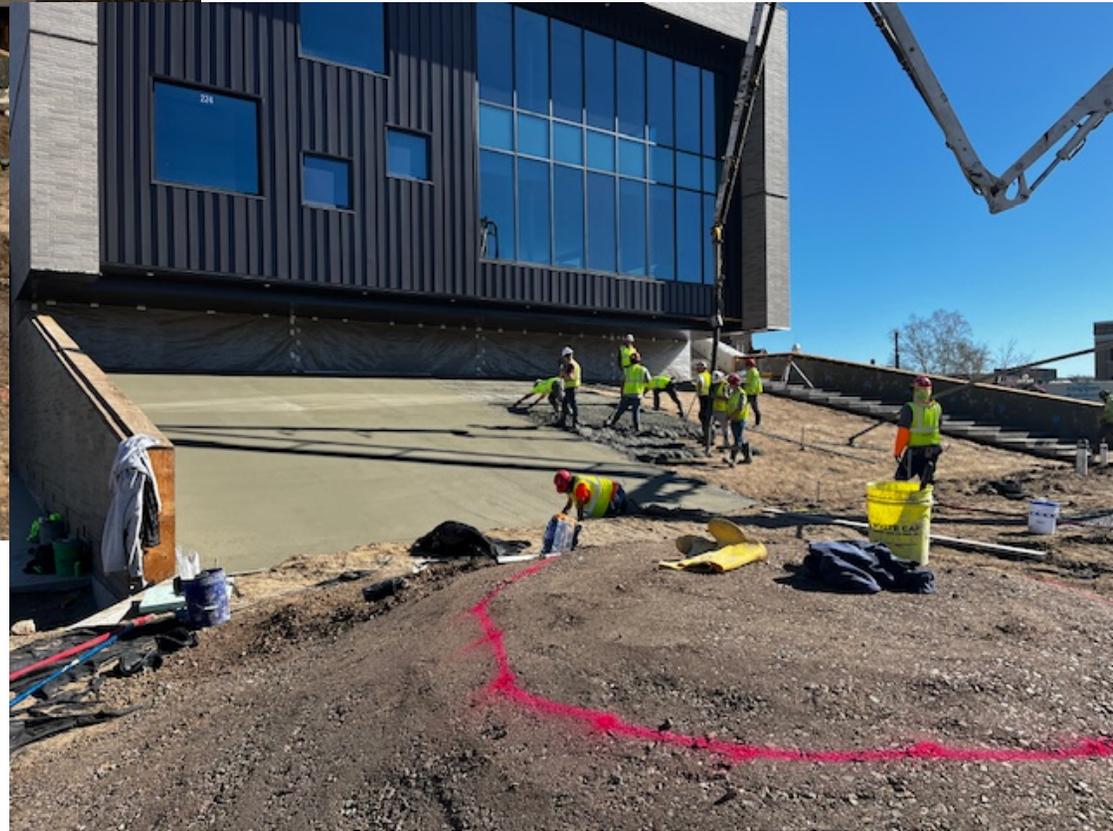
**April
2024**

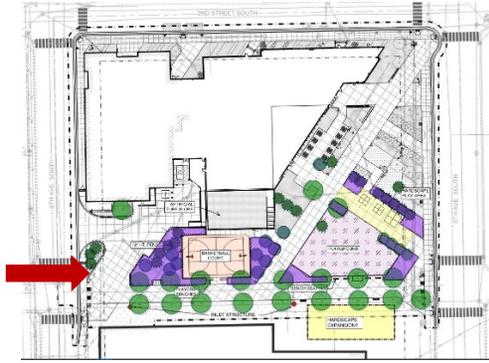


**May
2024**

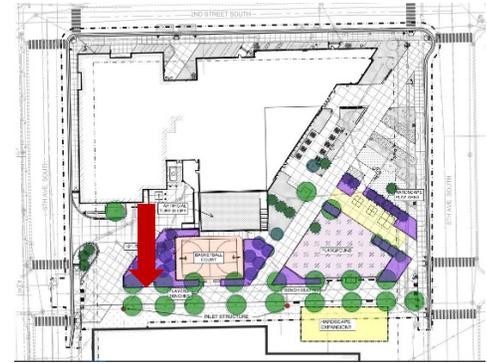


May
2024





May
2024



May
2024

Looking South



Looking North



**May
2024**

Playground

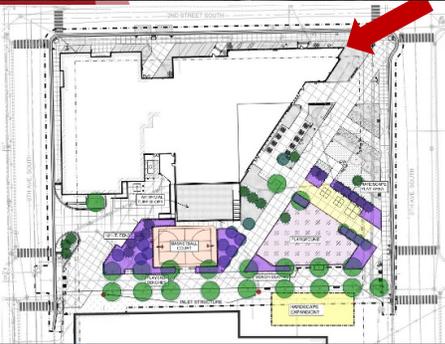




February
2024

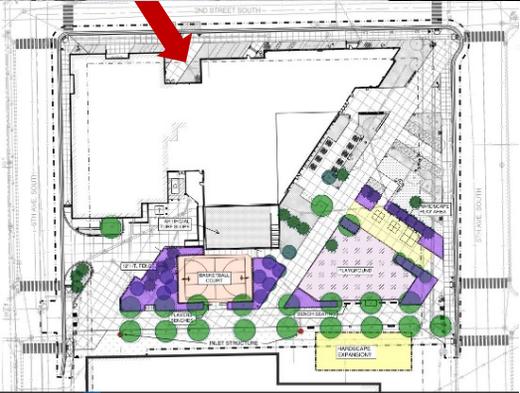


April
2023



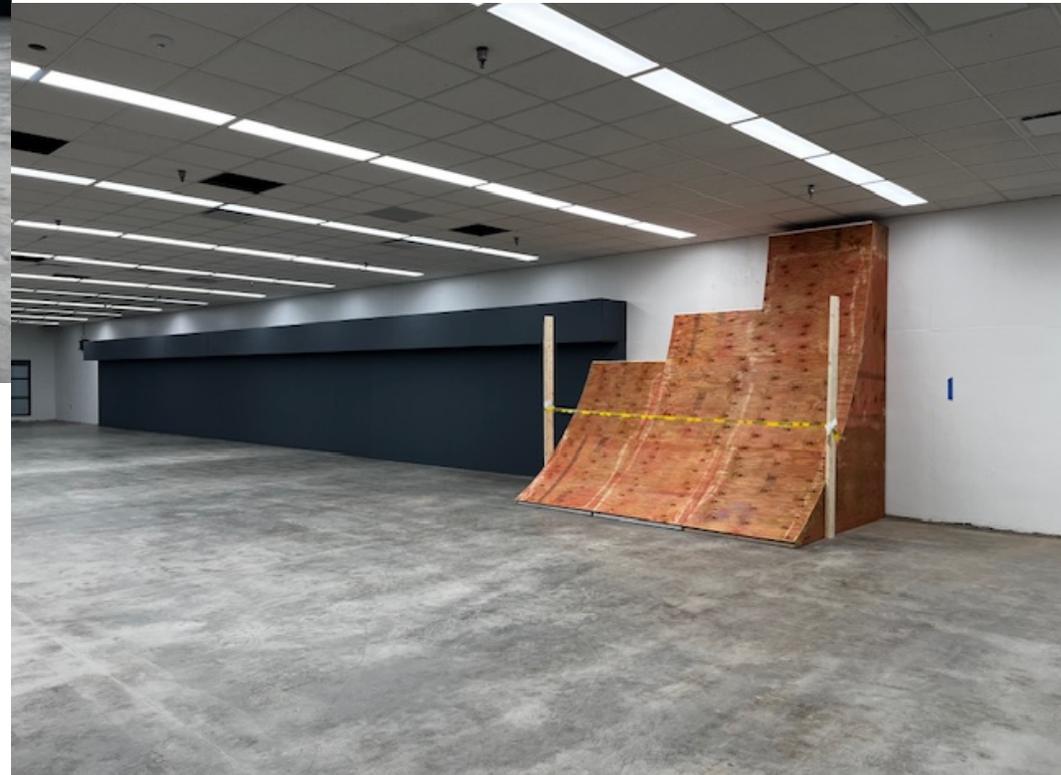


February
2024





MAY



**Wolverine
Ninja Gym**



Next NSE Board Tour AUG 2024?



BUDGET



MASTER BUDGET

Laurentian Original	Laurentian Current	Laurentian Spent-to-Date	Laurentian Remaining
			\$ 656,701.78
\$ 34,000,000.00	\$ 33,343,298.22	\$ 33,343,298.22	\$ -
\$0.00	\$0.00		

Mech Upgrade PH2 Current	Mech Upgrade PH2 Spent-to-Date	Mech Upgrade PH2 Remaining
		\$ 672,667.53
\$ 1,413,373.00	\$ 740,705.47	\$ 672,667.53
\$0.00		

RRHS Original	RRHS Current	RRHS Spent-to-Date	RRHS Remaining
			\$ 44,510.00
\$ 114,500,000.00	\$ 123,900,222.56	\$ 123,855,712.56	\$ 44,510.00
\$0.00	\$0.00		

Added \$40K for Roof Access

Added \$774K for misc. FFE

Demolition Original	Demolition Current	Demolition Spent-to-Date	Demolition Remaining
			\$ 6,335,193.98
\$ 7,500,000.00	\$ 12,634,628.74	\$ 6,299,434.76	\$ 6,335,193.98
\$0.00	\$0.00		

Gilbert & Eveleth Demo included now

North Star Original	North Star Current	North Star Spent-to-Date	North Star Remaining
			\$ 6,296,421.72
\$ 27,000,000.00	\$ 41,048,854.38	\$ 34,752,432.66	\$ 6,296,421.72
\$0.00	\$0.00		

Added \$653K for increased scope (Parkview, LES, NSE, & RRHS)

All changes Previously Approved By Board

Grand Total Current	Grand Total Spent-to-Date	Grand Total Remaining
\$ 212,335,546.76	\$ 198,107,014.22	\$ 14,228,532.54
\$0.00		

DISTRICT HAS SPENT 93% OF ALL CURRENTLY-ALLOCATED FUNDS FOR THESE PROJECTS

North Star Elementary School

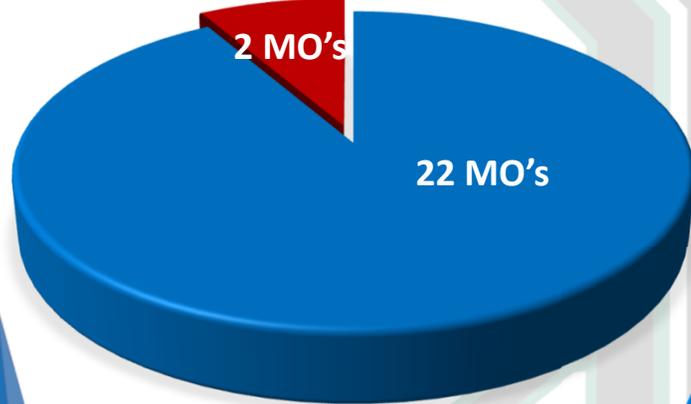
PROJECT BUDGET SUMMARY



SCHEDULE

Total Duration: 24 mo.

92%



85%

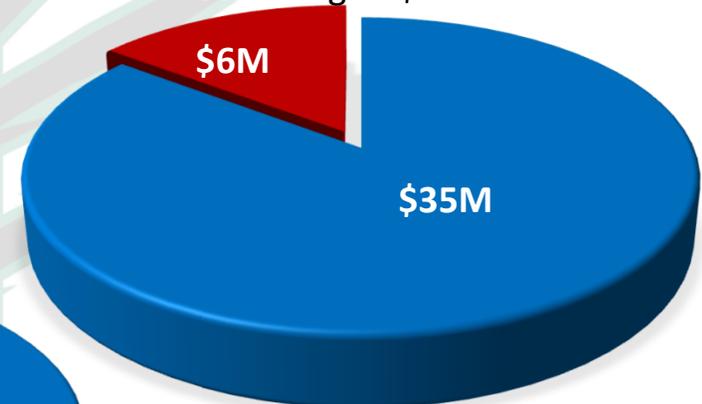
CONTINGENCY

Total Contingency: \$1.56M



EXPENDITURES

Total Budget: \$41M



Notes:

- Substantial Complete by 16 AUG 2024.



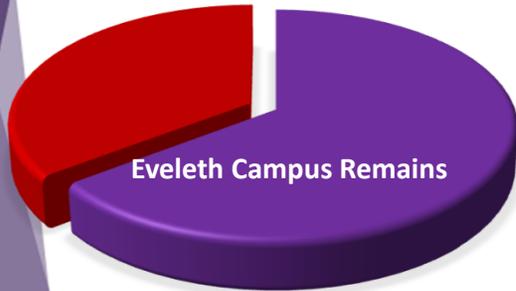
Demolition Projects

PROJECT BUDGET SUMMARY

[Now INCLUDING EGSHS + Gym / Franklin Elementary]

SCHEDULE

Total Demolition: 1,083,000 sf



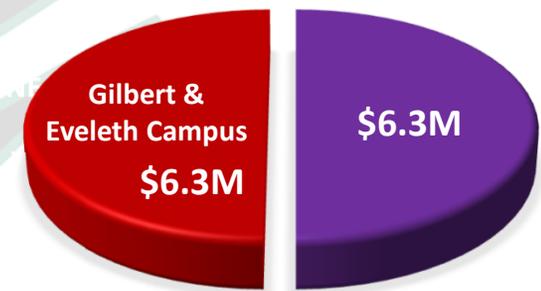
65%



50%

EXPENDITURES

Total Budget: \$12.6M



CONTINGENCY

GILBERT

Total Contingency: \$44K



EVELETH

Total Contingency: \$251K



Demo Notes:

- Gilbert watermain disconnect and associated bituminous patches remaining



Demolition Projects

PROJECT BUDGET SUMMARY



Overall Budget Update

Costs thru Virginia Demo:	\$ 5,919,408
Remaining Gilbert Demo:	\$ 2,039,966
<u>Eveleth Campus Demo:</u>	<u>\$ 4,675,254</u>
Current Total:	\$12,634,628



**Eveleth Campus
Demo Revisions
for City of Eveleth
06.04.24**

**Eveleth Demo
Limits Update**

Keep grade as flat as possible during demo of the rink area. City to install new boards in the future.

Sever gym building on North and South side at indicated locations. GC to temp enclose.

Foundation can stay, below grade, where it would impede on the structural integrity of the adjacent city sidewalk/road during the removal of building foundations

Foundation can stay, below grade, where it would impede on the structural integrity of the adjacent city sidewalk/road during the removal of stadium foundations

The areas in green is to remain (building, tennis courts, playground, sidewalks, trees, ball field, etc.), and must be protected throughout the duration of the abatement and demolition project.

Any utilities that run through this area (i.e. steam line, water line, etc.) will be capped on either side of the area in green, and remaining pipe in the green area will be abandoned in place.



Miscellaneous Updates



District Admin Building Mech. Upgrades Phase 1

- Final C of O received
- Spray Foam Steel JUN 2024 (added state requirement)

District Admin Building Mech. Upgrades Phase 2

- 12 JUL 2024 Substantial Completion



Current Referendum Projects Status



**REFERENDUM WORK IS
93% COMPLETE!**



THANK YOU!

**#FIERCELY
UNITED**



**#ROCKRIDGE
RISING**

GO WOLVERINES!

**OFFICE OF THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 2909
MONDAY, MAY 13, 2024, 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 John Uhan
Brandi Lautigar Lisa Westby

Other Staff Present:

Dr. Noel Schmidt, Superintendent
Angie Williams, Laurentian Elementary Principal
Willie Spelts, Director of School to Work
Engagement/Fundraising Coordinator

Members Absent:

Polly Sorcan

Student Representatives:

Ashland Floistad
Cora Eilola-Zallar

- I. Chair ADDY called the regular meeting to order at 6:00 P.M.
- II. **APPROVE AGENDA:**
- A. ADDY provided corrections to the agenda:
1. *6.9 Consider approval of Resolution Relating to the Termination and Non-Renewal of the Teaching Contract of Hayley Halls, a Probationary Teacher in the Interventionist Teacher position, effective at the end of the 2023-2024 school year – **Hayley Halls is 0.5 FTE STEAM and 0.1 Interventionist.***
 2. *6.16 Consider reapproval of the 2023-2024 Teacher Seniority List following updates of ECFE FTEs – **Crystal Nucech-Duesler, Kathy Kemen, Julie Lindeman, and Kylee Uncini also require changes to their FTEs from 0.71 FTE to 0.78 FTE.***
- B. LAUTIGAR added a discussion item regarding parking by the ball fields to Reports 5.8.
- C. Motion to **approve the agenda as amended** made by UHAN, seconded by RIORDAN. Motion passed unanimously.
- III. **RECOGNITION OF VISITORS AND VISITOR INPUT: NONE.**
- IV. **CONSENT AGENDA:**
- A. Motion to **approve the Consent Agenda** made by RIORDAN, seconded by UHAN.
- B. CULBERT-DAHL asked for discussion on *4.3 Approval of hire of the following returning coaches for the 2024-2025 school year...etc.* Discussion was had on the process for renewing coaches.
- C. Following discussion, motion approved unanimously.
1. Approval of April 22, 2024 regular meeting minutes.
 2. Approval of transfer of Robert Kreegier from the Technology Specialist Level 1 position to the Database Specialist/1:1 Coordinator position with a salary of \$63,397 effective May 14, 2024.
 3. Approval of hire of the following returning coaches for the 2024-2025 school year: Perry Brown (Head Boys Swimming \$6,555 / Head Girls Swimming \$6,555), Nancy Reed (Junior High Girls Swimming \$3,278), Katie Niskanen (Junior Varsity Volleyball \$4,791), Madelynne Faldet (C Team Volleyball \$4,034), Amy Kvaternik (Head Volleyball \$7,060), Melissa Lautigar (7/8 Volleyball \$3,278), Alicia Schroeder (7th Grade Volleyball \$3,278), Taryn Greiner (Junior High Volleyball \$3,278), Patricia Elsmore (Head Girls Hockey \$7,816), Laurie Kuoppala (Junior High Volleyball \$3,278), Kassie Strand (Assistant Girls Hockey \$5,295).
 4. Approval of additional duty of Chess Club Advisor for Dan Berry with a stipend of \$490 for the 2023-2024 school year.

5. Approval of Jason Ness as the returning Head Speech Coach with a stipend of \$3,485 for the 2023-2024 school year.
6. Approval of hire of Summer Day Camp Staff at a rate of \$13.50/hour effective June 6, 2024 through August 23, 2024: Amelia Sandnas, Julianna Bockelmann, Cindi Nelson, Leigh Backe, Ella Lamppa, Jordan Walters.
7. Acceptance of resignation of Ace (Autumn) Eldridge from the Paraprofessional position effective May 31, 2024.
8. Acceptance of resignation for the purpose of retirement of Joanne Laughton effective June 28, 2024.
9. Acceptance of resignation for the purpose of retirement of Tom Prosen from the Tech Support position effective August 5, 2024.
10. Rescind approval of volunteer golf coach Joseph Wisocki effective April 29, 2024.
11. Acceptance of non-returning coaches for the 2024-2025 school year due to positions being eliminated: Skyler Harju (Assistant Girls Swimming), Steven Begich (Assistant Boys Swimming & Diving / Assistant Girls Swimming & Diving).
12. Approval of non-renewal of Carrie Klakoski for the Assistant Volleyball Coach position for the 2024-2025 school year.
13. Approval of out of state travel for Todd Ufford to attend the National Anatomage Conference in Santa Clara, CA July 18-19, 2024.
14. Acceptance and appreciation of a donation of six quilts from Faith United Lutheran Church to be used by students in the Laurentian Elementary Health Office.
15. Approval of lane change for Christopher Chad from MA+10 to MA+18 effective May 14, 2024.

V. **REPORTS:**

- A. Willie Spelts provided an update for School to Work Engagement & Fundraising. A presentation was given by Shannon Malovrh regarding her role at Rock Ridge as a career and technical education grant coordinator (Carl Perkins grant).
- B. Bob Streeter, Streeter Consulting, presented an update on the Eveleth School Site Special Area Plan.
- C. Principal Angie Williams presented a video recapping the school year made by the Laurentian Ambassadors. She also highlighted numerous events taking place as the school year comes to an end.
- D. Ashland Floistad and Cora Eilola-Zallar gave the student report.
- E. The board discussed what the next step is in the superintendent evaluation. The members agreed to hold a closed session at the end of the June 10 regular meeting to review the completed evaluations.
- F. Supt. Schmidt reminded everyone of the Closing Ceremony of the Franklin Elementary on May 16 at 5:00 P.M. He also highlighted a story found in the *MSBA Journal* spotlighting one of Rock Ridge's board members, Tim Riordan.
- G. Motion to **approve the payment of the bills** made by CULBERT-DAHL, seconded by RIORDAN. Motion passed unanimously.
- H. The board discussed options for making driving through the ball field parking lot more manageable when there are multiple softball and baseball games going on simultaneously.

VI. **ADMINISTRATION:**

- A. Motion to **approve the non-renewal of Ben Johnson for the Boys Head Hockey Coach position for the 2024-2025 school year** made by UHAN, seconded by LAUTIGAR. Motion passed 5-1 with CULBERT-DAHL voting NO.
- B. Motion to **approve the Resolution Relating to the Termination and Non-Renewal of the Teaching Contract of Linda Fedor, a Tier 1 Teacher in the ECFE Teacher position, effective at the end of the 2023-2024 school year** made by LAUTIGAR, seconded by UHAN. Roll call vote. Motion passed unanimously.

- C. Motion to **approve the Resolution Relating to the Termination and Non-Renewal of the Teaching Contract of Martha Lash, a Tier 1 Teacher in the School Readiness Teacher position, effective at the end of the 2023-2024 school year** made by WESTBY, seconded by UHAN. Roll call vote. Motion passed unanimously.
- D. Motion to **approve the Resolution Relating to the Termination and Non-Renewal of the Teaching Contract of Bethany Lash, a Probationary Teacher in the School Readiness Teacher position, effective at the end of the 2023-2024 school year** made by UHAN, seconded by RIORDAN. Roll call vote. Motion passed unanimously.
- E. Motion to **approve the Resolution Relating to the Termination and Non-Renewal of the Teaching Contract of Melissa Hillman, a Probationary Teacher in the School Readiness Teacher position, effective at the end of the 2023-2024 school year** made by WESTBY, seconded by UHAN. Roll call vote. Motion passed unanimously.
- F. Motion to **approve the Resolution Relating to the Termination and Non-Renewal of the Teaching Contract of Kylee Uncini, a Probationary Teacher in the School Readiness Teacher position, effective at the end of the 2023-2024 school year** made by LAUTIGAR, seconded by RIORDAN. Roll call vote. Motion passed unanimously.
- G. Motion to **approve the Resolution Relating to the Termination and Non-Renewal of the Teaching Contract of Taryn Greiner, a Probationary Teacher in the HS Physical Education/Health Teacher position, effective at the end of the 2023-2024 school year** made by RIORDAN, seconded by WESTBY. Roll call vote. Motion passed unanimously.
- H. Motion to **approve the Resolution Relating to the Termination and Non-Renewal of the Teaching Contract of Sarah Knudson, a Probationary Teacher in the Early Childhood - Parent Educator position, effective at the end of the 2023-2024 school year** made by LAUTIGAR, seconded by WESTBY. Roll call vote. Motion passed unanimously.
- I. Motion to **approve the Resolution Relating to the Termination and Non-Renewal of the Teaching Contract of Hayley Halls, a Probationary Teacher in the 0.5 FTE STEAM/0.1 FTE Interventionist Teacher position, effective at the end of the 2023-2024 school year** made by RIORDAN, seconded by WESTBLY. Roll call vote. Motion passed unanimously.
- J. Motion to **approve the Resolution Terminating Employment of Amanda Wenneson** made by LAUTIGAR, seconded by UHAN. Roll call vote. Motion passed unanimously.
- K. Motion to **approve the request from the City of Eveleth to allow the Eveleth fire department and police department to use the former Eveleth-Gilbert High School for various trainings** made by RIORDAN, seconded by LAUTIGAR. Motion passed unanimously.
- L. Motion to **approve the Professional Services Contract between Rock Ridge Public School and Range Mental Health beginning July 1, 2024 and concluding June 30, 2025** made by RIORDAN, seconded by UHAN. Motion passed 5-0-1 with LAUTIGAR abstaining.
- M. Motion to **approve the Field Placement Affiliation Agreement between Grand Canyon University and Rock Ridge Public Schools beginning April 24, 2024 and ending April 24, 2027** made by UHAN, seconded by LAUTIGAR. Motion passed unanimously.
- N. Motion to **approve the Nursing and Allied Health Clinical Affiliation Memorandum of Agreement between Southwest Minnesota State University and Rock Ridge Public Schools effective through April 30, 2029** made by LAUTIGAR, seconded by RIORDAN. Motion passed unanimously.
- O. Motion to **approve the Boardbook subscription for July 1, 2024 through June 30, 2025 in the amount of \$2,700** made by LAUTIGAR, seconded by WESTBLY. Motion passed unanimously.
- P. Motion to **approve the 2023-2024 Teacher Seniority List following updates of ECFE FTEs** made by UHAN, seconded by WESTBY. Motion passed unanimously.
- Q. Motion to **approve the MSHSL Membership Renewal for 2024-2025** made by RIORDAN, seconded by WESTBY. Motion passed unanimously.
- R. Motion to **approve the donation request from Tucker Nelson for items from the Eveleth-Gilbert High School (“Theatre Property Room” sign and 3 auditorium seats)** made by ADDY, seconded by LAUTIGAR. Motion passed unanimously.

- S. Motion to **approve the donation request from the Gilbert VFW and Auxiliary 4456 for kitchen items, filing cabinets, storage units, and other usable miscellaneous office items from the Eveleth campus (unless needed by INAC)** made by ADDY, seconded by WESTBY. Motion passed unanimously.

VII. **MEETING ANNOUNCEMENTS** were made.

VIII. **ADJOURNMENT:** Meeting adjourned at 7:30 P.M.

CHAIR – BILL ADDY

CLERK – BRANDI LAUTIGAR

Club	Advisor	2023-2024 Stipend	Season	Notes
After School Tutors/ Mentors	Steph Stefanich & Steph Lutzka *	Timecard- Community Ed	Yearlong	See Admin for Targeted Services
Adventure Club	Mike Kowalski	\$490		
Anishinaabe Club	Emily Jankila *	No Extra Pay	Yearlong	
Art Club	Tony Norland *	\$490	Yearlong	
Campus Life	Brad Monson *	Outside Agency	Yearlong	
Board Games	Terri Kowalski *	\$490	Yearlong	
Chess Club	Dan Berry*	\$490	yearlong	
Chess Club - North Star	Bobbie Spry	\$245 for half the year (full year is \$490)	Yearlong	
Book Club	Todd Ufford	\$490	Yearlong	
DECA	Kyle Hammer *	\$979	Yearlong	
Senior Class Advisor	Jill Clennon/ Matt Krage	\$1,469	Yearlong	
Junior Class/ Prom Advisor	Lori Ismil*	\$1,469	Yearlong	
Sophomore Class Advisor		\$1,224	Yearlong	
Construction Club	Greg Foster *	\$490	Yearlong	
Coding Club		\$490	Yearlong	
CORE	Samantha Papenfuss Krage*	\$4000 GRANT	Yearlong	
Engineering Club	Greg Foster *	\$490	Yearlong	
eSports League	Liam Conger	\$979	Yearlong	
Fiddle Club	Sheila Wilcox *	\$490	Yearlong	
Fishing Club	Rob Hinrichs	\$979		
Culinary Club	Jade Andrie	\$490		
Sign Laguage Club?	Terri Kowalski *	\$490		
World Language Club	Terri Kowalski *	\$490	Yearlong	
Gay-Straight Alliance	Paula Larson *	\$490	Yearlong	
Geography Bee		\$490	Yearlong	
History Day		\$490	Yearlong	
RR Reach	Lori Ismil*	\$490	Yearlong	
Youth In Action	Tim Strasser*	\$1,230	Yearlong	
Leo's (Key Club)	August Galloway*	\$979	Yearlong	
Leo's Assistant Support (60+ Members)	Misty Elliott	\$490	Yearlong	
Knowledge Bowl, Varsity	Liam Conger *	\$1,469	Yearlong	
Knowledge Bowl, Junior Varsity	Liam Conger / Ben Norman	\$1,469	Yearlong	
Knowledge Bowl, Junior High	Ben Norman	\$1,469	Yearlong	
Marching Band	Kevin Szumal*	\$2,693		
Marching Band	Daniel Melby *	\$2,693	Yearlong	
Math League (Sr)	Andrew Tikkanen *	\$979	Yearlong	
Meditation and Mindfulness		\$490	Yearlong	
Mathcounts (Jr)	Brian Skadsem	\$979	Yearlong	
National Honor Society SH	Jill Clennon *	\$1,959	Yearlong	
National Honor Society JH		\$979		
Music Listening Team	Sheila Wilcox *	No Extra Pay	Yearlong	
Pep Band	Daniel Melby *	\$82/event	Yearlong	
POMS	Emily Jankila *	\$3,183	Yearlong	
Poms Assistant	Jessica Kralich	\$1,714	Yearlong	
ROHIAN	Jenessa Greenly *	No Extra Pay-- Course	Yearlong	
Science Bowl (JH)		\$979	Yearlong	
Science Bowl (SH)		\$979	Yearlong	
Stock Market Game		\$490		



411 SOUTH 5TH AVENUE, VIRGINIA, MN 55792 | 218.749.5437 | FAX: 218.741.8522 |
WWW.RRPS.ORG

The following paraprofessionals were selected to work during the Extended School Year (job posting #1059) @ \$18.47 per hour. Extended School Year occurs from 8:30 to 11:30 on the following dates.

Work Schedule:

June (Tuesday 11th, Wednesday 12th, Thursday 13th, Tuesday 18th and Thursday 20th)

July (Tuesday 9th, Wednesday 10th, Thursday 11th, Tuesday 16th, Wednesday 17th, Thursday 18th)

August (Tuesday 13th, Wednesday 14th, Thursday 15th, Tuesday 20th, Thursday 22nd)

Below are the paraprofessionals who were selected:

Shannon Schmidtke

Christine Nelson

Corey Borden

Miranda Johnson

Anastasia Ebnet

Jody Johansen

Kristie Intihar

Michelle Pietila

Carolee Haugen

Melodi Haugen

Siri Stocke

Natasha Clemmer

Stephanie Strand

Substitute if needed:

Cynthia Ray

Kimberly Bjoirk

LEE M. COSTLEY

Objective:

Special Education Teaching Position

Education:

University of Minnesota Duluth – BA – Teaching Secondary Education
St. Mary's University – MA – Special Education EBD

Licensure:

Current Minnesota Teaching Licenses:
Social Studies 7-12
Special Education EBD K-21

Teaching Experience:

2023 - Present **Olson Middle School** **Bloomington, MN**

Special Education Teacher – EBD

Middle School – 6th – 8th grade Special Education

- Taught Special Education Math, Language Arts, Social Skills, and Study Skills classes.
- Wrote and implemented FBA's, BIP's, IEP's, BSP's, Progress Monitoring, Manifestation Determination Meetings, Individual Student Evaluations, and other special education assessments and interventions.
- Managed a caseload of 6 Level 3 EBD Special Education students.
- Used various styles as well as including technology to teach Social and Study Skills.

2022 - 2023 **Two Harbors High School** **Two Harbors, MN**

Special Education Teacher – EBD/DCD

High School – 6th – 12th grade and post-12th grade Special Education

- Taught Special Education DCD Math, Language, Social Skills, Life Skills, Art, Cooking, and Study Skills classes.
- Wrote and implemented FBA's, BIP's, IEP's, BSP's, Manifestation Determination Meetings, and Individual Student Evaluations.
- Managed a caseload of 12 DCD Special Education students.
- Used various teaching approaches for a diverse group of students for Math, Language, Social Skills, Life Skills, Art, Cooking, and Study Skills.

2018 - 2022 **East Central High School** **Finlayson, MN**

Special Education Teacher – Special Education EBD & Social Studies

High School – 7th – 12th grade Special Education

- Taught Special Education Math, Social Skills, and Study Skills classes.
- Wrote and implemented FBA's, BIP's, IEP's, BSP's, Manifestation Determination Meetings, and Individual Student Evaluations.
- Managed a caseload of 25+ Special Education students annually.
- Used various styles as well as including technology to teach Social and Study Skills. Also taught 7th Grade U.S. History
- Head Coach of the boys high school hockey program.

2016 - 2018 **Moose Lake High School** **Moose Lake, MN**
Social Studies Teacher/Special Education Teacher

Teaching high school students in various grades of high school

- Classes taught during the school year: World History, American History, Global Issues, and Pop Culture.
- Developed and implemented daily presentations to inspire learning of the subject matter.
- Embraced different teaching and technological styles to enhance the student experience.
- Taught Special Education Math, Social Skills, and Study Skills classes.
- Wrote and implemented IEP's, BSP's, and Student Evaluations.
- Oversaw a caseload of 23 Special Education students.
- Coached the boys high school hockey team in Moose Lake.

Coaching Experience:

2012 – Present **USA Hockey** **Minnesota**
Associate Coach in Chief

Teaching coaches to improve their teaching techniques.

- Primary focus with working with all aspects of hockey, including disabled and special hockey.
- Conduct classroom seminars to educate coaches.
- Conduct on ice seminars with the goal of teaching how to implement practices as well as identify the best communication practices.
- Coach at the USA Hockey Sled Hockey Development Camp in Buffalo, NY every summer.
- USA Hockey Level 5 Coach

2010 – 2013 **St. Louis Blues Sled Hockey St. Louis, MO**
Head Hockey Coach

- Coached the St Louis Blues Sled Hockey Team
- 2012 National Champions
- 2013 National Champions

1999 – 2010 **Lake Forest College** **Lake Forest, IL**
Assistant Hockey Coach – NCAA Division III

- Recruit prospective hockey players while following NCAA guidelines.
- Overall junior varsity record – 32-8-3.
- Varsity Record - 39-38-4.

1998 – 1999 **Glenbrook North High School** **Northbrook, IL**
Head Hockey Coach

- 1999 Illinois State High School Champions

1997 – 1998 **Two Harbors High School** **Two Harbors, MN**
Assistant Hockey Coach.

Overall Employment Experience:

2015 – 2017 **Hawke Sport Optics** **Ft. Wayne, IN**
Vice President - National Sales Manager

2012 - 2014 **Crimson Trace** **Wilsonville, OR**
Vice President -National Sales Manager

2009 – 2012 **Sportsman’s Supply** **St. Clair, MO**
Vice President – National Sales Manager

2000 – 2009 **Pure Fishing / Jarden Inc.** **Spirit Lake, IA**
Sr. District Sales Manager

Associations:

- **USA Hockey Coach in Chief** – Level 5 Coach
- **Sled Hockey Coach** – St. Louis Blues, 2012 & 2013 National Champions
- **Twin Ports Walleye Association**, 2010 – present.
- **American College Hockey Coaches Association**, 1999 – present.
- **Minnesota High School Hockey Coaches Association**, 2017 – present.
- **Minnesota Hockey Camps** – On-Ice Coaching Instructor.
- **Minnesota Sled Hockey Association** – Board Member

References:

- **Tim Ciavarri – 952-806-8650**
 - Principal – Olson Middle School
- **Brenda Becker – 952-806-8619**
 - Assistant Principal – Olson Middle School

- **Kelsey Maynard – 952-806-8614**
 - Dean of Students – Olson Middle School
- **Brenna Centini – 952-806-8720**
 - Counselor – SEL Center / Vision Program
- **Matt Dammann – 952-806-7965**
 - Special Education Teacher – SEL Center
- **Elizabeth Smith – 507-208-3438**
 - Special Education Department Head – Two Harbors High School
- **Stefanie Youngberg – 320-245-2289**
 - Superintendent / Former Principal - East Central High School
- **Todd Lindstrom – 320-372-0193**
 - Dean of Students /Activities Director – East Central High School
- **Cassie Gaede – 320-245-6092**
 - Secondary School Counselor – East Central High School
- **Barb Michalski – 320-380-3055**
 - Special Education Teacher – East Central High School
- **Tony Fritz – 224-392-6973**
 - Former Head Hockey Coach – Lake Forest College
- **Mike Sertich – 218-206-4548**
 - Former Head Hockey Coach - Minnesota Duluth and Michigan Tech
- **Steve Wasko – 218-348-6759**
 - Teacher at Two Harbors High School
 - Former Head Hockey Coach – Two Harbors HS

Resume

Name: Macoy Rudolph

Contact Information:

Summary:

Highly motivated and experienced teacher with a passion for history, special education, and coaching. Skilled in creating engaging and effective lesson plans and building strong relationships with students. Adept at coaching both basketball and football, with a proven track record of success. Experienced in working with special education students, adapting lessons to meet individual needs.

Education:

Associates of Arts Degree, Hibbing Community College, 2019

Bachelor's Degree in Social Studies/History Secondary Education, The College of St. Scholastica University, 2021

Master's Degree in Special Education, The College of St. Scholastica University, 2023

Certifications:

State Teaching Certification in History, Social Studies, and Special Education

CPR and first aid certification

Basketball and football coaching certifications

Head Coach Certification

Professional Experience:

History Teacher, Lincoln Park Middle School

2021

Develop and implement engaging lesson plans for middle school history classes.

Create assessments and evaluate student progress to adjust instruction as necessary.

Utilize technology and other resources to enhance student learning.

Build strong relationships with students and provide individualized support as needed.

Basketball and Football Coach, South Ridge High School

2022–Present

lead practices and games for both basketball and football teams.
Develop and implement strategic game plans for each opponent.
Build strong relationships with student athletes and provide mentorship and guidance.
Foster a positive team culture focused on hard work, discipline, and respect.

Special Education Teacher, South Ridge High School, Duluth East High School
2021 – 2023

Adapted lesson plans to meet the individual needs of special education students
worked closely with parents, teachers, and administrators to develop individualized education
plans (IEPs).
provided individualized support and accommodations to help students succeed.
conducted formal and informal assessments to evaluate student progress.

Skills:

Strong communication skills
Effective classroom management
Expertise in history and social studies
skilled in coaching basketball and football
Experience working with special education students
proficient in technology and classroom software

References:

available upon request.

Kianna Martinson

Master of Education
in Special Education

Kianna Martinson

Skills

- Classroom Management
 - Behavioral Management
 - Curriculum Mapping/Scaffolding
 - Rapport Building
 - Collaborative Communication
 - Conscious Discipline/Responsive Classroom Techniques
 - De-Escalation Strategies
-

Experience

Faribault Public School District / Special Education Teacher
Lincoln Elementary, Faribault, MN: 2023-2024 School Year

Federal Setting 3, Center-Based Classroom

Emotional Behavioral Disorder K-2

Gateway STEM Academy / Special Education Teacher

Gateway K-8 Charter School, Burnsville, MN: 2022-2023 School Year

Federal Setting 1-3, Resource and Center-Based Classroom

Autism Spectrum Disorder, Emotional Behavioral Disorder,
Developmental Cognitive Delay, Specific Learning Disability K-8

Saint Paul City School / Special Education Teacher

St. Paul K-5 Charter School, St. Paul, MN: 2021-2022 School Year

Federal Setting 1-2, Resource Classroom

Autism Spectrum Disorder, Emotional Behavioral Disorder,
Developmental Cognitive Delay, Specific Learning Disability K-5

Education

Grand Canyon University / Masters of Education

Special Education Degree, December 2020

GPA: 3.9

Minnesota State University, Mankato / Bachelors of Science

Communication Disorders Degree, May 2018

Magna Cum Laude

Angela Suihkonen

Summary of Qualifications

- Advanced degree with coursework in all aspects of Speech-Language Pathology
- Four years of professional hands-on experience working independently as Speech Language Pathologist in medical setting with pediatric and adult populations
- Prior clinical student experience in Virginia Public Schools as a Speech Language Pathology student working with children in public school environment
- Outstanding interpersonal and communication skills, experience working with patients and their care partners across all ages and backgrounds, building positive working relationships to ensure best possible clinical and personal outcome for patients
- Professional experience managing multiple projects and deadlines successfully while working under pressure, ability to stay focused in fast paced environment

Professional Experience

Essentia Health Virginia Iron Range Rehabilitation/Northern Pines, Virginia/Aurora, MN

Speech-Language Pathologist (7/2020-present)

- Responsible for evaluation and treatment across pediatric and adult patients with varied impairments, including speech and language, apraxia, feeding, receptive and expressive language, cognitive-linguistic, swallowing, voice, and augmentative and alternative communication
- Partnered with family members to meet education and home programming needs
- Worked across multiple facilities and settings with a variety of patient populations
- Collaborated with numerous other professionals to develop and ensure patient centered care
- Earned additional certifications in Ampcare, SPEAK OUT, and McNeill Dysphagia Therapy
- Utilized Epic to complete required documentation including evaluation reports and treatment notes

Clinical Experience

Essentia Health Virginia Iron Range Rehab, Virginia, MN

Student Worker - Speech-Language Pathology (1/2020-3/2020)

- Earned 71.5 clock hours to date working with adult populations in hospital and outpatient settings
- Participated in evaluation and treatment of adults with varied impairments, including cognitive-linguistic, swallowing, voice, speech, and receptive/expressive language.
- Utilized Epic to complete required documentation including evaluation reports and treatment notes

Virginia Minnesota Public Schools –ISD 706 –Parkview Learning Center, Virginia, MN

Student Worker - Speech-Language Pathology (9/2019-12/2019)

- Earned 153.5 clock hours working with pediatric populations in a public-school (preK-2) setting
- Assessed and provided treatment for children with various communication disorders including speech and language disorders, hearing impairments, and augmentative and alternative communication needs
- Assisted with documentation utilizing SPED forms including session data notes for Medicare, evaluation reports, and Individualized Education Plans (IEPs)

Essentia Health Virginia Iron Range Rehab, Virginia, MN

Student Worker - Speech-Language Pathology (6/2019-8/2019)

- Earned 113.5 clock hours working with pediatric populations in an outpatient rehabilitation setting
- Planned and conducted evaluation and treatment of children with variety of communication disorders including speech, language, social, and augmentative and alternative communication.
- Participated in co-treatment with occupational therapy for children with autism spectrum disorder
- Completed documentation utilizing Epic including visit notes, evaluation reports, and plans of care

Essentia Health Virginia Iron Range Rehab, Virginia, MN

Student Worker - Speech-Language Pathology (6/2018-8/2018)

- Earned 29.5 clock hours working with adult populations in inpatient rehabilitation, skilled nursing facility, and outpatient rehabilitation settings
- Participated during evaluation and treatment of adults with variety of communication and swallowing disorders including speech, language, cognitive communication, swallowing, and voice

Additional Experience

U. S. Steel - Minntac/Keetac, Mt. Iron/Keewatin, MN

Plant Warehouse Manager (09/2013-6/2019) Acting Inventory Manager (05/2016-6/2019)

- Responsible for purchasing and order management for two large production facilities
- Supervise daily activities of 7-8 union employees
- Lead team and provide support during plant-wide software conversion
- Work closely with maintenance planners, managers, and vendors to coordinate material delivery and improve maintenance reliability
- Participate in plant efforts to reduce inventory and recognize cost savings opportunities

Employee Relations Representative (11/2007-09/2013)

- Responsible for recruitment and selection of union and salary positions across two plants
- Formulate new strategies and relationships to meet organizational goals and hiring needs
- Interact with various levels of management to coordinate ongoing hiring efforts across numerous departments, often with conflicting interests
- Act as company representative at numerous recruiting events each year
- Plan and coordinate training programs for new union hires and entry-level managers
- Responsible for maintaining compliance with applicable Federal and State laws

Education

- | | | |
|----------|---|----------------|
| May 2020 | University of Wisconsin – Eau Claire | Eau Claire, WI |
| | <ul style="list-style-type: none">• Master of Science in Communication Disorders• Finance 100% of own education while working full time and maintaining 3.98 GPA | |
| May 2002 | University of Wisconsin – Stout | Menomonie, WI |
| | <ul style="list-style-type: none">• Master of Science in Applied Psychology (Industrial/Organizational concentration) | |
| May 2000 | University of Wisconsin – Superior | Superior, WI |
| | <ul style="list-style-type: none">• Bachelor of Science in Psychology, minor in Sociology | |

Rock Ridge Public Schools
Substance Abuse Prevention Grant Youth Group Leader
Description and Contract

- **Leader** will ensure that the Rock Ridge PCN campaign youth group activities reflect the mission and vision of the campaign.
- **Leader** will ensure that the Rock Ridge PCN campaign youth group meet twice a month during the school year, once per month over the summer break. Meeting attendance will be tracked and submitted to the PCN Grant Coordinator.
- **Leader** will assist planning at least one ATOD event with substance prevention messages.
- **Leader** must participate with their youth group at the Youth Leadership Academy (YLA). The Leader must also require that each youth be a member of the youth group in order to attend the annual two day Youth Leadership Academy (YLA) hosted by the grant. In 2022 due to COVID, a local alternative will be planned.
- **Leader** will be part of the CAPE Coalition as part of the youth committee.
- **Leader** is appointed by the PNC Grant Coordinator and members of the CAPE Coalition. The term contract is one year. Payment will be given by the end of the grant year (June 30th 2024). If for any reason the youth group leader cannot or does not complete requirements, a meeting will be held with the PNC Coordinator, CAPE coordinator, and the Youth Group Leader to determine the appropriate partial pay for the amount of completion that will take place of the full payment amount.
 - \$4000: Full year/completed all leader requirements for one youth group.

I, Samantha Papenfuss Krage____, hereby accept the role of _____ **Positive Community Norms Grant Youth Group Leader.**

A handwritten signature in black ink, appearing to read "John A. [unclear]". The signature is highly stylized with large loops and a long, sweeping tail that extends to the right.

Signature:

Date: 7/13/23



**Eveleth Campus
Demo Revisions
for City of Eveleth
06.04.24**

Keep grade as flat as possible during demo of the rink area. City to install new boards in the future.

Sever gym building on North and South side at indicated locations. GC to temp enclose.

Foundation can stay, below grade, where it would impede on the structural integrity of the adjacent city sidewalk/road during the removal of building foundations

Foundation can stay, below grade, where it would impede on the structural integrity of the adjacent city sidewalk/road during the removal of stadium foundations

The areas in green is to remain (building, tennis courts, playground, sidewalks, trees, ball field, etc.), and must be protected throughout the duration of the abatement and demolition project.

Any utilities that run through this area (i.e. steam line, water line, etc.) will be capped on either side of the area in green, and remaining pipe in the green area will be abandoned in place.

June 10, 2024

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>
14535	AT & T MOBILITY	E 01 005 690 000 000 320	Comm Telephone	\$4,866.82
14535 Total				<u>\$4,886.82</u>
14536	EVELETH PUBLIC UTILITIES	E 01 118 810 000 000 332		\$74.25
14536	EVELETH PUBLIC UTILITIES	E 01 118 810 000 000 333		\$28.00
14536	EVELETH PUBLIC UTILITIES	E 01 118 810 000 000 334		\$110.87
14536 Total				<u>\$213.12</u>
14537	NEXTERA COMMUNICATIONS	E 02 005 770 000 701 320		\$34.91
14537	NEXTERA COMMUNICATIONS	E 01 005 606 000 000 320		\$130.92
14537	NEXTERA COMMUNICATIONS	E 04 500 505 000 321 320		\$34.91
14537	NEXTERA COMMUNICATIONS	E 03 005 760 000 720 320		\$69.83
14537	NEXTERA COMMUNICATIONS	E 01 117 810 000 000 320		\$34.91
14537	NEXTERA COMMUNICATIONS	E 01 112 203 000 000 320		\$34.91
14537	NEXTERA COMMUNICATIONS	E 01 300 211 000 000 320		\$69.83
14537	NEXTERA COMMUNICATIONS	E 01 005 810 000 000 320		\$392.78
14537	NEXTERA COMMUNICATIONS	E 01 005 020 000 000 320		\$34.91
14537	NEXTERA COMMUNICATIONS	E 01 302 810 000 000 320		\$34.91
14537 Total				<u>\$872.82</u>
14538	VIRGINIA PUBLIC UTILITITES	E 01 300 810 000 000 440		\$2,859.39
14538	VIRGINIA PUBLIC UTILITITES	E 01 300 810 000 000 333		\$182.41
14538	VIRGINIA PUBLIC UTILITITES	E 01 005 810 000 000 334		\$98.46
14538	VIRGINIA PUBLIC UTILITITES	E 01 300 810 000 000 331		\$1,979.21
14538	VIRGINIA PUBLIC UTILITITES	E 01 300 810 000 000 332		\$92.75
14538	VIRGINIA PUBLIC UTILITITES	E 01 005 810 000 000 333		\$98.97
14538	VIRGINIA PUBLIC UTILITITES	E 01 005 810 000 000 334		\$16.26
14538	VIRGINIA PUBLIC UTILITITES	E 01 005 810 000 000 440		\$607.59
14538	VIRGINIA PUBLIC UTILITITES	E 01 005 810 000 000 332		\$58.75
14538	VIRGINIA PUBLIC UTILITITES	E 01 005 810 000 000 331		\$132.71
14538	VIRGINIA PUBLIC UTILITITES	E 01 117 810 000 000 332		\$118.25
14538	VIRGINIA PUBLIC UTILITITES	E 01 117 810 000 000 334		\$390.96
14538	VIRGINIA PUBLIC UTILITITES	E 01 117 810 000 000 331		\$3,333.61
14538	VIRGINIA PUBLIC UTILITITES	E 01 117 810 000 000 333		\$244.99
14538	VIRGINIA PUBLIC UTILITITES	E 01 117 810 000 000 440		\$4,720.77
14538 Total				<u>\$14,935.08</u>
14539	AT & T MOBILITY	E 01 005 690 000 000 320	Comm Telephone	\$603.29
14539 Total				<u>\$603.29</u>
14540	AT & T MOBILITY	E 01 005 690 000 000 320	Comm Telephone	\$332.28
14540 Total				<u>\$332.28</u>
14541	AIKEY ELECTRIC LLC	E 01 117 810 000 000 350	Lamp Ballasts & Light Fixtures	\$629.26
14541 Total				<u>\$629.26</u>
14542	AMAZON CAPITAL SERVICES INC	E 01 101 203 000 000 401	Kids Headphones Bulk 10 Pack Multi Colors for	\$25.99
14542	AMAZON CAPITAL SERVICES INC	E 01 101 203 000 000 401	MaxWorks 80774 3-Shelf Utility Plastic Cart wi	\$69.99
14542	AMAZON CAPITAL SERVICES INC	E 01 101 203 000 000 401	https://www.amazon.com/SIWOTED-Silicone-O	\$13.98
14542	AMAZON CAPITAL SERVICES INC	E 01 101 203 000 000 401	Satinior 24 Pcs Desk Dividers Privacy Boards fo	\$35.79
14542	AMAZON CAPITAL SERVICES INC	E 01 101 203 000 000 401	Amazon Basics Clear Thermal Laminating Plasti	\$19.99

14542	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	MiscSpringhill 015101 Digital Index White Card	\$11.13
14542	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	LIFE SAVERS Wint-O-Green Breath Mint Bulk H	\$33.10
14542	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	Freight	\$6.99
14542	AMAZON CAPITAL SERVICES INC	E	01	005	110	000	000	401	Color Toner- Debbie	\$445.78
14542	AMAZON CAPITAL SERVICES INC	E	01	005	105	004	000	401	G2 16 inch kids snowshoes, Blue G2 GO2GETHE	\$809.82
14542	AMAZON CAPITAL SERVICES INC	E	01	101	201	000	000	430	20 Pcs Funny Sensory Fidget Toys,Transformab	\$38.97
14542	AMAZON CAPITAL SERVICES INC	E	01	101	201	000	000	430	JustBlanks 20 Pcs Pencil Grips for Kids Handwrit	\$29.97
14542	AMAZON CAPITAL SERVICES INC	E	01	101	201	000	000	430	Kindergarten, Here I Come Pencils! Neon Kinde	\$31.90
14542	AMAZON CAPITAL SERVICES INC	E	01	101	201	000	000	430	Play-Doh Bulk Spring Colors 12-Pack of Non-Tox	\$83.94
14542	AMAZON CAPITAL SERVICES INC	E	01	101	201	000	000	430	Blue Summit Supplies Kids Scissors, Student Sci	\$50.58
14542	AMAZON CAPITAL SERVICES INC	E	01	101	201	000	000	430	24 Pack 1 Hole Punch 1/4 Inch Single Hole Punc	\$59.98
14542	AMAZON CAPITAL SERVICES INC	E	01	101	201	000	000	430	Crayola Crayons, 8 Count (Case of 48)	\$86.56
14542 Total										<u>\$1,854.46</u>
14543	AT & T MOBILITY	E	01	005	690	000	000	320	TABLETS	\$73.48
14543 Total										<u>\$73.48</u>
14544	BARTLEY SALES COMPANY INC	E	01	101	203	000	000	401	TACKBOARDS	\$3,740.00
14544 Total										<u>\$3,740.00</u>
14545	BARTOVICH ANTHONY F	E	01	300	294	713	000	305	OFFICIAL	\$95.00
14545	BARTOVICH ANTHONY F	E	01	300	294	713	000	305	OFFICIAL	\$95.00
14545	BARTOVICH ANTHONY F	E	01	300	296	716	000	305	OFFICIAL	\$180.00
14545 Total										<u>\$370.00</u>
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	Game Balls CCSB12LRFFP	\$128.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	BSN Bucket - 1378437	\$25.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	Jugs Lite Flite - 1159257	\$70.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	BowNet BMX -1397413	\$189.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	Strike-Zone Acc - 1462112	\$17.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	Dimpled Softball Yellow - BBDSBALL	\$38.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	Chin Strap - NSPHG	\$2.08
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	Batters Helmet SMMD - MZ380395	\$72.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	Batters Helmet LGXL - MZ380395	\$72.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	TCB 8.0 Training Ball - 1464685	\$44.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	Markwort Strike Zone Training Home Plate - N	\$20.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	Tanner Tee 26-43 - K11059	\$103.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	Tanner Tee 20-32 - K11060	\$103.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	Samurai Womens Catcher Gear - NSPHG	\$400.00
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	LXT 33in 23 oz - WLWBL2812010	\$469.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	DeMarini CF 33in 23oz - WLWBD2366	\$470.99
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	UA Game Socks Med BLACK - UA1367822	\$179.80
14546	BSN SPORTS LLC	E	01	300	296	716	000	430	Freight	\$246.78
14546 Total										<u>\$2,662.52</u>
14547	CENTURY LINK	E	01	005	605	000	311	320	PHONE	\$105.29
14547	CENTURY LINK	E	01	005	605	000	311	320	PHONE	\$105.29
14547 Total										<u>\$210.58</u>
14548	CLOQUET HIGH SCHOOL	E	01	300	258	003	000	430	Two Pieces- Lyz Jaakola, Composer	\$175.00
14548 Total										<u>\$175.00</u>
14549	CULLIGAN WATER CONDITIONING	E	01	300	810	000	000	350	SOFTENER RENTAL	\$39.00
14549 Total										<u>\$39.00</u>
14550	EVELETH PUBLIC UTILITIES	E	01	005	810	000	000	332	UTILITIES	\$1,043.00
14550	EVELETH PUBLIC UTILITIES	E	01	302	810	000	000	330	UTILITES	\$2,641.05
14550	EVELETH PUBLIC UTILITIES	E	01	005	810	000	000	332	UTILITIES	\$1,645.00
14550	EVELETH PUBLIC UTILITIES	E	01	300	810	000	000	331	UTILITIES	\$1,669.95
14550	EVELETH PUBLIC UTILITIES	E	01	005	810	000	000	332	UTILITIES	\$705.00
14550	EVELETH PUBLIC UTILITIES	E	01	101	810	000	000	330	UTILITIES	\$685.55

14550	EVELETH PUBLIC UTILITIES	E	01	116	810	000	000	331	UTILITIES	\$404.40
14550	EVELETH PUBLIC UTILITIES	E	03	005	760	000	720	330	UTILITIES	\$176.60
14550	EVELETH PUBLIC UTILITIES	E	01	005	810	000	000	332	UTILITIES	\$94.00
14550	EVELETH PUBLIC UTILITIES	E	01	302	810	000	000	330	UTILITIES	\$81.20
14550	EVELETH PUBLIC UTILITIES	E	01	300	810	000	000	331	UTILITIES	\$21.83
14550 Total										<u>\$9,167.58</u>
14551	FERGUSON ENTERPRISES LLC #1657	E	01	005	810	000	000	350	Plumber Parts	\$110.61
14551 Total										<u>\$110.61</u>
14552	GEISLINGER KEVIN	E	01	300	294	713	000	305	OFFICIAL	\$175.00
14552 Total										<u>\$175.00</u>
14553	GILBERT WATER & LIGHT DEPT	E	03	005	760	000	720	330	UTILITIES	\$1,225.81
14553 Total										<u>\$1,225.81</u>
14554	GMEN	E	06	005	870	000	000	311	Dumpster - EGHS	\$3,190.61
14554 Total										<u>\$3,190.61</u>
14555	GRANDE ACE HARDWARE	E	01	118	810	000	000	401	Batteries	\$18.98
14555	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Plumber Supplies	\$24.98
14555	GRANDE ACE HARDWARE	E	01	300	810	000	000	350	Keys	\$29.90
14555	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Plumber Supplies	\$28.66
14555	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Plumber Supplies	\$29.67
14555	GRANDE ACE HARDWARE	E	01	118	810	000	000	410	Maint Supplies	\$83.23
14555	GRANDE ACE HARDWARE	E	01	118	810	000	000	410	Maint Supplies	\$34.11
14555	GRANDE ACE HARDWARE	E	01	112	810	000	000	410	Batteries	\$35.98
14555 Total										<u>\$285.51</u>
14556	HAWKINS INC	E	01	300	810	000	000	350	chemicals	\$223.55
14556 Total										<u>\$223.55</u>
14557	HENNEN KAYLEE	R	04	500	570	000	321	040	REIMB FOR CUB CARE BALANCE	\$15.00
14557 Total										<u>\$15.00</u>
14558	HILLYARD / HUTCHINSON	E	01	112	810	000	000	350	Switch	\$94.59
14558	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	WasteBaskets	\$661.76
14558	HILLYARD / HUTCHINSON	E	06	300	870	000	000	530	Vacuums & Parts	\$3,327.63
14558	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Waste Baskets	\$330.76
14558 Total										<u>\$4,414.74</u>
14559	HOBART SERVICE	E	02	005	770	000	701	350	Electrical Maint - Ovens	\$654.15
14559 Total										<u>\$654.15</u>
14560	JANEKSELA DAVID	E	01	300	294	713	000	305	OFFICIAL	\$210.00
14560 Total										<u>\$210.00</u>
14561	KARICH BRIAN	E	01	300	296	716	000	305	OFFICIAL	\$90.00
14561	KARICH BRIAN	E	01	300	294	713	000	305	OFFICIAL	\$115.00
14561 Total										<u>\$205.00</u>
14562	KING WILLIAM	E	01	300	296	716	000	305	OFFICIAL	\$166.00
14562	KING WILLIAM	E	01	300	296	716	000	305	OFFICIAL	\$126.00
14562	KING WILLIAM	E	01	300	296	716	000	305	OFFICIAL	\$112.00
14562 Total										<u>\$404.00</u>
14563	KY INTERPRETING SERVICES INC	E	01	101	405	000	740	399	INTERPRETING	\$12,460.00
14563	KY INTERPRETING SERVICES INC	E	01	101	405	000	740	399	INTERPRETING	\$9,960.00
14563	KY INTERPRETING SERVICES INC	E	01	101	405	000	740	399	INTERPRETING	\$7,447.50
14563	KY INTERPRETING SERVICES INC	E	01	101	405	000	740	399	INTERPRETING	\$1,912.50
14563 Total										<u>\$31,780.00</u>
14564	L & M SUPPLY INC	E	01	300	810	000	000	350	Carts	\$64.44
14564	L & M SUPPLY INC	E	01	112	810	000	000	350	Adapters	\$7.44
14564 Total										<u>\$71.88</u>
14565	LESCARBEAU JOE	E	01	300	294	713	000	305	OFFICIAL	\$45.00
14565 Total										<u>\$45.00</u>

14566	MADISON NATIONAL LIFE	B	01	215	003				LIFE	\$1,733.91
14566	MADISON NATIONAL LIFE	B	01	215	004				LTD	\$2,776.37
14566 Total										<u>\$4,510.28</u>
14567	MCCAULEY KELLY	E	01	300	296	716	000	305	OFFICIAL	\$160.00
14567	MCCAULEY KELLY	E	01	300	296	716	000	305	OFFICIAL	\$147.00
14567 Total										<u>\$307.00</u>
14568	MEDICAREBLUE RX	E	01	005	810	000	796	291	RETIREE INSURANCE	\$285.10
14568	MEDICAREBLUE RX	E	01	100	203	000	796	291	RETIREE INSURANCE	\$641.10
14568	MEDICAREBLUE RX	E	01	301	211	000	796	291	RETIREE INSURANCE	\$641.10
14568	MEDICAREBLUE RX	E	01	300	211	000	000	291	RETIREE INSURANCE	\$198,564.20
14568 Total										<u>\$200,131.50</u>
14569	MENARDS	E	01	005	810	000	000	350	Custodial Supplies	\$57.84
14569	MENARDS	E	01	005	810	000	000	350	Cust Supplies	\$60.65
14569	MENARDS	E	01	112	810	000	000	410	Cleaning Supplies	\$9.64
14569 Total										<u>\$128.13</u>
14570	MESABI SIGN CO INC	E	01	300	810	000	000	350	Door # Signs	\$387.00
14570 Total										<u>\$387.00</u>
14571	METRO SALES INC	E	05	005	850	000	302	335	Copier 118611	\$60.00
14571	METRO SALES INC	E	05	005	850	000	302	335	Copier 110328	\$139.56
14571 Total										<u>\$199.56</u>
14572	MINER'S INC	E	01	300	250	000	000	430	Blanket PO for Class Supplies	\$102.81
14572 Total										<u>\$102.81</u>
14573	MINNESOTA POWER	E	01	302	810	000	000	330	UTILITIES	\$1,124.11
14573	MINNESOTA POWER	E	01	116	810	000	000	331	UTILITIES	\$3,912.92
14573	MINNESOTA POWER	E	01	302	810	000	000	330	UTILITIES	\$4,144.22
14573	MINNESOTA POWER	E	01	302	810	000	000	330	UTILITIES	\$3,910.93
14573	MINNESOTA POWER	E	01	302	810	000	000	330	UTILITIES	\$21.08
14573	MINNESOTA POWER	E	01	116	810	000	000	331	UTILITIES	\$21.27
14573	MINNESOTA POWER	E	01	302	810	000	000	330	UTILITIES	\$24.06
14573	MINNESOTA POWER	E	03	005	760	000	720	330	UTILITIES	\$197.93
14573	MINNESOTA POWER	E	03	005	760	000	720	330	UTILITIES	\$57.81
14573 Total										<u>\$13,414.33</u>
14574	MN ENERGY RESOURCES CORP	E	01	302	810	000	000	440	UTILITIES	\$294.97
14574 Total										<u>\$294.97</u>
14575	NESS JASON	E	01	300	298	000	000	364	FUEL FOR STATE	\$67.07
14575	NESS JASON	E	01	300	298	000	000	430	RIBBONS FOR HOME MEET	\$581.40
14575 Total										<u>\$648.47</u>
14576	NEXTERA COMMUNICATIONS	E	01	005	105	000	000	320	PHONE	\$890.87
14576 Total										<u>\$890.87</u>
14577	NORTHEAST SERVICE COOPERATIVE	B	01	215	001				MEDICAL	\$241,744.44
14577 Total										<u>\$241,744.44</u>
14578	NORTHERN MN DENTAL INC	B	01	215	002				DENTAL	\$3,819.20
14578 Total										<u>\$3,819.20</u>
14579	OTT ROBERT	E	01	300	296	716	000	305	OFFICIAL	\$257.00
14579	OTT ROBERT	E	01	300	294	713	000	305	OFFICIAL	\$195.00
14579 Total										<u>\$452.00</u>
14580	PERKIO NATHANIEL A	E	01	300	294	713	000	305	OFFICIAL	\$60.00
14580 Total										<u>\$60.00</u>
14581	PLATT TYLER C	E	01	300	296	716	000	305	OFFICIAL	\$181.00
14581 Total										<u>\$181.00</u>
14582	QUADIENT FINANCE	E	01	005	105	000	000	329	POSTAGE	\$500.00
14582 Total										<u>\$500.00</u>

14583	RANGE PAPER CORPORATION	E	01	112	203	000	000	401	Copy Paper	\$582.23
14583	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Can Liners	\$1,196.48
14583	RANGE PAPER CORPORATION	E	01	101	810	000	000	410	Magic Eraser	\$39.43
14583	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Can Liners	\$486.20
14583	RANGE PAPER CORPORATION	E	01	116	810	000	000	410	Custodial Supplies	\$769.94
14583	RANGE PAPER CORPORATION	E	01	116	810	000	000	410	Wiper Scrim	\$65.26
14583 Total										<u>\$3,139.54</u>
14584	SCHMITT MUSIC CENTER	E	01	300	258	003	000	430	EVANS DRUMHEAD	\$28.78
14584	SCHMITT MUSIC CENTER	E	01	300	258	003	000	430	BF-39VN3/4 Artino Carbon Graphite 3/4 violin	\$45.00
14584	SCHMITT MUSIC CENTER	E	01	300	258	003	000	430	DNC4 2 Diamond NX Cello Bows	\$988.00
14584 Total										<u>\$1,061.78</u>
14585	SCHOOL SPECIALTY LLC	E	01	116	203	000	000	401	085289 School Smart 3-Hole Punched Filler Pap	\$12.35
14585	SCHOOL SPECIALTY LLC	E	01	116	203	000	000	401	085277 School Smart Graph Paper, 8-1/2 x 11 li	\$13.94
14585	SCHOOL SPECIALTY LLC	E	01	116	203	000	000	401	1592774 Elmer's Re-Stick School Glue Sticks, 0.	\$32.02
14585	SCHOOL SPECIALTY LLC	E	01	116	203	000	000	401	008970 Elmer's Washable No Run School Glue,	\$12.70
14585	SCHOOL SPECIALTY LLC	E	01	116	203	000	000	401	086336 School Smart Blunt Tip Kids Scissors, 5 l	\$36.28
14585	SCHOOL SPECIALTY LLC	E	01	101	203	000	000	401	Item #2013406 Pencils pack of 144	\$39.63
14585	SCHOOL SPECIALTY LLC	E	01	101	203	000	000	401	2013406 Pre Sharpened Pencils	\$110.72
14585 Total										<u>\$257.64</u>
14586	SELIGA-PUNYKO JUDY	E	01	300	294	706	000	305	OFFICIAL	\$100.00
14586 Total										<u>\$100.00</u>
14587	STAINIGER GREGORY	E	01	300	296	716	000	305	OFFICIAL	\$90.00
14587 Total										<u>\$90.00</u>
14588	TEACHER CREATED RESOURCES	E	01	101	216	000	401	430	TCR9569 Nonfiction and Fiction Paired Text	\$79.95
14588	TEACHER CREATED RESOURCES	E	01	101	216	000	401	430	TCR208636 Bright Plastic Book Bins	\$39.99
14588 Total										<u>\$119.94</u>
14589	TEACHERS ON CALL	E	01	101	203	000	000	305	Subs	\$1,694.58
14589	TEACHERS ON CALL	E	01	116	640	000	000	303	Subs	\$389.56
14589	TEACHERS ON CALL	E	01	116	420	000	740	307	Subs	\$194.78
14589	TEACHERS ON CALL	E	01	116	203	000	000	305	Subs	\$1,532.26
14589	TEACHERS ON CALL	E	01	112	203	000	000	305	Subs	\$181.79
14589	TEACHERS ON CALL	E	01	300	420	000	740	307	Subs	\$370.08
14589	TEACHERS ON CALL	E	01	300	211	000	000	305	Subs	\$2,532.14
14589	TEACHERS ON CALL	E	01	101	203	000	000	305	Subs	\$1,512.79
14589	TEACHERS ON CALL	E	01	116	203	000	000	305	Subs	\$2,317.88
14589	TEACHERS ON CALL	E	01	112	203	000	000	305	Subs	\$746.66
14589	TEACHERS ON CALL	E	01	300	420	000	740	307	Subs	\$1,168.68
14589	TEACHERS ON CALL	E	01	300	211	000	000	305	Subs	\$3,340.46
14589	TEACHERS ON CALL	E	01	101	203	000	000	305	Subs	\$2,012.72
14589	TEACHERS ON CALL	E	01	116	203	000	000	305	Subs	\$1,460.84
14589	TEACHERS ON CALL	E	01	112	420	000	740	307	Subs	\$545.38
14589	TEACHERS ON CALL	E	01	112	203	000	000	305	Subs	\$811.56
14589	TEACHERS ON CALL	E	01	300	640	000	000	303	Subs	\$1,519.27
14589	TEACHERS ON CALL	E	01	300	211	000	000	305	Subs	\$1,538.76
14589 Total										<u>\$23,870.19</u>
14590	TEASCK JEFF	E	04	500	560	000	321	311	SOFTBALL EXPS	\$1,946.88
14590 Total										<u>\$1,946.88</u>
14591	TWIN PORTS PAPER & SUPPLY INC	E	01	101	810	000	000	410	Cleaning Supplies	\$1,868.28
14591 Total										<u>\$1,868.28</u>
14592	VC3 INC	E	01	005	605	000	000	434	CW/VC3 Cloud AntiVirus for 11 computers in A1	\$22.00
14592 Total										<u>\$22.00</u>
14593	VIRGINIA GOLF COURSE	E	01	300	296	715	000	364	65 PLAYERS	\$650.00
14593 Total										<u>\$650.00</u>

14594	AT & T MOBILITY	E	01	005	690	000	000	320	Comm Telephone	\$715.00
14594 Total										<u>\$715.00</u>
14595	MINNESOTA POWER	E	01	300	810	000	000	331	Electricity	\$337.77
14595 Total										<u>\$337.77</u>
14596	321 ART STUDIO	E	04	500	560	000	321	430	Instruct Supplies	\$180.00
14596 Total										<u>\$180.00</u>
14597	A-1 SERVICES INC	E	01	300	810	000	000	350	Repairs Maint Serv	\$50.86
14597	A-1 SERVICES INC	E	01	300	810	000	000	350	Repairs Maint Serv	\$1,685.00
14597 Total										<u>\$1,735.86</u>
14598	AGI REPAIR INC	E	01	005	606	000	000	311	Prof Tech Services	\$2,703.00
14598	AGI REPAIR INC	E	01	005	606	000	000	311	Prof Tech Services	\$1,104.00
14598	AGI REPAIR INC	E	01	005	606	000	000	311	Prof Tech Services	\$1,489.00
14598	AGI REPAIR INC	E	01	005	606	000	000	311	Prof Tech Services	\$1,597.00
14598 Total										<u>\$6,893.00</u>
14599	AMAZON CAPITAL SERVICES INC	E	01	300	255	000	000	430	Instruct Supplies	\$163.23
14599	AMAZON CAPITAL SERVICES INC	E	01	300	255	000	000	430	Instruct Supplies	\$14.03
14599	AMAZON CAPITAL SERVICES INC	E	04	500	560	000	321	430	Instruct Supplies	\$57.26
14599	AMAZON CAPITAL SERVICES INC	E	04	500	560	000	321	430	Instruct Supplies	\$121.96
14599	AMAZON CAPITAL SERVICES INC	E	01	005	810	000	000	350	Repairs Maint Serv	\$59.65
14599	AMAZON CAPITAL SERVICES INC	E	01	005	606	000	000	401	General Supplies	\$646.17
14599	AMAZON CAPITAL SERVICES INC	E	01	005	606	000	000	401	General Supplies	\$189.10
14599	AMAZON CAPITAL SERVICES INC	E	01	005	030	000	000	401	General Supplies	\$722.49
14599	AMAZON CAPITAL SERVICES INC	E	01	005	105	046	000	430	Instructional Supply	\$153.03
14599 Total										<u>\$2,126.92</u>
14600	APG MEDIA OF MN	E	01	005	010	000	000	380	Print-Publish	\$3,694.08
14600 Total										<u>\$3,694.08</u>
14601	ARROW AUTO GLASS & SUPPLY CO	E	03	005	760	000	720	350	Repairs Maint Serv	\$174.60
14601 Total										<u>\$174.60</u>
14602	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$2,774.56
14602	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$942.24
14602	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$4,025.69
14602	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$512.39
14602	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$387.70
14602	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$466.60
14602	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$522.85
14602 Total										<u>\$9,632.03</u>
14603	B&H PHOTO VIDEO	E	01	005	105	009	000	401	AS PER ATTACHED QUOTE NO. 905612345	\$417.16
14603 Total										<u>\$417.16</u>
14604	BIALKE ALYSON MARIE	E	04	701	590	000	350	311	Prof Tech Services	\$290.00
14604 Total										<u>\$290.00</u>
14605	BORICH BRANDON	E	01	005	640	000	316	366	Travel	\$318.93
14605 Total										<u>\$318.93</u>
14606	BSN SPORTS LLC	E	01	300	294	714	000	430	Instruct Supplies	\$639.04
14606 Total										<u>\$639.04</u>
14607	COSTIN GROUP INC	E	01	005	010	000	000	311	Prof Tech Services	\$3,500.00
14607 Total										<u>\$3,500.00</u>
14608	CUNINGHAM GROUP ARCHITECTURE INC	E	06	116	870	000	000	311	Prof Tech Services	\$15,981.98
14608 Total										<u>\$15,981.98</u>
14609	DAHLHEIMER BEVERAGE	E	01	300	810	000	000	332	Water	\$462.22
14609 Total										<u>\$462.22</u>
14610	DINCAU VENDING INC	E	01	300	214	038	000	401	General Supplies	\$518.00
14610 Total										<u>\$518.00</u>

14611	DULUTH EAST SOFTBALL BOOSTER CLUB	E	01	300	296	716	000	364	Entry Fees/Student Travel	\$500.00
14611 Total										<u>\$500.00</u>
14612	ECOLAB	E	01	118	810	000	000	350	Repair & Maint Service	\$230.25
14612 Total										<u>\$230.25</u>
14613	EDDY JULIE	E	04	500	560	000	321	430	Instruct Supplies	\$149.12
14613 Total										<u>\$149.12</u>
14614	EDUCATORS BENEFIT CONSULTANTS	E	01	005	110	000	000	311	Prof Tech Services	\$254.70
14614 Total										<u>\$254.70</u>
14615	EDWARDS OIL COMPANY	E	03	005	760	000	720	442	Vehicle Gas & Oil	\$12,073.32
14615 Total										<u>\$12,073.32</u>
14616	EHLERS	E	01	005	810	000	000	401	County Auditor Disclosures	\$3,850.00
14616 Total										<u>\$3,850.00</u>
14617	ELK RIVER HIGH SCHOOL	E	01	300	296	716	000	364	Entry Fees/Student Travel	\$200.00
14617 Total										<u>\$200.00</u>
14619	FACTS EDUCATION SOLUTIONS LLC	E	01	798	216	000	401	304	Purchased Services	\$2,663.19
14619 Total										<u>\$2,663.19</u>
14620	G BENZ CONTRACTING INC	E	06	300	870	000	000	520		\$29,960.00
14620	G BENZ CONTRACTING INC	E	06	300	870	000	000	520		\$34,690.00
14620 Total										<u>\$64,650.00</u>
14621	GIANTS RIDGE	E	01	300	294	715	000	364	Entry Fees/Student Travel	\$4,450.00
14621	GIANTS RIDGE	E	01	300	294	715	000	364		\$200.00
14621	GIANTS RIDGE	E	01	300	296	714	000	364		\$200.00
14621 Total										<u>\$4,850.00</u>
14622	GRANDE ACE HARDWARE	E	01	005	810	000	000	401	General Supplies	\$27.08
14622	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Repairs Maint Serv	\$5.91
14622	GRANDE ACE HARDWARE	E	01	005	810	000	000	410	Custodial Supplies	\$34.90
14622	GRANDE ACE HARDWARE	E	01	005	810	000	000	410	Custodial Supplies	\$197.18
14622 Total										<u>\$265.07</u>
14623	HAMMER KYLE	E	01	300	361	000	428	368	Out-of-State Travel	\$95.80
14623 Total										<u>\$95.80</u>
14624	HERMANTOWN GOLF	E	01	300	294	715	000	364	Entry Fees/Student Travel	\$360.00
14624 Total										<u>\$360.00</u>
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$300.00
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$246.00
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$138.38
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$82.00
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$82.00
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$102.50
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$61.50
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$246.00
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$138.38
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$123.00
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$102.50
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$61.50
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$49.20
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$82.00
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$65.60
14625	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$65.60
14625 Total										<u>\$1,946.16</u>
14626	INAC INC	E	02	005	770	000	701	495		\$13,796.00
14626	INAC INC	E	02	005	770	000	701	401		\$7,753.87
14626	INAC INC	E	02	005	770	000	701	311		\$6,735.00
14626	INAC INC	E	02	005	770	000	701	490		\$70,502.33

14626	INAC INC	E	02	005	770	000	701	319		\$37,706.44
14626 Total										<u>\$136,493.64</u>
14627	INTER CITY OIL INC	E	03	005	760	000	720	442	Vehicle Gas & Oil	\$1,474.38
14627 Total										<u>\$1,474.38</u>
14628	IRON RANGE TOWING	E	03	005	760	000	720	350	Repairs Maint Serv	\$350.00
14628 Total										<u>\$350.00</u>
14629	ISD #118	E	01	300	361	965	428	303	Purchased Services	\$948.78
14629 Total										<u>\$948.78</u>
14630	ISD #2	E	01	300	361	958	428	303	Purchased Services	\$201.75
14630 Total										<u>\$201.75</u>
14631	ISD #2142	E	01	300	361	966	475	303	Purchased Services	\$3,799.97
14631	ISD #2142	E	01	300	361	966	475	303		\$2,172.33
14631	ISD #2142	E	01	300	361	966	428	303		\$2,535.97
14631 Total										<u>\$8,508.27</u>
14632	ISD #2711	E	01	300	361	961	428	303	Purchased Services	\$5,615.64
14632	ISD #2711	E	01	300	361	961	475	303	Purchased Services	\$1,218.98
14632 Total										<u>\$6,834.62</u>
14633	ISD #316	E	01	300	361	956	428	303	Purchased Services	\$1,736.00
14633	ISD #316	E	01	300	361	956	475	303		\$561.06
14633	ISD #316	E	01	300	361	956	428	303		\$3,193.00
14633 Total										<u>\$5,490.06</u>
14634	ISD #318	E	01	300	361	955	475	303	Purchased Services	\$2,935.13
14634 Total										<u>\$2,935.13</u>
14635	ISD #361	E	01	300	211	000	000	394	To Non-Ed Agency	\$7,306.87
14635 Total										<u>\$7,306.87</u>
14636	ISD #6076	E	01	005	420	000	740	397		\$4,775.41
14636	ISD #6076	E	01	005	420	000	740	397		\$9,550.83
14636	ISD #6076	E	01	005	420	000	740	396		\$17,269.43
14636	ISD #6076	E	01	005	420	000	740	396		\$34,538.89
14636 Total										<u>\$66,134.56</u>
14637	ISD #695	E	01	300	294	714	000	364		\$75.00
14637	ISD #695	E	01	300	296	714	000	364		\$75.00
14637	ISD #695	E	01	300	294	714	000	364	Entry Fees/Student Travel	\$100.00
14637 Total										<u>\$250.00</u>
14638	ISD #701	E	01	300	296	714	000	364		\$150.00
14638	ISD #701	E	01	300	294	714	000	364		\$150.00
14638 Total										<u>\$300.00</u>
14639	JK MECHANICAL CONTRACTORS INC	E	01	117	810	000	000	350	Repairs Maint Serv	\$4,778.72
14639 Total										<u>\$4,778.72</u>
14640	KAPLAN COMPANY	E	01	112	412	000	740	433	10698, LAP-3 SCORING BOOKLETS, SET OF 20	\$45.90
14640	KAPLAN COMPANY	E	01	112	412	000	740	433	SHIPPING	\$6.89
14640 Total										<u>\$52.79</u>
14641	KING KIM	E	04	500	560	000	321	430	Instruct Supplies	\$240.00
14641 Total										<u>\$240.00</u>
14642	KUSH-JEFFERY SHANON	E	04	500	580	046	325	430	Instructional Supply	\$39.99
14642 Total										<u>\$39.99</u>
14643	KY INTERPRETING SERVICES INC	E	01	116	405	000	740	399	Spec Purchased Services	\$12,150.00
14643 Total										<u>\$12,150.00</u>
14644	L & M SUPPLY INC	E	01	300	255	000	000	430	Instruct Supplies	\$7.57
14644	L & M SUPPLY INC	E	01	300	211	027	000	430	Instruct Supplies	\$154.98
14644	L & M SUPPLY INC	E	01	005	810	000	000	420	Repair Supplies	\$80.95
14644	L & M SUPPLY INC	E	01	005	810	000	000	420	Repair Supplies	\$1.19
14644	L & M SUPPLY INC	E	03	005	760	000	720	420	Repair Supplies	\$5.98

14644	L & M SUPPLY INC	E	05	300	850	052	302	520	Bldg Improvements	\$11.90
14644	L & M SUPPLY INC	E	01	005	810	000	000	420	Repair Supplies	\$8.98
14644	L & M SUPPLY INC	E	01	005	810	000	000	420	Repair Supplies	\$11.98
14644	L & M SUPPLY INC	E	03	005	760	000	720	420	Repair Supplies	\$49.99
14644 Total										<u>\$333.52</u>
14645	LCS COACHES INC	E	01	300	294	714	733	361	Private Trans Cont	\$1,639.36
14645	LCS COACHES INC	E	01	300	294	714	733	361	Private Trans Cont	\$1,587.04
14645	LCS COACHES INC	E	01	300	294	714	733	361	Private Trans Cont	\$959.20
14645	LCS COACHES INC	E	01	300	296	714	733	365	Interdept Transport	\$959.20
14645	LCS COACHES INC	E	01	300	294	713	733	361	Private Trans Cont	\$88.00
14645	LCS COACHES INC	E	01	300	296	716	733	365	Interdept Transport	\$893.80
14645	LCS COACHES INC	E	01	300	294	714	733	361	Private Trans Cont	\$2,003.51
14645	LCS COACHES INC	E	01	300	294	714	733	361	Private Trans Cont	\$1,974.52
14645 Total										<u>\$10,104.63</u>
14646	LESEMAN KARLENE	E	01	005	105	004	000	401	General Supplies	\$96.13
14646 Total										<u>\$96.13</u>
14647	LIIMATTA JEREMY	E	01	300	297	000	000	430	Instruct Supplies	\$390.06
14647 Total										<u>\$390.06</u>
14648	MALOVRH SHANNON	E	01	300	361	000	428	366	Travel	\$444.34
14648 Total										<u>\$444.34</u>
14649	MANAGED METHODS	E	01	005	606	000	000	311	AS PER ATTACHED QUOTE 20240327-1120300C	\$1,092.00
14649 Total										<u>\$1,092.00</u>
14650	MANNI SCOTT	E	01	116	216	000	401	430	Instruct Supplies	\$67.34
14650 Total										<u>\$67.34</u>
14651	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$213.70
14651	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$148.81
14651	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$189.90
14651	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$26.56
14651	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$24.97
14651	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$49.77
14651	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$200.25
14651	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$98.79
14651	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$167.84
14651	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$207.50
14651	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$104.33
14651	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$41.55
14651	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$18.25
14651	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$39.17
14651	MENARDS	E	01	300	260	000	000	430	Instruct Supplies	\$14.70
14651	MENARDS	E	06	300	870	000	000	530	Equipment	\$271.97
14651	MENARDS	E	01	005	810	000	000	350	Repairs Maint Serv	\$14.99
14651 Total										<u>\$1,833.05</u>
14652	MESABI SIGN CO INC	E	01	300	810	000	000	350	Repairs Maint Serv	\$1,000.00
14652 Total										<u>\$1,000.00</u>
14653	METRO SALES INC	E	05	005	850	000	302	335	Short Term Lease	\$5,043.39
14653	METRO SALES INC	E	05	005	850	000	302	335	Short Term Lease	\$2,770.06
14653 Total										<u>\$7,813.45</u>
14654	MIDWEST SPECIAL INSTRUMENTS	E	01	300	720	000	000	401	CALIBRATION REGISTRATION, AS PER ATTACHE	\$180.00
14654 Total										<u>\$180.00</u>
14655	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$205.00
14655	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$9.59
14655	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$19.41
14655	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$209.88

14655	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$94.55
14655	MINER'S INC	E	01	005	105	048	000	430	Instructional Supply	\$17.96
14655	MINER'S INC	E	01	005	105	048	000	430	Instructional Supply	\$6.99
14655	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	\$94.32
14655	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	\$61.90
14655	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	\$29.19
14655	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	\$100.37
14655	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	\$142.77
14655	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	\$46.56
14655	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	\$42.58
14655	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	\$50.36
14655	MINER'S INC	E	01	005	107	050	000	401	General Supplies	\$23.84
14655	MINER'S INC	E	01	005	107	050	000	401	General Supplies	\$16.26
14655	MINER'S INC	E	01	005	107	050	000	401	General Supplies	\$622.20
14655	MINER'S INC	E	01	005	690	000	510	366	Travel	\$57.20
14655 Total										<u>\$1,850.93</u>
14656	MINNEAPOLIS OXYGEN COMPANY	E	01	300	255	000	000	430	Instruct Supplies	\$143.74
14656 Total										<u>\$143.74</u>
14657	MINNESOTA ENERGY RESOURCES	E	01	118	810	000	000	440	Fuel for Buildings	\$419.86
14657 Total										<u>\$419.86</u>
14658	MINNESOTA NORTH COLLEGE	E	01	300	690	000	000	390	Pmt Educ Pur MN Dist	\$66,000.00
14658 Total										<u>\$66,000.00</u>
14659	MN IAAA	E	01	300	292	000	000	820	Dues/Mmbrshp/License	\$46.00
14659 Total										<u>\$46.00</u>
14660	MN STATE HIGH SCHOOL LEAGUE	E	01	300	298	000	000	364	Entry Fees/Student Travel	\$40.00
14660 Total										<u>\$40.00</u>
14661	NASCO	E	01	005	030	000	000	401	TB17722, FOAM PATTERN BLOCKS	\$11.01
14661	NASCO	E	01	005	030	000	000	401	TB14366, MATH BALANCE	\$12.71
14661	NASCO	E	01	005	030	000	000	401	Freight	\$19.95
14661 Total										<u>\$43.67</u>
14662	NTS	E	06	005	870	000	000	311	Prof Tech Services	\$3,154.15
14662 Total										<u>\$3,154.15</u>
14663	OXYGEN SERVICE COMPANY	E	01	300	361	000	428	530	AS PER ATTACHED QUOTE 0050072127-00	\$5,974.30
14663	OXYGEN SERVICE COMPANY	E	01	300	361	000	428	530	Freight	\$35.00
14663 Total										<u>\$6,009.30</u>
14664	PARKVIEW ELEMENTARY PTA	E	01	005	690	000	510	366	Travel	\$70.00
14664 Total										<u>\$70.00</u>
14665	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$68.04
14665	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$68.53
14665	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$48.00
14665 Total										<u>\$184.57</u>
14666	PETERSON LINDA E	E	04	701	590	000	350	311	Prof Tech Services	\$2,100.00
14666 Total										<u>\$2,100.00</u>
14667	POHAKI LUMBER CO	E	05	300	850	052	302	520	Bldg Improvements	\$521.72
14667 Total										<u>\$521.72</u>
14668	PRACTICE SPORTS INC	E	01	005	105	005	000	401	AS PER ATTACHED ORDER #PS252489	\$7,561.80
14668 Total										<u>\$7,561.80</u>
14669	RANGE COOPERATIVE INC	E	03	005	760	000	720	442	Vehicle Gas & Oil	\$1,372.67
14669 Total										<u>\$1,372.67</u>
14670	RANGE MENTAL HEALTH CENTER INC	E	01	005	420	000	799	305	Consulting Fees	\$223.25
14670	RANGE MENTAL HEALTH CENTER INC	E	01	005	420	000	799	305	Consulting Fees	\$223.25
14670 Total										<u>\$446.50</u>

14671	RANGE PAPER CORPORATION	E	03	005	760	000	720	420	Repair Supplies	\$119.94
14671 Total										<u>\$119.94</u>
14672	RAPID RIBBONS & AWARDS	E	01	300	294	714	000	364		\$150.42
14672	RAPID RIBBONS & AWARDS	E	01	300	296	714	000	364		\$150.41
14672 Total										<u>\$300.83</u>
14673	REGION 7 COMMITTEE	E	01	300	296	715	000	364	Entry Fees/Student Travel	\$200.00
14673 Total										<u>\$200.00</u>
14674	REGION 7A	E	01	300	294	705	000	364	Entry Fees/Student Travel	\$190.00
14674 Total										<u>\$190.00</u>
14675	RESTAURANTSUPPLY.COM	E	06	300	870	000	000	530	Equipment	\$3,110.00
14675	RESTAURANTSUPPLY.COM	E	01	005	105	009	000	401	AS PER ATTACHED QUOTE # 241381TD	\$1,024.35
14675 Total										<u>\$4,134.35</u>
14676	ROCK RIDGE EMERGING LEADERS BOOSTER CLUB	E	01	300	361	000	428	368	Out-of-State Travel	\$197.04
14676 Total										<u>\$197.04</u>
14677	ROCK RIDGE HOOPS CLUB	E	06	300	870	000	000	530	Equipment	\$4,835.50
14677 Total										<u>\$4,835.50</u>
14678	ROCK RIDGE VOLLEYBALL BOOSTERS	R	01	005	000	000	000	096	Gifts/Donations Recd	\$500.00
14678 Total										<u>\$500.00</u>
14679	SCAIA KEVIN	E	01	300	294	713	000	305	Consulting Fees	\$105.00
14679 Total										<u>\$105.00</u>
14680	SHERWIN WILLIAMS	E	05	300	850	052	302	520	Bldg Improvements	\$313.45
14680	SHERWIN WILLIAMS	E	05	300	850	052	302	520	Bldg Improvements	\$324.34
14680 Total										<u>\$637.79</u>
14681	SHI	E	06	116	870	000	000	555	Technology Equip	\$16,638.00
14681	SHI	E	06	116	870	000	000	555	Technology Equip	\$4,074.00
14681	SHI	E	06	116	870	000	000	555	Technology Equip	\$1,358.00
14681	SHI	E	06	116	870	000	000	555	Technology Equip	\$4,074.00
14681	SHI	E	06	116	870	000	000	555	AS PER ATTACHED QUOTATION # 24793041	\$15,780.00
14681	SHI	E	01	005	105	005	000	401	General Supplies	\$1,090.00
14681	SHI	E	01	005	105	005	000	401	General Supplies	\$152.00
14681 Total										<u>\$43,166.00</u>
14682	SHRED-N-GO_ 446138	E	01	005	110	000	000	401		\$75.14
14682	SHRED-N-GO_ 446138	E	01	116	203	000	000	401		\$75.14
14682	SHRED-N-GO_ 446138	E	01	101	203	000	000	401		\$75.16
14682	SHRED-N-GO_ 446138	E	01	112	203	000	000	401		\$75.14
14682	SHRED-N-GO_ 446138	E	01	300	211	000	000	401		\$75.14
14682 Total										<u>\$375.72</u>
14683	SHUBAT TRANSPORTATION	E	01	300	296	709	733	361	Private Trans Cont	\$1,636.67
14683 Total										<u>\$1,636.67</u>
14684	STEFANICH SHEENA	E	01	112	203	000	000	401	General Supplies	\$129.55
14684	STEFANICH SHEENA	E	01	005	216	000	401	366	Travel	\$521.47
14684 Total										<u>\$651.02</u>
14685	SYSCO MINNESOTA	E	01	300	250	000	000	430	Instruct Supplies	\$1,164.57
14685 Total										<u>\$1,164.57</u>
14686	TEACHERS ON CALL	E	01	300	420	000	740	307		\$839.30
14686	TEACHERS ON CALL	E	04	500	581	000	344	305		\$1,079.10
14686	TEACHERS ON CALL	E	01	101	420	000	740	307		\$1,306.91
14686	TEACHERS ON CALL	E	01	116	420	000	740	307		\$983.18
14686	TEACHERS ON CALL	E	01	112	420	000	740	307		\$1,115.07
14686	TEACHERS ON CALL	E	04	500	581	000	344	305		\$1,600.67
14686	TEACHERS ON CALL	E	01	101	420	000	740	307		\$1,780.52
14686	TEACHERS ON CALL	E	01	300	420	000	740	307		\$1,103.08
14686	TEACHERS ON CALL	E	01	116	420	000	740	307		\$1,654.62

14686	TEACHERS ON CALL	E	01	112	420	000	740	307		\$911.24
14686 Total										<u>\$12,373.69</u>
14687	TK ELEVATOR CORPORATION	E	01	117	810	000	000	350	Repairs Maint Serv	\$214.95
14687 Total										<u>\$214.95</u>
14688	UNITED TRUCK BODY	E	03	005	760	000	720	420	Repair Supplies	\$619.00
14688	UNITED TRUCK BODY	E	03	005	760	000	720	420	Repair Supplies	\$6.14
14688 Total										<u>\$625.14</u>
14689	VALENTINI'S SUPPER CLUB	E	01	005	690	000	510	366	Travel	\$717.27
14689 Total										<u>\$717.27</u>
14690	VIDMAR JON	E	03	005	750	000	720	311	Prof Tech Services	\$56.00
14690 Total										<u>\$56.00</u>
14691	VIGER SANDRA	E	01	005	640	000	316	366	Travel	\$98.64
14691 Total										<u>\$98.64</u>
14692	VIRGINIA BOWLING GARDENS	E	01	101	203	000	000	401	General Supplies	\$1,053.00
14692 Total										<u>\$1,053.00</u>
14693	VOIGHT-CAMERON TYLER	E	01	005	690	000	510	366		\$27.65
14693	VOIGHT-CAMERON TYLER	E	01	005	690	000	510	401		\$102.75
14693 Total										<u>\$130.40</u>
14694	VOYAGEUR BUS COMPANY INC	E	01	300	296	709	733	361	Private Trans Cont	\$4,221.32
14694 Total										<u>\$4,221.32</u>
14695	WAGNER CHARLES	E	01	005	690	000	510	303	Purchased Services	\$800.00
14695 Total										<u>\$800.00</u>
14696	EMC INSURANCE COMPANIES	E	01	005	940	000	000	340	Property&liab Ins	\$2,000.00
14696 Total										<u>\$2,000.00</u>
14697	ISD #2711	E	01	300	294	714	000	364		\$150.00
14697	ISD #2711	E	01	300	296	714	000	364		\$150.00
14697 Total										<u>\$300.00</u>
14699	ISD #701	E	01	300	361	957	428	303	Purchased Services	\$2,879.14
14699 Total										<u>\$2,879.14</u>
14700	EMC INSURANCE COMPANIES	E	03	005	760	000	720	340		\$4,069.44
14700	EMC INSURANCE COMPANIES	E	01	005	940	000	000	341		\$1,171.76
14700	EMC INSURANCE COMPANIES	E	01	005	940	000	000	340		\$31,037.71
14700 Total										<u>\$36,278.91</u>
14701	SCHOLARSHIP RECIPIENT	E	18	005	960	000	000	898	Scholarships	\$1,000.00
14701 Total										<u>\$1,000.00</u>
14702	SCHOLARSHIP RECIPIENT	E	18	005	960	000	000	898	Scholarships	\$700.00
14702 Total										<u>\$700.00</u>
14703	SCHOLARSHIP RECIPIENT	E	18	005	960	000	000	898	Scholarships	\$1,000.00
14703 Total										<u>\$1,000.00</u>
14704	MINNESOTA POWER	E	01	101	810	000	000	330	Utilities	\$5,398.40
14704 Total										<u>\$5,398.40</u>
14705	VERIZON	E	01	005	690	000	000	320	Comm Telephone	\$105.14
14705 Total										<u>\$105.14</u>
14706	VIRGINIA PUBLIC UTILITITES	E	01	300	810	000	000	331		\$32,018.30
14706	VIRGINIA PUBLIC UTILITITES	E	01	300	810	000	000	440		\$10,517.13
14706	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	334		\$70.97
14706	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	333		\$78.11
14706	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	332		\$50.25
14706	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	331		\$457.79
14706	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	440		\$452.88
14706	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	334		\$917.46
14706	VIRGINIA PUBLIC UTILITITES	E	01	112	810	000	000	333		\$724.77
14706	VIRGINIA PUBLIC UTILITITES	E	01	112	810	000	000	332		\$313.75

14706	VIRGINIA PUBLIC UTILITITES	E	01	112	810	000	000	331		\$5,934.14
14706	VIRGINIA PUBLIC UTILITITES	E	01	112	810	000	000	440		\$2,531.34
14706	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	331	Electricity	\$67.85
14706	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	331	Electricity	\$1,523.24
14706 Total										<u>\$55,657.98</u>
14707	MINNESOTA POWER	E	01	118	810	000	000	331	Electricity	\$4,168.89
14707 Total										<u>\$4,168.89</u>
14708	KOLAR CHEVROLET BUICK GMC LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$1,969.71
14708 Total										<u>\$1,969.71</u>
14709	METRO SALES INC	E	06	116	870	000	000	555	Technology Equip	\$85,952.00
14709 Total										<u>\$85,952.00</u>
14710	PETTY CASH - ATHLETIC OFFICE	E	01	300	294	705	000	364	Entry Fees/Student Travel	\$1,560.00
14710 Total										<u>\$1,560.00</u>
14711	AIKEY ELECTRIC LLC	E	06	300	870	000	000	520	Ball Field Press Boxes- Feed Power	\$12,665.20
14711 Total										<u>\$12,665.20</u>
14712	ALBIN ACQUISITION CORP	E	01	005	110	000	000	314	Background Checks for April 2024	\$60.00
14712 Total										<u>\$60.00</u>
14713	AMAZON CAPITAL SERVICES INC	E	01	300	296	714	000	430	Paperdry Letter Portrait Waterproof Clipboard	\$171.76
14713	AMAZON CAPITAL SERVICES INC	E	01	101	203	000	000	401	Neenah Paper Bright White Cardstock, 8.5" x 11"	\$311.00
14713 Total										<u>\$482.76</u>
14714	ANDRIE JADE	E	01	005	640	000	316	366	AAFCS CONFERENCE	\$499.00
14714 Total										<u>\$499.00</u>
14715	AT & T MOBILITY	E	01	005	690	000	000	320	TABLETS	\$74.56
14715 Total										<u>\$74.56</u>
14716	BARTOVICH ANTHONY F	E	01	300	294	713	000	305	OFFICIAL	\$155.00
14716	BARTOVICH ANTHONY F	E	01	300	294	713	000	305	OFFICIAL	\$95.00
14716 Total										<u>\$250.00</u>
14717	BAUDHUIN CHRISTOPHER	E	01	300	294	713	000	305	OFFICIAL	\$75.00
14717	BAUDHUIN CHRISTOPHER	E	01	300	294	713	000	305	OFFICIAL	\$100.00
14717	BAUDHUIN CHRISTOPHER	E	01	300	294	713	000	305	OFFICIAL	\$80.00
14717 Total										<u>\$255.00</u>
14718	BAUMAN JEANNINE	E	01	300	250	000	000	430	CLASS SUPPLIES	\$221.81
14718 Total										<u>\$221.81</u>
14719	BIO CORPORATION	E	01	300	260	000	000	430	FP1417S Fetal Pigs	\$201.85
14719	BIO CORPORATION	E	01	300	260	000	000	430	Beef Eye	\$24.20
14719	BIO CORPORATION	E	01	300	260	000	000	430	Shipping	\$44.76
14719 Total										<u>\$270.81</u>
14720	BISS LOCK INC	E	01	005	810	000	000	350	Keys	\$5.50
14720	BISS LOCK INC	E	01	005	810	000	000	350	Keys	\$17.00
14720 Total										<u>\$22.50</u>
14721	BLUE CROSS / BLUE SHIELD OF MN	E	01	300	211	000	000	291	RETIREE	\$6,195.00
14721	BLUE CROSS / BLUE SHIELD OF MN	E	01	300	211	000	000	291	RETIREE	\$18,765.00
14721 Total										<u>\$24,960.00</u>
14722	CHRISTENSEN PARTS	E	03	005	760	000	720	350	Blister Pack Capsules	\$19.90
14722	CHRISTENSEN PARTS	E	03	005	760	000	720	350	Misc Parts	\$24.59
14722	CHRISTENSEN PARTS	E	03	005	760	000	720	420	Wipers	\$62.32
14722	CHRISTENSEN PARTS	E	03	005	760	000	720	420	Connectors	\$4.62
14722 Total										<u>\$111.43</u>
14723	COMMERCIAL REFRIGERATION SYSTEM	E	02	005	770	000	701	350	Walk In Cooler Maint	\$785.00
14723	COMMERCIAL REFRIGERATION SYSTEM	E	02	005	770	000	701	350	Walk in Freezer Maint	\$525.00
14723 Total										<u>\$1,310.00</u>
14724	ERZAR JAMES	E	01	300	294	713	000	305	OFFICIAL	\$205.00
14724 Total										<u>\$205.00</u>

14725	FERGUSON ENTERPRISES LLC #1657	E	01	112	810	000	000	350	Copper Fittings	\$50.25
14725	FERGUSON ENTERPRISES LLC #1657	E	01	005	810	000	000	410	Gloves	\$19.29
14725 Total										<u>\$69.54</u>
14726	G BENZ CONTRACTING INC	E	01	302	810	000	000	350	Remove Record Boards from above Pool Area a	\$340.00
14726 Total										<u>\$340.00</u>
14727	GLUMACK CHARLES	E	01	300	296	716	000	305	OFFICIAL	\$90.00
14727	GLUMACK CHARLES	E	01	300	296	716	000	305	OFFICIAL	\$125.00
14727 Total										<u>\$215.00</u>
14728	GMEN	E	06	005	870	000	000	311	Dumpster	\$1,275.30
14728 Total										<u>\$1,275.30</u>
14729	GRANDE ACE HARDWARE	E	01	300	810	000	000	350	Lock	\$34.18
14729	GRANDE ACE HARDWARE	E	03	005	760	000	720	350	300W Led	\$67.37
14729 Total										<u>\$101.55</u>
14730	HENDRICKSON LARRY	E	01	302	810	000	000	350	Boiler Maint	\$2,200.00
14730 Total										<u>\$2,200.00</u>
14731	HILLYARD / HUTCHINSON	E	01	300	810	000	000	350	Vacuum Maint	\$211.99
14731	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Filtering Basket	\$311.00
14731	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Filter Motor	\$58.10
14731	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Battery	\$579.60
14731	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Cleaning Supplies	\$377.31
14731	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Cleaner	\$228.96
14731 Total										<u>\$1,766.96</u>
14732	HOBART SERVICE	E	02	005	770	000	701	350	Washer	\$1,326.06
14732 Total										<u>\$1,326.06</u>
14733	JANEKSELA DAVID	E	01	300	294	713	000	305	OFFICIAL	\$185.00
14733	JANEKSELA DAVID	E	01	300	294	709	000	305	OFFICIAL	\$220.00
14733 Total										<u>\$405.00</u>
14734	JK MECHANICAL CONTRACTORS INC	E	01	101	810	000	000	350	Boiler Maint	\$908.22
14734	JK MECHANICAL CONTRACTORS INC	E	01	117	810	000	000	350	Condensate Repair	\$2,099.60
14734 Total										<u>\$3,007.82</u>
14735	KARICH BRIAN	E	01	300	294	713	000	305	OFFICIAL	\$200.00
14735	KARICH BRIAN	E	01	300	294	713	000	305	OFFICIAL	\$95.00
14735 Total										<u>\$295.00</u>
14736	KIEFER AQUATICS	E	06	300	870	000	000	530	24x32 RELAY JUDGING PAD	\$14,742.00
14736	KIEFER AQUATICS	E	06	300	870	000	000	530	Freight	\$216.00
14736 Total										<u>\$14,958.00</u>
14737	KING WILLIAM	E	01	300	296	716	000	305	OFFICIAL	\$65.00
14737	KING WILLIAM	E	01	300	296	716	000	305	OFFICIAL	\$101.00
14737 Total										<u>\$166.00</u>
14738	L & M SUPPLY INC	E	01	005	810	000	000	410	Rope, Knife, Zip Ties, Caution Tape	\$49.94
14738 Total										<u>\$49.94</u>
14739	LAMPPA STACIE	E	01	005	020	000	000	401	STAFF RECOGNITION	\$762.16
14739	LAMPPA STACIE	E	01	005	020	000	000	401	BUSINESS CARDS	\$36.50
14739 Total										<u>\$798.66</u>
14740	LESCARBEAU JOE	E	01	300	294	713	000	305	OFFICIAL	\$110.00
14740 Total										<u>\$110.00</u>
14741	LINDE GAS & EQUIPMENT INC	E	03	005	760	000	720	401	Cylinder Rental	\$72.27
14741	LINDE GAS & EQUIPMENT INC	E	01	300	810	000	000	401	Cylinder Rental	\$93.34
14741	LINDE GAS & EQUIPMENT INC	E	03	005	760	000	720	401	Cylinder Rental	\$93.34
14741 Total										<u>\$258.95</u>
14742	MADISON NATIONAL LIFE	B	01	215	003				LIFE	\$1,741.53
14742	MADISON NATIONAL LIFE	B	01	215	004				LTD	\$2,806.13
14742 Total										<u>\$4,547.66</u>

14743	MANNI SCOTT	E	01	116	203	000	000	401	SIGNS	\$277.24
14743 Total										<u>\$277.24</u>
14744	MARIUCCI VIDEO PRODUCTION INC	E	19	005	105	000	000	401	CH12 MGMT FEES	\$2,000.00
14744 Total										<u>\$2,000.00</u>
14745	MASSP	E	01	005	110	000	000	820	GRIEPENTROG	\$890.00
14745 Total										<u>\$890.00</u>
14746	MCCAULEY KELLY	E	01	300	294	713	000	305	OFFICIAL	\$165.00
14746 Total										<u>\$165.00</u>
14747	MEDICAREBLUE RX	E	01	300	211	000	000	291	RETIREE	\$28,712.20
14747 Total										<u>\$28,712.20</u>
14748	MEDICAREBLUE RX	E	01	005	810	000	796	291	RETIREE	\$285.10
14748	MEDICAREBLUE RX	E	01	100	203	000	796	291	RETIREE	\$641.10
14748	MEDICAREBLUE RX	E	01	301	211	000	796	291	RETIREE	\$641.10
14748 Total										<u>\$1,567.30</u>
14749	METRO SALES INC	E	05	005	850	000	302	335	Copier Maint 92104	\$13.06
14749 Total										<u>\$13.06</u>
14750	MIDWEST BUS PARTS INC	E	03	005	760	000	720	420	Cup Holder Tray	\$150.55
14750	MIDWEST BUS PARTS INC	E	03	005	760	000	720	420	Tag Panel & Patch Panel	\$428.55
14750 Total										<u>\$579.10</u>
14751	MINER'S INC	E	01	300	250	000	000	430	Blanket PO for Class Supplies	\$62.66
14751	MINER'S INC	E	01	300	250	000	000	430	Blanket PO for Class Supplies	\$94.25
14751 Total										<u>\$156.91</u>
14752	MINNESOTA POWER	E	01	302	810	000	000	330	UTILITIES	\$13.35
14752	MINNESOTA POWER	E	01	302	810	000	000	330	UTILITIES	\$15.05
14752	MINNESOTA POWER	E	03	005	760	000	720	330	UTILITIES	\$224.09
14752	MINNESOTA POWER	E	03	005	760	000	720	330	UTILITIES	\$143.65
14752	MINNESOTA POWER	E	01	302	810	000	000	330	UTILITIES	\$3,194.27
14752	MINNESOTA POWER	E	01	302	810	000	000	330	UTILITIES	\$4,157.72
14752 Total										<u>\$7,748.13</u>
14753	MN DEPT OF PUBLIC SAFETY	E	05	005	865	000	363	311	Franklin Bldg	\$1,336.72
14753	MN DEPT OF PUBLIC SAFETY	E	05	005	865	000	363	311	Parkview Bldg	\$1,292.79
14753 Total										<u>\$2,629.51</u>
14754	MN ENERGY RESOURCES CORP	E	01	302	810	000	000	440	UTILITIES	\$9,013.37
14754	MN ENERGY RESOURCES CORP	E	03	005	760	000	720	440	UTILITIES	\$277.65
14754	MN ENERGY RESOURCES CORP	E	01	302	810	000	000	440	UTILITIES	\$30.87
14754	MN ENERGY RESOURCES CORP	E	01	101	810	000	000	440	UTILITIES	\$1,272.93
14754	MN ENERGY RESOURCES CORP	E	01	302	810	000	000	440	UTILITIES	\$86.22
14754	MN ENERGY RESOURCES CORP	E	01	302	810	000	000	440	UTILITIES	\$50.07
14754 Total										<u>\$10,731.11</u>
14755	OTT ROBERT	E	01	300	294	713	000	305	OFFICIAL	\$255.00
14755 Total										<u>\$255.00</u>
14756	PLATT TYLER C	E	01	300	294	713	000	305	OFFICIAL	\$129.00
14756 Total										<u>\$129.00</u>
14757	PLAY IT AGAIN SPORTS	E	01	300	296	710	000	430	Bauer 155 Helmet Black with silver cage	\$2,100.00
14757 Total										<u>\$2,100.00</u>
14758	RANGE AUTO PARTS COMPANY	E	03	005	760	000	720	401	Def Fluid & Oil	\$240.54
14758	RANGE AUTO PARTS COMPANY	E	03	005	760	000	720	401	Def Fluid	\$67.80
14758 Total										<u>\$308.34</u>
14759	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Cleaning Supplies	\$2,640.20
14759	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Gloves	\$85.90
14759	RANGE PAPER CORPORATION	E	01	112	810	000	000	410	Can Liners & TP	\$358.49
14759	RANGE PAPER CORPORATION	E	01	112	810	000	000	410	Hand Soap	\$45.69
14759	RANGE PAPER CORPORATION	E	01	112	203	000	000	401	Paper	\$1,587.20

14759	RANGE PAPER CORPORATION	E	01	112	810	000	000	410	Custodial Supplies	\$1,038.49
14759 Total										<u>\$5,755.97</u>
14760	SCAIA KEVIN	E	01	300	296	716	000	305	OFFICIAL	\$90.00
14760	SCAIA KEVIN	E	01	300	296	716	000	305	OFFICIAL	\$90.00
14760 Total										<u>\$180.00</u>
14761	SPEIDEL MONTE	E	01	300	294	713	000	305	OFFICIAL	\$90.00
14761	SPEIDEL MONTE	E	01	300	294	713	000	305	OFFICIAL	\$45.00
14761 Total										<u>\$135.00</u>
14762	TAUS DAVID	E	01	300	294	713	000	305	OFFICIAL	\$90.00
14762 Total										<u>\$90.00</u>
14763	TEACHERS ON CALL	E	01	101	203	000	000	305	Subs	\$1,545.25
14763	TEACHERS ON CALL	E	01	116	420	000	740	307	Subs	\$194.78
14763	TEACHERS ON CALL	E	01	116	203	000	000	305	Subs	\$1,330.99
14763	TEACHERS ON CALL	E	01	112	420	000	740	307	Subs	\$194.78
14763	TEACHERS ON CALL	E	01	112	203	000	000	305	Subs	\$353.84
14763	TEACHERS ON CALL	E	01	300	640	000	000	303	Subs	\$194.78
14763	TEACHERS ON CALL	E	01	300	420	000	740	307	Subs	\$571.35
14763	TEACHERS ON CALL	E	01	300	211	000	000	305	Subs	\$2,175.03
14763	TEACHERS ON CALL	E	01	101	203	000	000	305	Subs	\$1,996.49
14763	TEACHERS ON CALL	E	01	116	203	000	000	305	Subs	\$1,645.89
14763	TEACHERS ON CALL	E	04	500	581	000	344	305	Subs	\$889.48
14763	TEACHERS ON CALL	E	01	112	420	000	740	307	Subs	\$584.34
14763	TEACHERS ON CALL	E	01	112	203	000	000	305	Subs	\$272.69
14763	TEACHERS ON CALL	E	01	300	211	000	000	305	Subs	\$1,882.87
14763 Total										<u>\$13,832.56</u>
14764	TENNIS WAREHOUSE	E	01	300	294	705	000	430	5 Cases of Penn Championship Extra Duty Tenni	\$399.75
14764	TENNIS WAREHOUSE	E	01	300	294	705	000	430	Freight	\$29.75
14764 Total										<u>\$429.50</u>
14765	THOMPSON ED	E	01	101	203	000	000	401	CLASS SUPPLIES	\$128.85
14765 Total										<u>\$128.85</u>
14766	THORNBLOOM NEAL F	E	01	300	294	714	000	305	OFFICIAL	\$62.00
14766	THORNBLOOM NEAL F	E	01	300	296	714	000	305	OFFICIAL	\$62.00
14766	THORNBLOOM NEAL F	E	01	300	294	714	000	305	OFFICIAL	\$72.00
14766	THORNBLOOM NEAL F	E	01	300	296	714	000	305	OFFICIAL	\$72.00
14766	THORNBLOOM NEAL F	E	01	300	294	714	000	305	OFFICIAL	\$62.00
14766	THORNBLOOM NEAL F	E	01	300	296	714	000	305	OFFICIAL	\$62.00
14766 Total										<u>\$392.00</u>
14767	TWIN PORTS PAPER & SUPPLY INC	E	01	101	810	000	000	410	Cleaning Supplies	\$111.62
14767 Total										<u>\$111.62</u>
14768	W A FISHER COMPANY	E	01	005	810	000	000	410	Bathroom Cleaning Registry Books	\$185.00
14768 Total										<u>\$185.00</u>
14769	HAMPTON INN	E	01	300	296	715	000	364	Entry Fees/Student Travel	\$1,724.04
14769 Total										<u>\$1,724.04</u>
14770	PETTY CASH - ATHLETIC OFFICE	E	01	300	296	715	000	364	Entry Fees/Student Travel	\$750.00
14770 Total										<u>\$750.00</u>
14771	PETTY CASH - ATHLETIC OFFICE	E	01	300	296	714	000	364	Entry Fees/Student Travel	\$225.00
14771 Total										<u>\$225.00</u>
14773	PETTY CASH - ATHLETIC OFFICE	E	01	300	294	714	000	364	Entry Fees/Student Travel	\$1,725.00
14773 Total										<u>\$1,725.00</u>
14774	CARDMEMBER SERVICE	E	01	005	606	000	000	401	General Supplies	\$390.02
14774 Total										<u>\$390.02</u>

14775	ISD #318	E	01	300	296	706	000	364	Entry Fees/Student Travel	\$105.00
14775	ISD #318	E	01	300	294	715	000	364	Entry Fees/Student Travel	\$120.00
14775 Total										<u>\$225.00</u>
14776	RAM	B	01	215	270				Payroll Deductions-WC	\$11,560.91
14776 Total										<u>\$11,560.91</u>
14777	A-1 SERVICES INC	E	01	300	810	000	000	350	Repairs Maint Serv	\$350.00
14777 Total										<u>\$350.00</u>
14778	ACME TOOLS	E	01	005	810	000	000	401		\$1,123.36
14778	ACME TOOLS	E	06	116	870	000	000	555		\$1,123.36
14778	ACME TOOLS	E	01	005	810	000	000	401		\$226.25
14778	ACME TOOLS	E	06	116	870	000	000	555		\$226.25
14778 Total										<u>\$2,699.22</u>
14779	AMAZON CAPITAL SERVICES INC	E	06	300	870	000	000	530	Equipment	\$169.00
14779	AMAZON CAPITAL SERVICES INC	E	01	300	255	000	000	430	Instruct Supplies	\$28.06
14779	AMAZON CAPITAL SERVICES INC	E	01	005	105	046	000	430	Instructional Supply	\$696.19
14779	AMAZON CAPITAL SERVICES INC	E	01	005	105	046	000	430	Instructional Supply	\$382.44
14779	AMAZON CAPITAL SERVICES INC	E	01	005	105	046	000	430	Instructional Supply	\$240.19
14779	AMAZON CAPITAL SERVICES INC	E	01	005	105	046	000	430	Instructional Supply	\$461.03
14779	AMAZON CAPITAL SERVICES INC	E	01	005	105	046	000	430	Instructional Supply	\$24.02
14779	AMAZON CAPITAL SERVICES INC	E	04	500	580	000	325	401	General Supplies	\$55.98
14779	AMAZON CAPITAL SERVICES INC	E	01	005	606	000	000	401	General Supplies	\$167.12
14779	AMAZON CAPITAL SERVICES INC	E	01	005	020	000	000	401	General Supplies	\$67.80
14779	AMAZON CAPITAL SERVICES INC	E	01	005	020	000	000	401	General Supplies	\$111.73
14779	AMAZON CAPITAL SERVICES INC	E	01	300	255	000	000	430	Instruct Supplies	\$55.99
14779	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Instruct Supplies	\$50.20
14779	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Instruct Supplies	\$27.94
14779	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Instruct Supplies	\$27.94
14779	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Instruct Supplies	\$27.94
14779	AMAZON CAPITAL SERVICES INC	E	01	300	260	000	000	430	Instruct Supplies	\$589.63
14779	AMAZON CAPITAL SERVICES INC	E	01	005	105	004	000	401	General Supplies	\$201.71
14779	AMAZON CAPITAL SERVICES INC	E	01	300	403	000	740	433	Ind Instructnl Mtrls	\$222.60
14779	AMAZON CAPITAL SERVICES INC	E	01	300	403	000	740	433	Ind Instructnl Mtrls	\$440.45
14779	AMAZON CAPITAL SERVICES INC	E	01	300	403	000	740	433	Ind Instructnl Mtrls	\$26.98
14779	AMAZON CAPITAL SERVICES INC	E	01	300	403	000	740	433	Ind Instructnl Mtrls	\$97.99
14779	AMAZON CAPITAL SERVICES INC	E	01	300	403	000	740	433	Ind Instructnl Mtrls	\$483.43
14779	AMAZON CAPITAL SERVICES INC	E	01	300	403	000	740	433	Ind Instructnl Mtrls	\$19.99
14779	AMAZON CAPITAL SERVICES INC	E	01	005	105	048	000	430	Instructional Supply	\$717.08
14779	AMAZON CAPITAL SERVICES INC	E	01	300	810	000	000	401	General Supplies	\$503.65
14779 Total										<u>\$5,897.08</u>
14780	ANDRIE JADE	E	01	300	361	000	475	366	Travel	\$150.00
14780 Total										<u>\$150.00</u>
14781	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$235.29
14781	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$400.33
14781	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$70.65
14781	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$764.38
14781	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$302.55
14781 Total										<u>\$1,773.20</u>
14782	ATK ENTERPRISES INC	E	06	116	870	000	000	520	Bldg Improvements	\$6,336.22
14782 Total										<u>\$6,336.22</u>
14783	BENHAM DAMON	E	01	300	294	713	000	305	Consulting Fees	\$95.00
14783	BENHAM DAMON	E	01	300	294	713	000	305	Consulting Fees	\$100.00
14783 Total										<u>\$195.00</u>

14784	BOE ELISA	E	01	005	107	050	000	366	Travel	\$1,545.11
14784 Total										<u>\$1,545.11</u>
14785	CARCIOFINI COMPANY	E	06	116	870	000	000	520	Bldg Improvements	\$14,359.73
14785 Total										<u>\$14,359.73</u>
14786	CAROUSEL DIGITAL SIGNAGE	E	06	116	870	000	000	555	Technology Equip	\$3,175.00
14786 Total										<u>\$3,175.00</u>
14787	CHRISTENSEN PARTS	E	01	300	255	000	000	430	Instruct Supplies	\$14.57
14787 Total										<u>\$14.57</u>
14788	CITY OF VIRGINIA - IRON TRAIL MOTORS EVENT (E	05	005	850	040	302	335		\$780.00
14788	CITY OF VIRGINIA - IRON TRAIL MOTORS EVENT (E	05	005	850	040	302	335		\$450.00
14788 Total										<u>\$1,230.00</u>
14789	COLLEGE BOARD	E	01	300	211	000	000	461	Standardized Tests	\$4,176.00
14789 Total										<u>\$4,176.00</u>
14790	COLLINS ELIZABETH	E	01	116	203	007	000	430	Instruct Supplies	\$42.39
14790 Total										<u>\$42.39</u>
14791	COLOSIMO, PATCHIN, & KEARNEY LTD	E	01	005	150	000	000	311	Prof Tech Services	\$751.00
14791	COLOSIMO, PATCHIN, & KEARNEY LTD	E	01	005	150	000	000	311	Prof Tech Services	\$1,141.00
14791	COLOSIMO, PATCHIN, & KEARNEY LTD	E	01	005	150	000	000	311	Prof Tech Services	\$1,336.00
14791 Total										<u>\$3,228.00</u>
14792	CONSTRUCTION SUPPLY INC	E	06	116	870	000	000	520	Bldg Improvements	\$1,284.40
14792 Total										<u>\$1,284.40</u>
14793	COSTIN GROUP INC	E	01	005	010	000	000	311	Prof Tech Services	\$3,500.00
14793 Total										<u>\$3,500.00</u>
14794	CREMERS EDWARD D	E	01	116	203	000	000	401	General Supplies	\$118.99
14794 Total										<u>\$118.99</u>
14795	CRISISGO INC	E	01	005	606	000	000	311	Prof Tech Services	\$2,440.00
14795 Total										<u>\$2,440.00</u>
14796	DOORCO INC	E	06	116	870	000	000	520	Bldg Improvements	\$1,302.05
14796 Total										<u>\$1,302.05</u>
14797	DPS CLEANERS	E	06	116	870	000	000	520	Bldg Improvements	\$11,441.80
14797 Total										<u>\$11,441.80</u>
14798	ERZAR JAMES	E	01	300	294	713	000	305	Consulting Fees	\$95.00
14798 Total										<u>\$95.00</u>
14799	FACTS EDUCATION SOLUTIONS LLC	E	01	798	216	000	401	304	Purchased Services	\$1,576.89
14799 Total										<u>\$1,576.89</u>
14800	FRESHWORKS INC	E	01	005	606	000	000	311	Prof Tech Services	\$1,382.41
14800 Total										<u>\$1,382.41</u>
14801	FRONTLINE TECHNOLOGIES	E	01	005	605	000	000	434	Applicant Tracking, unlimited usage for interna	\$2,788.48
14801 Total										<u>\$2,788.48</u>
14802	FYRE WOODWORK & ENGRAVING	E	01	300	292	000	000	401	Instruct Supplies	\$165.00
14802 Total										<u>\$165.00</u>
14803	GRAZZINI BROTHERS & COMPANY	E	06	116	870	000	000	520	Bldg Improvements	\$11,099.56
14803 Total										<u>\$11,099.56</u>
14804	H2I GROUP INC	E	06	116	870	000	000	520	Bldg Improvements	\$60,501.70
14804 Total										<u>\$60,501.70</u>
14805	HAINAY CASSANDRA	E	01	005	107	050	000	401	General Supplies	\$1,427.18
14805	HAINAY CASSANDRA	E	01	005	107	050	000	366	Travel	\$483.86
14805 Total										<u>\$1,911.04</u>
14806	HAWK CONSTRUCTION INC	E	06	300	870	000	000	530	Equipment	\$5,407.53
14806 Total										<u>\$5,407.53</u>
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$138.38
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$1,300.00
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$123.00

14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$82.00
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$65.60
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$49.20
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$61.50
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$49.20
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$65.60
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$49.20
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$49.20
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$65.60
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$61.50
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$49.20
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$61.50
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$35.00
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$138.38
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$65.60
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$82.00
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$123.00
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$102.50
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$300.00
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$138.38
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$49.20
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$61.50
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$49.20
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$61.50
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$49.20
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$49.20
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$65.60
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$65.60
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$82.00
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$98.40
14807	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$82.00
14807 Total										<u>\$4,018.14</u>
14808	HORIZON EQUIPMENT LLC	E	06	116	870	000	000	520	Bldg Improvements	\$251,192.60
14808 Total										<u>\$251,192.60</u>
14809	HUNT ELECTRIC CORPORATION	E	06	116	870	000	000	520	Bldg Improvements	\$219,375.90
14809 Total										<u>\$219,375.90</u>
14810	INAC INC	E	02	005	770	000	701	319	Other Personal Srvc	\$38,620.81
14810 Total										<u>\$38,620.81</u>
14811	IRC	E	01	300	294	714	000	364	Entry Fees/Student Travel	\$940.00
14811 Total										<u>\$940.00</u>
14812	ISD #118	E	01	300	361	965	428	303		\$1,100.00
14812	ISD #118	E	01	300	361	965	475	303		\$645.00
14812 Total										<u>\$1,745.00</u>
14813	ISD #2142	E	01	300	361	966	475	303	Purchased Services	\$902.77
14813	ISD #2142	E	01	300	361	966	475	303	Purchased Services	\$491.14
14813 Total										<u>\$1,393.91</u>
14814	ISD #316	E	01	300	361	956	475	303		\$753.74
14814	ISD #316	E	01	300	361	956	428	303		\$1,645.99
14814 Total										<u>\$2,399.73</u>
14815	ISD #318	E	01	300	361	955	428	303	Purchased Services	\$3,009.36
14815	ISD #318	E	01	300	361	955	475	303		\$570.36
14815	ISD #318	E	01	300	361	955	428	303		\$1,246.94

14815	ISD #318	E	01	300	361	955	475	303		\$219.09
14815 Total										<u>\$5,045.75</u>
14816	ISD #362	E	01	300	361	960	428	303	Purchased Services	\$1,225.00
14816 Total										<u>\$1,225.00</u>
14817	ISD #6076	E	01	005	401	000	740	399	SpEd Purchased Services	\$20,687.52
14817 Total										<u>\$20,687.52</u>
14818	ISD #695	E	01	300	294	709	000	364	Entry Fees/Student Travel	\$125.00
14818 Total										<u>\$125.00</u>
14819	ISD #701	E	01	300	361	957	475	303		\$580.50
14819	ISD #701	E	01	300	361	957	475	303		\$1,607.73
14819 Total										<u>\$2,188.23</u>
14820	ITASCA AREA SCHOOLS COLLABORATIVE	E	01	300	361	950	475	303	Purchased Services	\$1,689.05
14820 Total										<u>\$1,689.05</u>
14821	JANKILA EMILY	E	01	005	107	050	000	366	Travel	\$57.00
14821 Total										<u>\$57.00</u>
14822	KALLBERG ESTHER	E	01	300	259	001	000	311	Prof Tech Services	\$960.00
14822 Total										<u>\$960.00</u>
14823	KELLER FENCE COMPANY-NORTH INC	E	06	005	870	000	000	311	Prof Tech Services	\$30,222.11
14823 Total										<u>\$30,222.11</u>
14824	KELVIN EDUCATIONAL	E	01	300	255	000	000	430	390363, CO2 DRAGSTER WOOD KIT	\$1,035.00
14824	KELVIN EDUCATIONAL	E	01	300	255	000	000	430	SHIPPING	\$103.50
14824 Total										<u>\$1,138.50</u>
14825	KING KIM	E	04	500	560	000	321	430	Instruct Supplies	\$255.00
14825 Total										<u>\$255.00</u>
14826	KRAGE SAMANTHA	E	01	005	107	050	000	366	Travel	\$57.00
14826 Total										<u>\$57.00</u>
14827	KY INTERPRETING SERVICES INC	E	01	116	405	000	740	399	Spec Purchased Services	\$12,570.00
14827 Total										<u>\$12,570.00</u>
14828	L & M SUPPLY INC	E	03	005	760	000	720	420	Repair Supplies	\$16.74
14828	L & M SUPPLY INC	E	01	300	255	000	000	430	Instruct Supplies	\$10.48
14828	L & M SUPPLY INC	E	01	300	255	000	000	430	Instruct Supplies	\$39.46
14828	L & M SUPPLY INC	E	05	300	850	052	302	520	Bldg Improvements	\$153.40
14828	L & M SUPPLY INC	E	01	300	155	721	000	430	Instructional Supply	\$448.00
14828	L & M SUPPLY INC	E	01	300	155	721	000	430	Instructional Supply	\$448.00
14828	L & M SUPPLY INC	E	01	300	155	721	000	430	Instructional Supply	\$401.98
14828 Total										<u>\$1,518.06</u>
14829	LCS COACHES INC	E	01	300	294	713	733	361	Private Trans Cont	\$2,208.98
14829	LCS COACHES INC	E	01	300	294	713	733	361	Private Trans Cont	\$828.40
14829	LCS COACHES INC	E	01	300	294	713	733	361	Private Trans Cont	\$1,080.19
14829	LCS COACHES INC	E	01	300	296	716	733	365	Interdept Transport	\$1,226.03
14829	LCS COACHES INC	E	01	300	294	705	733	365	Interdept Transport	\$692.15
14829	LCS COACHES INC	E	01	300	296	716	733	365		\$161.86
14829	LCS COACHES INC	E	01	300	294	713	733	361		\$161.87
14829	LCS COACHES INC	E	01	300	294	713	733	361	Private Trans Cont	\$692.15
14829 Total										<u>\$7,051.63</u>
14830	LITTLE ELI	E	01	116	203	000	000	401	General Supplies	\$277.78
14830 Total										<u>\$277.78</u>
14831	MENARDS	E	01	005	105	048	000	430	Instructional Supply	\$20.80
14831	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$349.98
14831	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$125.88
14831	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$363.69
14831	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$25.86
14831	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$1.80

14831	MENARDS	E	01	005	606	000	000	401	General Supplies	\$371.77
14831	MENARDS	E	01	112	203	000	000	401	General Supplies	\$81.92
14831	MENARDS	E	01	112	203	000	000	401	General Supplies	\$8.97
14831	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$147.78
14831	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$403.51
14831	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$72.87
14831	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$152.85
14831	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$56.84
14831	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$85.41
14831	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$158.01
14831	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$37.85
14831	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$57.38
14831	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$19.99
14831	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$178.89
14831	MENARDS	E	01	300	155	721	000	430	Instructional Supply	\$545.98
14831	MENARDS	E	01	005	606	000	000	401	General Supplies	\$85.59
14831	MENARDS	E	01	005	690	000	510	401	General Supplies	\$398.03
14831 Total										<u>\$3,751.65</u>
14832	METRO SALES INC	E	05	005	850	000	302	335	Short Term Lease	\$3,909.40
14832 Total										<u>\$3,909.40</u>
14833	MILESTONES & MEMORIES LLC	E	01	005	690	000	510	401	General Supplies	\$309.81
14833 Total										<u>\$309.81</u>
14834	MINER'S INC	E	01	005	105	048	000	430	Instructional Supply	\$4.53
14834	MINER'S INC	E	01	005	690	000	510	366	Travel	\$222.43
14834	MINER'S INC	E	01	005	690	000	510	366	Travel	\$100.96
14834	MINER'S INC	E	01	005	690	000	510	366	Travel	\$137.13
14834	MINER'S INC	E	01	005	690	000	510	366	Travel	\$63.98
14834	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	\$101.64
14834	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$154.60
14834	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$151.59
14834	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$23.67
14834	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$27.13
14834	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$123.78
14834	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$68.58
14834	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$54.03
14834	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$127.15
14834	MINER'S INC	E	01	300	250	000	000	430	Instruct Supplies	\$103.79
14834 Total										<u>\$1,464.99</u>
14835	MINNESOTA DISCOVERY CENTER	E	01	005	105	009	000	401	General Supplies	\$192.00
14835 Total										<u>\$192.00</u>
14836	MINNESOTA NORTH COLLEGE	E	01	300	361	000	475	303		\$2,000.00
14836	MINNESOTA NORTH COLLEGE	E	01	300	361	000	428	304		\$3,247.56
14836 Total										<u>\$5,247.56</u>
14837	MULCAHY NICKOLAUS LLC	E	06	116	870	000	000	520	Bldg Improvements	\$7,658.52
14837 Total										<u>\$7,658.52</u>
14838	MYERS MAGDALEN	E	01	005	107	050	000	366	Travel	\$236.32
14838	MYERS MAGDALEN	E	01	005	107	050	000	366	Travel	\$1,416.00
14838 Total										<u>\$1,652.32</u>
14839	NORLAND ANTHONY	E	01	300	212	000	000	430	Instruct Supplies	\$392.78
14839 Total										<u>\$392.78</u>
14840	NORTHERN DOOR & HARDWARE INC	E	06	116	870	000	000	520	Bldg Improvements	\$2,169.80
14840 Total										<u>\$2,169.80</u>

14841	NORTHSTAR INSULATING SYSTEMS INC	E	06	116	870	000	000	520	Bldg Improvements	\$12,913.75
14841 Total										<u>\$12,913.75</u>
14842	NTS	E	06	116	870	000	000	311	Prof Tech Services	\$4,536.50
14842	NTS	E	06	005	870	000	000	311	Prof Tech Services	\$1,294.85
14842 Total										<u>\$5,831.35</u>
14843	POHAKI LUMBER CO	E	05	300	850	052	302	520	Bldg Improvements	\$197.32
14843	POHAKI LUMBER CO	E	05	300	850	052	302	520	Bldg Improvements	\$1,000.72
14843	POHAKI LUMBER CO	E	01	005	105	009	000	401	General Supplies	\$111.17
14843 Total										<u>\$1,309.21</u>
14844	RACHEL CONTRACTING LLC	E	06	005	870	000	000	311	Prof Tech Services	\$21,532.70
14844 Total										<u>\$21,532.70</u>
14845	RADKO IRON & SUPPLY INC	E	01	300	255	000	000	430	Instruct Supplies	\$312.96
14845 Total										<u>\$312.96</u>
14846	RANGE MENTAL HEALTH CENTER INC	E	01	005	420	000	799	305	Consulting Fees	\$227.25
14846 Total										<u>\$227.25</u>
14847	RANGE OFFICE SUPPLY & EQUIP.CO	E	01	005	606	000	000	401	BOXES, 10" X 13", 32 LB, CLASP ENVELOPES, 10I	\$468.00
14847 Total										<u>\$468.00</u>
14848	RI MECHANICAL INC	E	06	116	870	000	000	520	Bldg Improvements	\$26,615.27
14848 Total										<u>\$26,615.27</u>
14849	ROCHESTER 100 INC	E	01	005	030	000	000	401	AS PER ATTACHED QUOTE 0024986	\$1,343.95
14849 Total										<u>\$1,343.95</u>
14850	ROCK RIDGE FOOTBALL BOOSTERS	E	01	005	640	000	316	366	Travel	\$560.04
14850 Total										<u>\$560.04</u>
14851	RRHS ACTIVITY FUND	E	01	005	690	000	510	401	General Supplies	\$775.00
14851 Total										<u>\$775.00</u>
14852	RUSSEL KAITLYN	E	01	005	107	050	000	366	Travel	\$38.00
14852 Total										<u>\$38.00</u>
14853	SCHINDLER ELEVATOR CORPORATION	E	06	116	870	000	000	520	Bldg Improvements	\$5,264.79
14853 Total										<u>\$5,264.79</u>
14854	SCHMITT MUSIC CENTER	E	01	005	105	005	000	401	AS PER ATTACHED PROPOSAL 5839635	\$4,701.18
14854 Total										<u>\$4,701.18</u>
14855	SCHOOL SPECIALTY LLC	E	01	112	203	000	000	401	AS PER ATTACHED	\$743.39
14855 Total										<u>\$743.39</u>
14856	SHI	E	01	005	606	000	000	401	AS PER ATTACHED QUOTATION # 24015960	\$18,322.00
14856	SHI	E	06	116	870	000	000	555	Technology Equip	\$679.00
14856	SHI	E	01	005	105	005	000	401	General Supplies	\$3,135.00
14856 Total										<u>\$22,136.00</u>
14857	SHRED-N-GO_ 446138	E	01	101	203	000	000	401		\$75.16
14857	SHRED-N-GO_ 446138	E	01	112	203	000	000	401		\$75.14
14857	SHRED-N-GO_ 446138	E	01	300	211	000	000	401		\$75.14
14857	SHRED-N-GO_ 446138	E	01	005	110	000	000	401		\$75.14
14857	SHRED-N-GO_ 446138	E	01	116	203	000	000	401		\$75.14
14857 Total										<u>\$375.72</u>
14858	SHUBAT TRANSPORTATION	E	01	300	296	714	733	365		\$883.50
14858	SHUBAT TRANSPORTATION	E	01	300	294	714	733	361		\$920.71
14858	SHUBAT TRANSPORTATION	E	01	300	296	714	733	365		\$560.88
14858	SHUBAT TRANSPORTATION	E	01	300	294	714	733	361		\$560.88
14858	SHUBAT TRANSPORTATION	E	01	300	294	713	733	361		\$188.00
14858	SHUBAT TRANSPORTATION	E	01	300	294	715	733	365		\$151.00
14858 Total										<u>\$3,264.97</u>
14859	SONOVA USA INC	E	01	112	405	000	740	433	AS PER ATTACHED QUOTATION 5120226558	\$3,814.74
14859 Total										<u>\$3,814.74</u>

291078-291080	PAYROLL 05/31/24	\$902,624.55
	OASDI	\$54,064.68
	MEDICARE	\$12,656.47
	PERA	\$23,048.88
	TRA	\$51,021.76
	TSA MATCH	\$5,022.57
	PAYROLL 06/03/24	\$95,256.04
	OASDI	\$5,871.19
	MEDICARE	\$1,373.10
	TRA	\$8,334.97
	TSA MATCH	\$450.00
TOTAL DISBURSEMENTS & PAYROLLS		<u>\$5,152,257.59</u>

Seconded by

that the above resolution be adopted.

Resolution adopted June 10, 2024.

Clerk

Chairperson



Rock Ridge Public
Schools
1405 Progress

Adopted: July 27, 2020

Revised: March 27, 2023

Revised: _____

533 WELLNESS

I. PURPOSE

The purpose of this policy is to set forth methods that promote student wellness, prevent and reduce childhood obesity, and assure that school meals and other food and beverages sold and otherwise made available on the school campus during the school day are consistent with applicable minimum local, state, and federal standards.

II. GENERAL STATEMENT OF POLICY

- A. The school board recognizes that nutrition promotion and education, physical activity, and other school-based activities that promote student wellness are essential components of the educational process and that good health fosters student attendance and learning.
- B. The school environment should promote students' health, well-being, and ability to learn by encouraging healthy eating and physical activity.
- C. The school district encourages the involvement of parents, students, representatives of the school food authority, teachers, school health professionals, the school board, school administrators, and the general public in the development, implementation, and periodic review and update of the school district's wellness policy.
- D. Children need access to healthy foods and opportunities to be physically active in order to grow, learn, and thrive.
- E. All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
- F. Qualified food service personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.

III. WELLNESS GOALS

- A. Nutrition Promotion and Education

1. The school district will encourage and support healthy eating by students and engage in nutrition promotion that is:
 - a. offered as part of a comprehensive program designed to provide students with the knowledge and skills necessary to promote and protect their health;
 - b. part of health education classes, as well as classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects, where appropriate; and
 - c. enjoyable, developmentally appropriate, culturally relevant, and includes participatory activities, such as contests, promotions, taste testing, and field trips.
2. The school district will encourage all students to make age appropriate, healthy selections of foods and beverages, including those sold individually outside the reimbursable school meal programs, such as through a la carte/snack lines, vending machines, fundraising events, concession stands, and student stores.

B. Physical Activity

1. Students need opportunities for physical activity and to fully embrace regular physical activity as a personal behavior. Toward that end, health and physical education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities, such as watching television;
2. Opportunities for physical activity will be incorporated into other subject lessons, where appropriate; and
3. Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.
4. All schools will develop joint-use agreements with community partners in order to provide expanded physical activity opportunities for all students and community members. (PEPA15)
5. The physical education curriculum for grades K-12 will be aligned with established state physical education standards and taught by licensed staff.
6. Schools shall provide at least 20 minutes of active daily recess to all elementary school students.

7. Recess will not be withheld from students as a punishment for poor behavior or incomplete class work.

C. Communications with Parents

1. The school district recognizes that parents and guardians have a primary role in promoting their children's health and well-being.
2. The school district will support parents' efforts to provide a healthy diet and daily physical activity for their children.
3. The school district encourages parents to pack healthy lunches and snacks and refrain from including beverages and foods without nutritional value.
4. The school district will provide information about physical education and other school-based physical activity opportunities and will support parents' efforts to provide their children with opportunities to be physically active outside of school.

5. Applications for free/reduced priced meals are sent home to all families at the beginning of the school year. The application is also available on the district website.

IV. STANDARDS AND NUTRITION GUIDELINES

A. School Meals (breakfast and school lunch)

1. The school district will provide healthy and safe school meal programs that comply with all applicable federal, state, and local laws, rules, and regulations.
2. Food service personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students.
3. Food service personnel will try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning.
4. Food service personnel will provide clean, safe, and pleasant settings and adequate time for students to eat.
5. Food service personnel will take every measure to ensure that student access to foods and beverages meets or exceeds all applicable federal, state, and local laws, rules, and regulations and that reimbursable school meals meet USDA nutrition standards.

6. Food service personnel shall adhere to all applicable federal, state, and local food safety and security guidelines.
7. The school district will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals.
8. The school district will provide students access to hand washing or hand sanitizing before they eat meals or snacks.
9. The school district will make every effort to provide students with sufficient time to eat after sitting down for school meals and will schedule meal periods at appropriate times during the school day.
10. The school district will discourage tutoring, club, or organizational meetings or activities during mealtimes unless students may eat during such activities.
11. The school district will provide students access to free drinking water during meals and during the school day.
12. Schools are encouraged to source fresh products from local farmers where practicable.

B. School Food Service Program/Personnel

1. The school district shall designate an appropriate person to be responsible for the school district's food service program, whose duties shall include the creation of nutrition guidelines and procedures for the selection of foods and beverages made available on campus to ensure food and beverage choices are consistent with current USDA guidelines.
2. As part of the school district's responsibility to operate a food service program, the school district will provide continuing professional development for all food service personnel in schools.

C. Competitive Foods and Beverages

1. All foods and beverages sold on school grounds to students, outside of reimbursable meals, are considered "competitive foods." Competitive foods include items sold a la carte in the cafeteria, from vending machines, school stores, and for in-school fundraisers.
2. All competitive foods will meet the USDA Smart Snacks in School (Smart Snacks) nutrition standards and any applicable state nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being,

increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits.

3. Before and Aftercare (child care) programs must also comply with the school district's nutrition standards unless they are reimbursable under USDA school meals program, in which case they must comply with all applicable USDA standards.

D. Other Foods and Beverages Made Available to Students

1. Student wellness will be a consideration for all foods offered, but not sold, to students on the school campus, including those foods provided through:
 - a. Celebrations and parties. The school district will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas.
 - b. Classroom snacks brought by parents. The school district will provide to parents a list of suggested foods and beverages that meet Smart Snacks nutrition standards.
2. Rewards and incentives. Schools will not use foods or beverages as rewards for academic performance or good behavior (unless this practice is allowed by a student's individual education plan or behavior intervention plan) and will not withhold food or beverages as punishment.
3. Fundraising. The school district will make available to parents and teachers a list of suggested healthy fundraising ideas.

E. Food and Beverage Marketing in Schools

1. School-based marketing will be consistent with nutrition education and health promotion.
2. Schools will restrict food and beverages marketing to the promotion of only those foods and beverages that meet the Smart Snacks nutrition standards.

V. WELLNESS LEADERSHIP AND COMMUNITY INVOLVEMENT

A. Wellness Coordinator

1. The superintendent will designate a school district official to oversee the school district's wellness-related activities (Wellness Coordinator). The Wellness Coordinator will ensure that each school implements the policy.

2. The principal of each school, or a designated school official, will ensure compliance within the school and will report to the Wellness Coordinator regarding compliance matters upon request.

B. Public Involvement

1. The Wellness Coordinator will permit parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, and periodic review and update of the wellness policy.
2. The Wellness Coordinator will hold meetings, from time to time, for the purpose of discussing the development, implementation, and periodic review and update of the wellness policy. All meeting dates and times will be posted on the school district's website and will be open to the public.

VI. POLICY IMPLEMENTATION AND MONITORING

A. Implementation and Publication

1. After approval by the school board, the wellness policy will be implemented throughout the school district.
2. The school district will post its wellness policy on its website, to the extent it maintains a website.

B. Annual Reporting

The Wellness Coordinator will annually inform the public about the content and implementation of the wellness policy and make the policy and any updates to the policy available to the public.

C. Triennial Assessment

1. At least once every three years, the school district will evaluate compliance with the wellness policy to assess the implementation of the policy and create a report that includes the following information:
 - a. the extent to which schools under the jurisdiction of the school district are in compliance with the wellness policy;
 - b. the extent to which the school district's wellness policy compares to model local wellness policies; and

- c. a description of the progress made in attaining the goals of the school district’s wellness policy.
2. The Wellness Coordinator will be responsible for conducting the triennial assessment.
3. The triennial assessment report shall be posted on the school district’s website or otherwise made available to the public.

D. Recordkeeping

The school district will retain records to document compliance with the requirements of the wellness policy. The records to be retained include, but are not limited to:

1. The school district’s written wellness policy.
2. Documentation demonstrating compliance with community involvement requirements, including requirements to make the local school wellness policy and triennial assessments available to the public.
3. Documentation of the triennial assessment of the local school wellness policy for each school under the school district’s jurisdiction efforts to review and update the wellness policy (including an indication of who is involved in the update and methods the school district uses to make stakeholders aware of their ability to participate on the Wellness Committee).

Legal References: Minn. Stat. § 121A.215 (Local School District Wellness Policy; Website)
 42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)
 42 U.S.C. § 1758b (Local School Wellness Policy)
 42 U.S.C. § 1771 *et seq.* (Child Nutrition Act)
 7 U.S.C. § 5341 (Establishment of Dietary Guidelines)
 7 C.F.R. § 210.10 (School Lunch Program Regulations)
 7 C.F.R. § 220.8 (School Breakfast Program Regulations)

Local Resources: Minnesota Department of Education, www.education.state.mn.us
 Minnesota Department of Health, www.health.state.mn.us
 County Health Departments
 Action for Healthy Kids Minnesota, www.actionforhealthykids.org
 United States Department of Agriculture, www.fns.usda.gov
[Smart Snack Standards, https://rrps.org/wp-content/uploads/2024/04/smartsnacks.pdf](https://rrps.org/wp-content/uploads/2024/04/smartsnacks.pdf)



Rock Ridge Public
Schools
1405 Progress

Adopted: _____

606.5 LIBRARY MATERIALS

I. PURPOSE

The purpose of this policy is to provide direction and to delegate responsibility for selection and reconsideration of library materials.

II. GENERAL STATEMENT OF PURPOSE

The school board recognizes that library materials serve as a vital component of a student's education by enriching the breadth of the curriculum as a whole and meeting the needs and interests of individual students. The purpose of library materials is to meet the needs of all students. Therefore, questions regarding selection and reconsideration of library materials should be handled differently than those concerning textbooks and instructional materials.

To ensure that library materials fulfill this role, the school board delegates to the superintendent or the superintendent's designee responsibility for administering a process for selection of library materials. Responsibility for selection shall rest with professionally trained school district staff, with recognition that the school board has the final authority on selection of library materials. Parents and guardians have the right and the responsibility to determine their children's access to library materials.

III. DEFINITIONS

A. "Library" is the school district resource that holds the library collection that serves the information and independent reading needs of students and supports the curriculum needs of teachers and staff. The term "library" includes a school library media center. The term also includes access to electronic materials.

For school districts with multiple school buildings, the term "library" refers to the resource within a specific school building.

Minnesota Statutes, section 124D.901, states that a school district or charter school library or school library media center provides equitable and free access to students, teachers, and administrators and that a school library or school library media center must have the following characteristics:

1. ensures every student has equitable access to resources and is able to locate, access, and use resources that are organized and cataloged;

2. has a collection development plan that includes but is not limited to materials selection and deselection, a challenged materials procedure, and an intellectual and academic freedom statement;
 3. is housed in a central location that provides an environment for expanded learning and supports a variety of student interests;
 4. has technology and Internet access; and
 5. is served by a licensed school library media specialist or licensed school librarian.
- B. “Library collection” consists of the library materials made available to students.
- C. “Library materials” are the books, periodicals, newspapers, manuscripts, films, prints, documents, videotapes, subscription content, electronic and digital materials (including e-books, audiobooks, and databases), and related items made available to students in a school building or through access to electronic materials. This term does not include materials made available to students as part of the curriculum.
- D. “Library media specialist” is a teacher holding a Library Media Specialist teaching license issued by the Professional Educator Licensing and Standards Boards and who is trained to deliver library services to students and staff in a library. A library media specialist is authorized under Minnesota Rules to provide to students in kindergarten through grade 12 instruction that is designed to provide information and technology literacy skills instruction, to lead, collaborate, and consult with other classroom teachers for the purpose of integrating information and technology literacy skills with content teaching, and to administer media center operations, programming, and resources.

IV. RESPONSIBILITY FOR SELECTION OF LIBRARY MATERIALS

- A. The school board recognizes the expertise of the school district’s professional staff and the vital need of such staff to be responsible for selection of library materials.
- B. While recommendations by administrators, faculty members, students, parents, and other community members may be considered, the final responsibility for selection of library materials shall rest with the library media specialist.

IV. SELECTION OF LIBRARY MATERIALS

- A. Selection Criteria: The library materials selection process should result in a library collection that, when considered as a whole, is consistent with the following criteria:

1. Library materials shall support and be consistent with the general educational goals of the state and the district and the aims and objectives of individual schools and specific courses;
 2. Library materials shall be chosen to enrich and support the curriculum as well as to promote reading for pleasure by responding to the personal needs and interests of student users;
 3. Library materials shall not be excluded because of the race, nationality, religion, sex, gender, or political views of the writer;
 4. Library materials shall be appropriate to and reflect the needs, ages, maturity level, emotional development, ability levels, learning styles, social development, background, diversity, and needs and interests of the students for whom the materials were selected;
 5. Library materials shall meet high standards of quality in one or more of these categories (presented alphabetically):
 - a. Artistic quality and/or literary style;
 - b. Authenticity;
 - c. Critical thinking;
 - d. Educational significance;
 - e. Factual content;
 - f. High interest for intended audience; and
 - g. Readability.
 6. The selection of library materials shall conform to the constraints of the school district budget.
- B. The library media specialist shall consult sources and specialists experienced in library materials collections appropriate for the building's students and that are reputable, experienced, unbiased, and professionally trained in school library materials.
- C. The superintendent or the superintendent's designee shall be responsible for keeping the school board informed of progress on review and selection of each building's library materials.

D. Library materials that are outdated, inaccurate, no longer useful for curricular support or reading enrichment, or have not been utilized for an extended period of time may be removed. Library materials that are in poor physical condition may be removed or replaced as determined by the library media specialist or the principal.

E. Gifts and Donations of Library Materials

Materials offered for donation or gifted to a school library may be accepted if they comply with the library collection selection criteria and approved by the library media specialist. The school district's libraries welcome donations of books and other resource materials from individuals and organizations, but also reserve the right to decline to accept library materials that do not meet the criteria for selection. In addition, financial donations to benefit school district's libraries will be accepted with the understanding that funds will be used to purchase materials that are needed for libraries based on the needs of the individual schools.

V. INDIVIDUAL STUDENT ACCESS TO SPECIFIC LIBRARY MATERIAL

A parent or guardian may request that access to specific material in the library materials collection be restricted from their student. The school shall take reasonable steps to fulfill this request. This type of request will not result in removal of specific library collection material from the library or restrictions upon any other student accessing specific library materials.

VI. RECONSIDERATION OF SPECIFIC LIBRARY MATERIAL

A. The school board seeks to uphold students' access to library materials that meet the educational goals and selection criteria set forth in this policy.

B. A school district employee, student, or a parent or guardian of a school district student may request reconsideration of specific library material on the basis of appropriateness. Access to the material in question shall not be restricted until the procedures listed below have been fully completed and a decision to remove or restrict the materials has been made.

C. Informal Request for Reconsideration of Specific Library Material

1. Requests for reconsideration of specific library material shall be directed to the library media specialist and the building principal. The building principal and the library media specialist shall assume responsibility for processing the request on an informal basis.

2. The building principal and/or the library media specialist shall provide an explanation to the individual who submitted the request. The explanation shall include the particular selection criteria that the material in question

met in order to be included in the library as curriculum support or as an independent reading choice for students in the building.

3. If the request is not resolved informally, the principal shall submit a report on the matter to the superintendent or the superintendent's designee. The requestor will have an option to initiate a Formal Request for Reconsideration.

D. Formal Request for Reconsideration of Specific Library Collection Material

1. A Formal Request for Reconsideration of specific library material is initiated upon submission of a completed Formal Request for Reconsideration of Specific Library Collection Material form. The form must be completed in its entirety for each work that is subject to a request for reconsideration. The principal shall notify the superintendent or the superintendent's designee and the library media specialist of receipt of a completed Formal Request form.

If specific library material is the subject of a Formal Request for Reconsideration and a final decision is made to retain the specific library material, then the specific library material shall not be subject to additional requests for reconsideration for three years following the date of final resolution of the initial Formal Request for Reconsideration.

2. On an annual basis, the Superintendent or the superintendent's designee shall appoint a Library Materials Review Committee (Review Committee). This committee shall include:
 - a. One member of the school district administration
 - b. One principal
 - c. Two teachers
 - d. One library media specialist (or district media specialist or public librarian if the school district does not have a library media specialist)
 - e. Two members of the school district community with no direct connection with the request for reconsideration
 - f. Two student representatives (as appropriate to the specific request).
3. The Review Committee shall establish a date upon which it will discuss the request and whether the specific library collection material conforms to the selection criteria set forth in this policy.

4. The Review Committee
 - a. may consult individuals, organizations, and other resources with relevant professional knowledge on school library material;
 - b. shall examine the specific library material as a whole;
 - c. shall examine the specific library material as to its conformance with the criteria for selection of library materials; and
 - d. shall submit a written report to the superintendent or the superintendent's designee containing the Review Committee's decision on whether to retain, to remove, or to take other action regarding the specific library material.
5. The superintendent or the superintendent's designee shall inform the requestor and the school board of the Review Committee's decision. The requestor may appeal the Review Committee's decision to the superintendent or the superintendent's designee by submitting a written appeal to the superintendent or the superintendent's designee within fourteen (14) days of submission of the Review Committee's decision to the requestor. The superintendent or the superintendent's designee shall provide a written decision on a requestor's appeal within a reasonable time period.
6. The requestor shall have the right to appeal the decision of the superintendent or the superintendent's designee to the school board.

Legal References: Minn. Stat. § 120A.22, Subd. 9 (Compulsory Instruction)
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (School Board Responsibilities)
Minn. Stat. § 124D.901 (Public School Libraries and Media Centers)
Minn. Rules Part 8710.4550 (Library Media Specialists)
Bd. of Educ., Island Trees Union Free Sch. Dist. No. 26 v. Pico, 457 U.S. 853 (1982)
Virginia State Bd. of Educ. v. Barnette, 319 U.S. 624, 642 (1943)

Cross References: Policy 524 (Internet Acceptable Use and Safety Policy)
Policy 606 (Textbook and Instructional Materials)



| 1405 PROGRESS PARKWAY, VIRGINIA, MN 55792 | 218.735.3500 | FAX: 218.744.4381 | WWW.RRPS.ORG |

Formal Request for Reconsideration of Specific Library Collection Material

The Rock Ridge School Board school board adopted Policy 606.5 (Library Materials), under which the school board delegated responsibility for selection and evaluation of library materials to school district staff. This policy establishes procedures for formal reconsideration of specific library collection material.

A Rock Ridge school district employee, student, or a parent or guardian of a school district student may request reconsideration of specific library material on the basis of appropriateness.

A requestor has the option to request Formal Reconsideration if the informal process set forth in Policy 606.5 has not resolved the matter.

The first step in the Formal Reconsideration process is submission of a fully completed Formal Request for Reconsideration form. A separate form must be completed in full for each library material item for which formal reconsideration is requested.

If you wish to request formal reconsideration of specific library collection material, please return a completed form to:

Building Principal
Parkview Elementary
506 9th Ave W
Virginia, MN 55792

Building Principal
North Star Elementary
411 5th Ave S
Virginia, MN 55792

Building Principal
Laurentian Elementary
1409 Progress Pkwy
Eveleth, MN 55734

Building Principal
Rock Ridge High School
1403 Progress Pkwy
Virginia, MN 55792

Date _____

Name of Requestor _____

Address _____

Phone _____ **Email** _____

Type of Library Material (please check)

Book (e-book)	<input type="checkbox"/>
Movie	<input type="checkbox"/>
Magazine	<input type="checkbox"/>
Database	<input type="checkbox"/>
Newspaper	<input type="checkbox"/>

Audio Recording	<input type="checkbox"/>
Digital Resource	<input type="checkbox"/>
App	<input type="checkbox"/>
Streaming Media	<input type="checkbox"/>
Other	<input type="checkbox"/>



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Title: _____

Author/Producer: _____

Please explain the concern you have concerning this Library Material.

Please explain the circumstances that brought this Library Material to your attention.

Have you examined the entire Library Material? If not, please identify the sections you reviewed.

Please identify resources that may provide additional information and/or other viewpoints regarding this Library Material.

Please set forth the ways in which you believe this Library Material does not comply with the selection objectives and criteria set forth in Policy 606.5

Please set forth the resolution that you seek.



Rock Ridge Public
Schools
1405 Progress

Adopted: July 27, 2020

Revised: January 25, 2021

Reviewed: January 10, 2022

Revised: October 10, 2022

Revised: September 25, 2023

Revised: February 12, 2024

Revised: _____

506 STUDENT DISCIPLINE

I. PURPOSE

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

All students are entitled to learn and develop in a setting which promotes respect of self, others, and property. Proper positive discipline can only result from an environment which provides options and stresses student self-direction, decision-making, and responsibility. Schools can function effectively only with internal discipline based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains a climate in which learning can take place. Overall decorum affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. The position of the school district is that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes sections 121A.40-121A.56.

In view of the foregoing and in accordance with Minnesota Statutes section 121A.55, the school board, with the participation of school district administrators, teachers, employees,

students, parents, community members, and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

III. DEFINITIONS

- A. "Nonexclusionary disciplinary policies and practices" means policies and practices that are alternatives to dismissing a pupil from school, including but not limited to evidence-based positive behavior interventions and supports, social and emotional services, school-linked mental health services, counseling services, social work services, academic screening for Title 1 services or reading interventions, and alternative education services. Nonexclusionary disciplinary policies and practices include but are not limited to the policies and practices under sections 120B.12; 121A.575, clauses (1) and (2); 121A.031, subdivision 4, paragraph (a), clause (1); 121A.61, subdivision 3, paragraph (r); and 122A.627, clause (3).
- B. "Pupil withdrawal agreement" means a verbal or written agreement between a school administrator or district administrator and a pupil's parent to withdraw a student from the school district to avoid expulsion or exclusion dismissal proceedings. The duration of the withdrawal agreement cannot be for more than a 12-month period.

IV. POLICY

- A. The school board must establish uniform criteria for dismissal and adopt written policies and rules to effectuate the purposes of the Minnesota Pupil Fair Dismissal Act. The policies must include nonexclusionary disciplinary policies and practices consistent with Minnesota Statutes, section 121A.41, subdivision 12, and must emphasize preventing dismissals through early detection of problems. The policies must be designed to address students' inappropriate behavior from recurring.
- B. The policies must recognize the continuing responsibility of the school for the education of the pupil during the dismissal period.
- C. The school is responsible for ensuring that alternative educational services, if the pupil wishes to take advantage of them, must be adequate to allow the pupil to make progress toward meeting the graduation standards adopted under Minnesota Statutes, section 120B.02 and help prepare the pupil for readmission in accordance with section Minnesota Statutes, section 121A.46, subdivision 5.
- D. For expulsion and exclusion dismissals and pupil withdrawal agreements as defined in Minnesota Statutes, section 121A.41, subdivision 13:
 - 1. for a pupil who remains enrolled in the school district or is awaiting enrollment in a new district, the school district's continuing responsibility includes reviewing the pupil's schoolwork and grades on a quarterly basis

to ensure the pupil is on track for readmission with the pupil's peers. The school district must communicate on a regular basis with the pupil's parent or guardian to ensure that the pupil is completing the work assigned through the alternative educational services as defined in Minnesota Statutes, section 121A.41, subdivision 11. These services are required until the pupil enrolls in another school or returns to the same school;

2. a pupil receiving school-based or school-linked mental health services in the school district under Minnesota Statutes, section 245.4889 continues to be eligible for those services until the pupil is enrolled in a new district; and
3. the school district must provide to the pupil's parent or guardian information on accessing mental health services, including any free or sliding fee providers in the community. The information must also be posted on the school district website.

V. AREAS OF RESPONSIBILITY

- A. The School Board. The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.
- B. Superintendent. The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.
- C. Principal. The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising ~~his or her~~ the person's lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent imminent bodily harm or death to the student or another. A principal shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck,

chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

- D. Teachers. All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. A teacher, in exercising the teacher's person's lawful authority, a teacher may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent imminent bodily harm or death to the student or another. A teacher shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.
- E. Other School District Personnel. All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising ~~his or her~~ the person's lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student to prevent imminent bodily harm or death to the student or another. A school employee, which does not include a school resource officer, shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.
- F. Parents or Legal Guardians. Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.
- G. Students. All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. Community Members. Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.
- I. Reasonable Force Reports
1. The school district must report data on its use of any reasonable force used on a student with a disability to correct or restrain the student to prevent **imminent** bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section

125A.0941, paragraph (c), as outlined in section 125A.0942, subdivision 3, paragraph (b).

2. Beginning with the 2024-2025 school year, the school district must report annually by July 15, in a form and manner determined by the MDE Commissioner, data from the prior school year about any reasonable force used on a general education student to correct or restrain the student to prevent **imminent** bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c).
3. Any reasonable force used under Minnesota Statutes, sections 121A.582; 609.06, subdivision 1; and 609.379 which intends to hold a child immobile or limit a child's movement where body contact is the only source of physical restraint or confines a child alone in a room from which egress is barred shall be reported to the Minnesota Department of Education as a restrictive procedure, including physical holding or seclusion used by an unauthorized or untrained staff person.

VI. STUDENT RIGHTS

All students have the right to an education and the right to learn.

VII. STUDENT RESPONSIBILITIES

All students have the responsibility:

- A. For their behavior and for knowing and obeying all school rules, regulations, policies, and procedures;
- B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- D. To make necessary arrangements for making up work when absent from school;
- E. To assist the school staff in maintaining a safe school for all students;
- F. To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them;
- G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;

- H. To be aware of and comply with federal, state, and local laws;
- I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;
- J. To respect and maintain the school's property and the property of others;
- K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- M. To conduct themselves in an appropriate physical or verbal manner; and
- N. To recognize and respect the rights of others.

VIII. CODE OF STUDENT CONDUCT

- A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees.
 - 1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;
 - 2. The use of profanity or obscene language, or the possession of obscene materials;

3. Gambling, including, but not limited to, playing a game of chance for stakes;
4. Violation of the school district's Hazing Prohibition Policy;
5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;
6. Violation of the school district's Student Attendance Policy;
7. Opposition to authority using physical force or violence;
8. Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices Policy;
9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;
10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
13. Violation of the school district's Weapons Policy;
14. Violation of the school district's Violence Prevention Policy;
15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;

17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;
19. Violation of any local, state, or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;
21. Violation of the school district's Internet Acceptable Use and Safety Policy;
22. Use of a cell phone in violation of the school district's Internet Acceptable Use and Safety Policy;
23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
28. Possession or distribution of slanderous, libelous, or pornographic materials;
29. Violation of the school district' Bullying Prohibition Policy;
30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting

products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership;

31. Criminal activity;
32. Falsification of any records, documents, notes, or signatures;
33. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
34. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;
35. Impertinent or disrespectful words, symbols, acronyms, or language, whether oral or written, related to teachers or other school district personnel;
36. Violation of the school district's Harassment and Violence Policy;
37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
40. Verbal assaults or verbally abusive behavior including, but not limited to, use of words, symbols, acronyms, or language, whether oral or written, that are discriminatory, abusive, obscene, threatening, intimidating, degrading to other people, or threatening to school property;
41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
42. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;

43. Violation of the school district's Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees Policy;
44. Violation of the school district's one-to-one device rules and regulations;
45. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
46. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

IX. RECESS AND OTHER BREAKS

- A. "Recess detention" means excluding or excessively delaying a student from participating in a scheduled recess period as a consequence for student behavior. Recess detention does not include, among other things, providing alternative recess at the student's choice.
- B. The school district is encouraged to ensure student access to structured breaks from the demands of school and to support teachers, principals, and other school staff in their efforts to use evidence-based approaches to reduce exclusionary forms of discipline.
- C. The school district must not use recess detention unless:
 1. a student causes or is likely to cause serious physical harm to other students or staff;
 2. the student's parent or guardian specifically consents to the use of recess detention; or
 3. for students receiving special education services, the student's individualized education program team has determined that withholding recess is appropriate based on the individualized needs of the student.
- D. The school district must not withhold recess from a student based on incomplete schoolwork.
- E. The school district must require school staff to make a reasonable attempt to notify a parent or guardian within 24 hours of using recess detention.

- F. The school district must compile information on each recess detention at the end of each school year, including the student's age, grade, gender, race or ethnicity, and special education status. This information must be available to the public upon request. The school district is encouraged to use the data in professional development promoting the use of nonexclusionary discipline.
- G. The school district must not withhold or excessively delay a student's participation in scheduled mealtimes. This section does not alter a district or school's existing responsibilities under Minnesota Statutes, section 124D.111 or other state or federal law.

X. DISCIPLINARY ACTION OPTIONS

The general policy of the school district is to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district code of conduct, rules, regulations, policies, or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

- A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;
- B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or thing will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.
- C. Parent contact;
- D. Parent conference;
- E. Removal from class;
- F. In-school suspension;
- G. Suspension from extracurricular activities;
- H. Detention or restriction of privileges;
- I. Loss of school privileges;

- J. In-school monitoring or revised class schedule;
- K. Referral to in-school support services;
- L. Referral to community resources or outside agency services;
- M. Financial restitution;
- N. Referral to police, other law enforcement agencies, or other appropriate authorities;
- O. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- P. Out-of-school suspension under the Pupil Fair Dismissal Act;
- Q. Preparation of an admission or readmission plan;
- R. Saturday school;
- S. Expulsion under the Pupil Fair Dismissal Act;
- T. Exclusion under the Pupil Fair Dismissal Act; and/or
- U. Other disciplinary action as deemed appropriate by the school district.

XI. REMOVAL OF STUDENTS FROM CLASS

- A. The teacher of record shall have the general control and government of the classroom. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, or contacting the student’s parents. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student’s conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy. “Removal from class” and “removal” mean any actions taken by a teacher, principal, or other school district employee to prohibit a student from attending a class or activity period for a period of time not to exceed five (5) days, pursuant to this discipline policy.

Grounds for removal from class shall include any of the following:

- 1. Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher’s ability to teach or communicate effectively with students in a class or with the ability of other students to learn;

2. Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;
3. Willful violation of any school rules, regulations, policies or procedures, including the Code of Student Conduct in this policy; or
4. Other conduct, which in the discretion of the teacher or administration, requires removal of the student from class.

Such removal shall be for at least one (1) activity period or class period of instruction for a given course of study and shall not exceed five (5) such periods.

A student must be removed from class immediately if the student engages in assault or violent behavior. "Assault" is an act done with intent to cause fear in another of immediate bodily harm or death; or the intentional infliction of, or attempt to inflict, bodily harm upon another. The removal from class shall be for a period of time deemed appropriate by the principal, in consultation with the teacher.

- B. If a student is removed from class an excessive number of times in a school year, the school district shall notify the parent or guardian of the student's removal from class and make reasonable attempts to convene a meeting with the student's parent or guardian to discuss the problem that is causing the student to be removed from class.

C. **Procedures for removal of a student from a class:**

There are many reasons that a student may be removed from class. They include but are not limited to rules violations or the potential of a dangerous situation.

When a student is removed the **first time**, it will be documented by the teacher and the parent will be notified by the teacher. The student may also receive additional disciplinary action.

If a **second** removal occurs, the parent will be notified and a meeting will be held within 48 hours with the student, teacher, parent, and administration. During this meeting the teacher will explain his/her expectations for behavior. The student and parent will have the opportunity to ask any questions they may have with the goal being a solution to the behavioral problem.

If a **third** removal takes place, the student may be removed from the class, assigned study hall, and lose credit. Other solutions may be a class change or alternative programming for the student. A parent meeting may also be held at the request of the teacher when removals have not occurred.

If a student receiving special education services is removed from a class, the above procedures will apply. In addition, the IEP team may need to meet to consider the adequacy of the IEP.

Students serving administratively determined consequences in the school suspension / intervention room / or other disciplinary locations will be ineligible from participating in after school activities, practices, and athletic contests.

- D. All students suspected of using/abusing chemicals will be referred to the building chemical abuse assessment team or appropriate team.
- E. The building team will create procedures for early interventions tied to violations of the code of student conduct. These interventions will include parent involvement, where appropriate.

IX. DISMISSAL

- A. “Dismissal” means the denial of the current educational program to any student, including exclusion, expulsion and suspension. Dismissal does not include removal from class.

The school district shall not deny due process or equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.

The school district shall not dismiss any student without attempting to use nonexclusionary disciplinary policies and procedures before dismissal proceedings or pupil withdrawal agreements, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

The use of exclusionary practices for early learners as defined in Minnesota Statutes, section 121A.425 is prohibited. The use of exclusionary practices to address attendance and truancy issues is prohibited.

- B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion, and/or exclusion. A student may be dismissed on any of the following grounds:
 - 1. Willful violation of any reasonable school board regulation, including those found in this policy;
 - 2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or

3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.

C. Disciplinary Dismissals Prohibited

1. A pupil enrolled in the following is not subject to dismissals under the Pupil Fair Dismissal Act:
 - a. a preschool or prekindergarten program, including an early childhood family education, school readiness, school readiness plus, voluntary prekindergarten, Head Start, or other school-based preschool or prekindergarten program; or
 - b. kindergarten through Grade 3.
2. This section does not apply to a dismissal from school for less than one school day, except as provided under Minnesota Statutes, chapter 125A and federal law for a student receiving special education services.
3. Notwithstanding this section, expulsions and exclusions may be used only after resources outlined under Nonexclusionary discipline have been exhausted, and only in circumstances where there is an ongoing serious safety threat to the child or others.

D. Suspension Procedures

1. “Suspension” means an action by the school administration, under rules promulgated by the School Board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where a student with a disability does not receive regular or special education instruction during that dismissal period.
2. School administration must allow a suspended pupil the opportunity to complete all school work assigned during the period of the pupil's suspension and to receive full credit for satisfactorily completing the assignments. The school principal or other person having administrative control of the school building or program is encouraged to designate a district or school employee as a liaison to work with the pupil's teachers to allow the suspended pupil to (1) receive timely course materials and other information, and (2) complete daily and weekly assignments and receive teachers' feedback.

3. If a student's total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent or guardian before subsequently removing the student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian's expense. The purpose of this meeting is to attempt to determine the student's need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.
4. The definition of suspension under Minnesota Statutes, section 121A.41, subdivision 10, does not apply to a student's dismissal from school for less than one day, except as provided under federal law for a student with a disability. Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or to surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.
5. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6th) consecutive day of suspension or the tenth (10th) cumulative day of suspension has elapsed.

6. Alternative education services must be provided to a pupil who is suspended for more than five (5) consecutive school days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minnesota Statutes section 123A.05 selected to allow the student to progress toward meeting graduation standards under Minnesota Statutes section 120B.02, although in a different setting.
7. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.
8. After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, do one or more of the following:
 - a. strongly encourage a parent or guardian of the student to attend school with the student for one day;
 - b. assign the student to attend school on Saturday as supervised by the principal or the principal's designee; and
 - c. petition the juvenile court that the student is in need of services under Minnesota Statutes chapter 260C.
9. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes sections 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference. (See attached sample Notice of Suspension.)

10. The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.
11. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.
12. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) consecutive school days.

E. Expulsion and Exclusion Procedures

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.
2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.
3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes sections 121A.40-121A.56.
4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent or guardian.
5. The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian personally or by mail, and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal Act, Minnesota Statutes sections 121A.40-121A.56; describe the nonexclusionary disciplinary practices accorded the student in an attempt to avoid the expulsion proceedings; and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-

examine witnesses. The school district must advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE) and is posted on its website.

6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent, or guardian.
7. All hearings shall be held at a time and place reasonably convenient to the student, parent, or guardian and shall be closed, unless the student, parent, or guardian requests an open hearing.
8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.
10. If the student designates a representative other than the parent or guardian, the representative must have a written authorization from the student and the parent or guardian providing them with access to and/or copies of the student's records.
11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.
12. At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent or guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.

14. The student, parent or guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.
15. The student cannot be compelled to testify in the dismissal proceedings.
16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within two (2) days after the close of the hearing.
17. The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.
18. A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minnesota Statutes section 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.
19. The school district shall report any suspension, expulsion or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.
21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

XIII. ADMISSION OR READMISSION PLAN

A school administrator must prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan must include measures to improve the student's behavior, which may include completing a character education program consistent with Minnesota Statutes section 120B.232, subdivision 1, social and emotional learning, counseling, social work services, mental health services, referrals for special education or 504 evaluation, and evidence-based academic interventions. The plan must include reasonable attempts to obtain parental involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

XIV. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by the Pupil Fair Dismissal Act or other applicable law. The teacher, principal or other school district official may provide additional notification as deemed appropriate.

In addition, the school district must report, through the MDE electronic reporting system, each exclusion or expulsion, each physical assault of a school district employee by a pupil, and each pupil withdrawal agreement within thirty (30) days of the effective date of the dismissal action, pupil withdrawal, or assault, to the MDE Commissioner. This report must include a statement of the nonexclusionary disciplinary practices, or other sanction, intervention, or resolution in response to the assault given to the pupil in response to the assault and the reason for, the effective date, and the duration of the exclusion or expulsion or other sanction, intervention, or resolution. The report must also include the pupil's age, grade, gender, race, and special education status.

XV. STUDENT DISCIPLINE RECORDS

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13.

XVI. STUDENTS WITH DISABILITIES

Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP team and the child's parent shall, consistent with federal law, conduct a

manifestation determination and determine whether the child's behavior was (i) caused by or had a direct and substantial relationship to the child's disability and (ii) whether the child's conduct was a direct result of a failure to implement the child's IEP. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement. Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.

When a student who has an IEP is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.

XVII. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minnesota Statutes section 124D.03) or Enrollment in Nonresident District (Minnesota Statutes section 124D.08) at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minn. Stat. Ch. 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Options Program if the student is absent without lawful excuse for one or more periods on fifteen (15) school days and has not lawfully withdrawn from school.

XVIII. DISCIPLINE COMPLAINT PROCEDURE

Students, parents and other guardians, and school staff may file a complaint and seek corrective action when the requirements of the Minnesota Pupil Fair Dismissal Act, including the implementation of the local behavior and discipline policies, are not being implemented appropriately or are being discriminately applied.

The Discipline Complaint Procedure must, at a minimum:

1. provide procedures for communicating this policy including the ability for a parent to appeal a decision under Minnesota Statutes, section 121A.49 that contains explicit instructions for filing the complaint;
2. provide an opportunity for involved parties to submit additional information related to the complaint;

3. provide a procedure to begin to investigate complaints within three school days of receipt, and identify personnel who will manage the investigation and any resulting record and are responsible for keeping and regulating access to any record;
4. provide procedures for issuing a written determination to the complainant that addresses each allegation and contains findings and conclusions;
5. if the investigation finds the requirements of Minnesota Statutes, sections 121A.40 to 121A.61, including any local policies that were not implemented appropriately, contain procedures that require a corrective action plan to correct a student's record and provide relevant staff with training, coaching, or other accountability practices to ensure appropriate compliance with policies in the future; and
6. prohibit reprisals or retaliation against any person who asserts, alleges, or reports a complaint, and provide procedures for applying appropriate consequences for a person who engages in reprisal or retaliation.

XIX. DISTRIBUTION OF POLICY

The school district will notify students and parents of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parents at the commencement of each school year and to all new students and parents upon enrollment. This policy shall also be available upon request in each principal's office.

XX. REVIEW OF POLICY

The principal and representatives of parents, students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes shall be submitted to the superintendent for consideration by the school board, which shall conduct an annual review of this policy.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Preassessment Teams)
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
[Minn. Stat. § 121A.58 \(Corporal Punishment; Prone Restraint; And Certain Physical Holds\)](#)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 121A.60 (Definitions)

Minn. Stat. §121A.61 (Discipline and Removal of Student from Class)
[Minn. Stat. § 121A.611 \(Recess and Other Breaks\)](#)
Minn. Stat. § 122A.42 (General Control of Schools)
Minn. Stat. § 123A.05 (State-Approved Alternative Program Organization)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (School Boards' Approval to Enroll in Nonresident District; Exceptions)
Minn. Stat. Ch.125A (Special Education and Special Programs)
Minn. Stat. § 152.22, Subd. 6 (Definitions)
Minn. Stat. § 152.23 (Limitations)
Minn. Stat. Ch. 260A (Truancy)
Minn. Stat. Ch. 260C (Juvenile Safety and Placement)
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Act)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

Cross References:

Policy 413 (Harassment and Violence)
Policy 419 (Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices)
Policy 501 (School Weapons)
Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
Policy 503 (Student Attendance)
Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
[MSBA/MASA Model Policy 507.5 \(School Resource Officers\)](#)
Policy 514 (Bullying Prohibition Policy)
Policy 524 (Internet Acceptable Use and Safety Policy)
Policy 525 (Violence Prevention)
Policy 526 (Hazing Prohibition)
Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)
Policy 610 (Field Trips)
Policy 709 (Student Transportation Safety Policy)
Policy 711 (Video Recording on School Buses)
Policy 712 (Video Surveillance Other Than on Buses)



Rock Ridge Public Schools

1405 Progress Parkway

Adopted: September 28, 2020

Revised: January 10, 2022

Revised: September 25, 2023

Revised: _____

507 CORPORAL PUNISHMENT AND PRONE RESTRAINT

I. PURPOSE

The purpose of this policy is to describe limitations on use of corporal punishment and prone restraint upon a student.

II. GENERAL STATEMENT OF POLICY

No employee or agent of the school district shall inflict corporal punishment or use prone restraint upon a student except as provided below.

III. DEFINITIONS

1. “Corporal punishment” means conduct involving:
 - a. hitting or spanking a person with or without an object; or
 - b. unreasonable physical force that causes bodily harm or substantial emotional harm.
2. “Employee or agent of the district” does not include a school resource officer as defined in Minnesota Statutes, section 626.8482, subdivision 1, paragraph (c).
23. “Prone restraint” means placing a child in a face-down position.

IV. PROHIBITIONS

1. An employee or agent of a district shall not inflict corporal punishment or cause corporal punishment to be inflicted upon a pupil to reform unacceptable conduct or as a penalty for unacceptable conduct.
- ~~2. An employee or agent of a district, including a school resource officer, security personnel, or police officer contracted with a district, shall not use prone or compressive restraint except that the restrictions on prone and compressive restraints do not apply under the circumstances enumerated in Minnesota Statutes, section 609.06, subdivision 1(1). All peace officers, including those who are school resource officers or otherwise agents of a school district, may use force as~~

~~reasonably necessary to carry out official duties, including, but not limited to, making arrests and enforcing orders of the court.~~

~~2. An employee or agent of the school district shall not use prone restraint.~~

~~3. An employee or agent of a district, including a school resource officer, security personnel, or police officer contracted with a district, shall not inflict any form of physical holding that restricts or impairs a pupil's ability to breathe; restricts or impairs a pupil's ability to communicate distress; places pressure or weight on a pupil's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a pupil's torso.~~

4. Conduct that violates this Article is not a crime under Minnesota Statutes, section 645.241, but may be a crime under Minnesota Statutes, chapter 609 if the conduct violates a provision of Minnesota Statutes, chapter 609. Conduct that violates IV.1 above is not per se corporal punishment under the statute. Nothing in this Minnesota Statutes, section 121A.58 or 125A.0941 precludes the use of reasonable force under Minnesota Statutes, section 121A.582. The use of reasonable force as set forth in Section V does not authorize conduct prohibited pursuant to Minnesota Statutes, section 125A.0942.

~~V. EXCEPTIONS~~

V. REASONABLE FORCE

~~1. Reasonable force may be used upon or toward the person of another without the other's consent when used by a teacher, school principal, school employee, school bus driver, or other agent of the school in the exercise of lawful authority, to restrain a child or pupil to prevent bodily harm or death to the child, pupil, or another.~~

~~2. Reasonable force may be used upon or toward the person of a child without the child's consent when used by a teacher, school principal, school employee, school bus driver, other agent of the district, or other member of the instructional, support, or supervisory staff upon or toward a child or pupil when necessary to restrain the child or pupil to prevent bodily harm or death to the child, pupil, or another pursuant to Minnesota Statutes, section 609.379. Nothing in section 609.379 limits any other authorization to use reasonable force including but not limited to authorizations under Minnesota Statutes, section 121A.582, subdivision 1, and section 609.06, subdivision 1.~~

~~3. A teacher, school principal, and other school staff may use reasonable force under the conditions set forth in Policy 506 (Student Discipline).~~

IV. VIOLATION

Employees who violate the provisions of this policy shall be subject to disciplinary action as appropriate. Any such disciplinary action shall be made pursuant to and in accordance with applicable statutory authority, collective bargaining agreements and school district policies. Violation of this policy may also result in civil or criminal liability for the employee.

Legal References: Minn. Stat. § 121A.58 (Corporal Punishment)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 123B.25 (Legal Actions Against Districts and Teachers)
Minn. Stat. § 125A.0941 (Definitions)
Minn. Stat. § 125A.0942 (Standards for Restrictive Procedures)
Minn. Stat. § 609.06 ~~Subd. 1 (6)(7)~~ (Authorized Use of Force)
Minn. Stat. § 609.379 (Permitted Actions)
Minn. Stat. § 626.8482 (School Resource Officers; Duties; Training; Model Policy)
Minn. Stat. § 645.241 (Punishment for Prohibited Acts)
Op. Atty. Gen. 169f (August 22, 2023) (School Pupils: Discipline)
Op. Atty. Gen. 169f Supp. (September 20, 2023) (School Pupils: Discipline)

Cross References: Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
Policy 506 (Student Discipline)
Policy 507.5 (School Resource Officers)



Rock Ridge Public
Schools
1405 Progress

Adopted: _____

507.5 SCHOOL RESOURCE OFFICERS

I. PURPOSE

The purpose of this policy is to establish the contractual duties and training requirements of a school resource officer.

II. GENERAL STATEMENT OF POLICY

The school district, upon securing the services of one or more school resource officers, is committed to establishing the qualifications and duties required of these officers. Any contract for the services of a school resources officer with the school district must meet the requirements of this policy.

III. DEFINITIONS

- A. “School” means an elementary school, middle school or secondary school, as defined in Minnesota Statutes, section 120A.05, subdivisions 9, 11, and 13.
- B. “School Resource Officer” means a peace officer who is assigned to work in an elementary school, middle school, or secondary school during the regular instructional school day as one of the officer’s regular responsibilities through the terms of a contract entered between the peace officer’s employer and the designated school district or charter school.

IV. CONTRACTUAL DUTIES

- A. A school resource officer’s contractual duties with the school district shall include:
 - 1. fostering a positive school climate through relationship building and open communication;
 - 2. protecting students, staff, and visitors to the school grounds from criminal activity;
 - 3. serving as a liaison from law enforcement to school officials;
 - 4. providing advice on safety drills;
 - 5. identifying vulnerabilities in school facilities and safety protocols;

6. educating and advising students and staff on law enforcement topics; and,
 7. enforcement of criminal laws.
- B. The school district may contract with a school resource officer's employer for the officer to perform additional duties to those described in paragraph IV.A.
 - C. A school resource officer must not use force or the authority of their office solely to enforce school rules or policies or participate in the enforcement of discipline for violations of school rules.
 - D. Nothing in this Article limits any other duty or responsibility imposed on peace officers; limits the expectation that peace officers will exercise professional judgment and discretion to protect the health, safety, and general welfare of the public when carrying out their duties; or creates a duty for school resource officers to protect students, staff, or others on school grounds that is different from the duty to protect the public as a whole.

V. TRAINING

- A. Except as provided for in paragraphs V.B., V.C., and V.D. below, beginning September 1, 2025, a peace officer assigned to serve as a school resource officer must complete a training course that provides instruction on the learning objectives identified in Minnesota Statutes, section 626.8482, subdivision 4 prior to assuming the duties of a school resource officer.
- B. A peace officer who has completed either the School Safety Center standardized Basic School Resource Officer Training or the National School Resource Officer Basic School Resource Officer course prior to September 1, 2025, must complete the training mandated under paragraph V.A. above before June 1, 2027. A peace officer covered under this paragraph may complete a supplemental training course approved by the board pursuant to Minnesota Statutes, section 626.8482, subdivision 4, paragraph (b), to satisfy the training requirement.
- C. If an officer's employer is unable to provide the required training course to the officer prior to the officer assuming the duties of a school resource officer, the officer must complete the required training within six months of assuming the duties of a school resource officer. The officer is not required to perform the duties described in Minnesota Statutes, section 626.8482, subdivision 2, paragraph (a), clause (4) or (5), until the officer has completed the required training course. The officer must review any policy adopted by the officer's employer pursuant to section 626.8482, subdivision 6 before assuming the other duties of a school resource officer and must comply with that policy.
- D. An officer who is serving as a substitute school resource officer for fewer than 60

student contact days within a school year is not obligated to complete the required training or perform the duties described in Minnesota Statutes, section 626.8482 subdivision 2, paragraph (a), clause (4) or (5), but must review and comply with any policy adopted pursuant to subdivision 6 by the law enforcement agency that employs the substitute school resource officer.

- E. For each school resource officer employed by an agency, the chief law enforcement officer must maintain a copy of the most recent training certificate issued to the officer for completion of the training mandated under this section.

Legal References: Minn. Stat. § 120A.05, subds. 9, 11, and 13 (Definitions)
Minn. Stat. § 120B.02, subd. 25 (General Powers of Independent School Districts – School Resource Officers)
Minn. Stat. § 626.8482 (School Resource Officers; Duties; Training; Model Policy)

Cross References: Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
Policy 506 (Student Discipline)



Rock Ridge Public Schools

1405 Progress Parkway

Adopted: July 27, 2020

Reviewed: January 10, 2022

Revised: January 9, 2023

Revised: September 25, 2023

Revised: _____

514 BULLYING PROHIBITION POLICY

I. PURPOSE

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, the school district intends to prevent bullying and to take action to investigate, respond to, and to remediate and discipline for those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

II. GENERAL STATEMENT OF POLICY

- A. An act of bullying, by either an individual student or a group of students, is expressly prohibited:
1. on school premises, on school district property, at school functions or activities, or on school transportation;
 2. by the use of electronic technology and communications on the school premises, during the school functions or activities, on the school transportation, or on the school computers, networks, forums, and mailing lists; or
 3. by use of electronic technology and communications off the school premises to the extent such use substantially and materially disrupts student learning or the school environment.
- B. A school-aged child who voluntarily participates in a public school activity, such as a cocurricular or extracurricular activity, is subject to the policy provisions applicable to the public school students participating in the activity.

- C. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student or other students, or materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such act is committed on or off school district property and/or with or without the use of school district resources. This policy also applies to sexual exploitation.

- D. Malicious and sadistic conduct involving race, color, creed, national origin, sex, age, marital status, status with regard to public assistance, disability, religion, sexual harassment, and sexual orientation and gender identity as defined in Minnesota Statutes, chapter 363A is prohibited. This prohibition applies to students, independent contractors, teachers, administrators, and other school personnel.

Malicious and sadistic conduct and sexual exploitation by a school district or school staff member, independent contractor, or enrolled student against a staff member, independent contractor, or student that occurs as described in Article II.A above is prohibited.

- E. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate bullying.

- F. Apparent permission or consent by a student being bullied does not lessen or negate the prohibitions contained in this policy.

- G. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.

- H. False accusations or reports of bullying against another student are prohibited.

- I. A person who engages in an act of bullying, reprisal, retaliation, or false reporting of bullying or permits, condones, or tolerates bullying shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures, including the school district's discipline policy (See Policy 506). The school district may take into account the following factors:
 1. The developmental ages and maturity levels of the parties involved;
 2. The levels of harm, surrounding circumstances, and nature of the behavior;
 3. Past incidences or past or continuing patterns of behavior;

4. The relationship between the parties involved; and
5. The context in which the alleged incidents occurred.

Consequences for students who commit prohibited acts of bullying may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion. The school district shall employ research-based developmentally appropriate best practices that include preventative and remedial measures and effective discipline for deterring violations of this policy, apply throughout the school district, and foster student, parent, and community participation.

Consequences for employees who permit, condone, or tolerate bullying or engage in an act of reprisal or intentional false reporting of bullying may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of bullying may include, but not be limited to, exclusion from school district property and events.

- J. The school district will act to investigate all complaints of bullying reported to the school district and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

For purposes of this policy, the definitions included in this section apply.

- A. “Bullying” means intimidating, threatening, abusive, or harming conduct that is objectively offensive and:
 1. an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or
 2. materially and substantially interferes with a student’s educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.

The term, “bullying,” specifically includes cyberbullying, malicious and sadistic conduct, and sexual exploitation.

- B. “Cyberbullying” means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or

forum, transmitted through a computer, cell phone, or other electronic device. The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises to the extent that it substantially and materially disrupts student learning or the school environment.

- C. “Immediately” means as soon as possible but in no event longer than 24 hours.
- D. “Intimidating, threatening, abusive, or harming conduct” means, but is not limited to, conduct that does the following:
 - 1. Causes physical harm to a student or a student’s property or causes a student to be in reasonable fear of harm to person or property;
 - 2. Under Minnesota common law, violates a student’s reasonable expectation of privacy, defames a student, or constitutes intentional infliction of emotional distress against a student; or
 - 3. Is directed at any student or students, including those based on a person’s actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance, sexual orientation including gender identity and expression, academic status related to student performance, disability, or status with regard to public assistance, age, or any additional characteristic defined in the Minnesota Human Rights Act (MHRA). However, prohibited conduct need not be based on any particular characteristic defined in this paragraph or the MHRA.
- E. “Malicious and sadistic conduct” means creating a hostile learning environment by acting with the intent to cause harm by intentionally injuring another without just cause or reason or engaging in extreme or excessive cruelty or delighting in cruelty.
- F. “On school premises, on school district property, at school functions or activities, or on school transportation” means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student’s walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

- G. “Prohibited conduct” means bullying, cyberbullying, malicious and sadistic conduct, sexual exploitation, or retaliation or reprisal for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about prohibited conduct.
- H. “Remedial response” means a measure to stop and correct prohibited conduct, prevent prohibited conduct from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of prohibited conduct.
- I. “Student” means a student enrolled in a public school or a charter school.

IV. REPORTING PROCEDURE

- A. Any person who believes he or she has been the target or victim of bullying or any person with knowledge or belief of conduct that may constitute bullying or prohibited conduct under this policy shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report bullying anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available in the school district office, but oral reports shall be considered complaints as well.
- C. The building principal, the principal’s designee, or the building supervisor (hereinafter the “building report taker”) is the person responsible for receiving reports of bullying or other prohibited conduct at the building level. Any person may report bullying or other prohibited conduct directly to a school district human rights officer or the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as the primary contact on policy and procedural matters. The building report taker or a third party designated by the school district shall be responsible for the investigation. The building report taker shall provide information about available community resources to the target or victim of the bullying or other prohibited conduct, the perpetrator, and other affected individuals as appropriate.

- D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct shall make reasonable efforts to address and resolve the bullying

or prohibited conduct and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute bullying or other prohibited conduct or who fail to make reasonable efforts to address and resolve the bullying or prohibited conduct in a timely manner may be subject to disciplinary action.

- E. Reports of bullying or other prohibited conduct are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of bullying and the record of any resulting investigation.
- F. Submission of a good faith complaint or report of bullying or other prohibited conduct will not affect the complainant's or reporter's future employment, grades, work assignments, or educational or work environment.
- G. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

V. SCHOOL DISTRICT ACTION

- A. Within three days of the receipt of a complaint or report of bullying or other prohibited conduct, the school district shall undertake or authorize an investigation by the building report taker or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the bullying or other prohibited conduct, the complainant, the reporter, and students or others, pending completion of an investigation of the bullying or other prohibited conduct, consistent with applicable law.
- C. The alleged perpetrator of the bullying or other prohibited conduct shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of an investigation that determines that bullying or other prohibited conduct has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited conduct. Remedial responses to the bullying or other prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II.F. of this policy. School district action taken for violation of this policy will be consistent

with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; the student discipline policy (See Policy 506) and other applicable school district policies; and applicable regulations.

- E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets of bullying or other prohibited conduct and the parent(s) or guardian(s) of alleged perpetrators of bullying or other prohibited conduct who have been involved in a reported and confirmed bullying incident of the remedial or disciplinary action taken, to the extent permitted by law.
- F. In order to prevent or respond to bullying or other prohibited conduct committed by or directed against a child with a disability, the school district shall, when determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in bullying or other prohibited conduct.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged bullying or prohibited conduct, who provides information about bullying or prohibited conduct, who testifies, assists, or participates in an investigation of alleged bullying or prohibited conduct, or who testifies, assists, or participates in a proceeding or hearing relating to such bullying or prohibited conduct. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II.F. of this policy.

VII. TRAINING AND EDUCATION

- A. Consistent with its applicable policies and practices, the school district must shall discuss this policy with students, school personnel and volunteers and provide appropriate training ~~to~~ for all school district personnel to prevent, identify, and respond to prohibited conduct regarding this policy. The school district must shall establish a training cycle for school personnel to occur during a period not to exceed every three school years. Newly employed school personnel must receive the training within the first year of their employment with the school district. The

school district or a school administrator may accelerate the training cycle or provide additional training based on a particular need or circumstance. This policy shall be included in employee handbooks, training materials, and publications on school rules, procedures, and standards of conduct, which materials shall also be used to publicize this policy.

- B. The school district shall require ongoing professional development, consistent with Minnesota Statutes section 122A.60, to build the skills of all school personnel who regularly interact with students to identify, prevent, and appropriately address bullying and other prohibited conduct. Such professional development includes, but is not limited to, the following:
 - 1. Developmentally appropriate strategies both to prevent and to immediately and effectively intervene to stop prohibited conduct;
 - 2. The complex dynamics affecting a perpetrator, target, and witnesses to prohibited conduct;
 - 3. Research on prohibited conduct, including specific categories of students at risk for perpetrating or being the target or victim of bullying or other prohibited conduct in school;
 - 4. The incidence and nature of cyberbullying; and
 - 5. Internet safety and cyberbullying.
- C. The school district annually will provide education and information to students regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying and other prohibited conduct.
- D. The administration of the school district is directed to implement programs and other initiatives to prevent bullying, to respond to bullying in a manner that does not stigmatize the target or victim, and to make resources or referrals to resources available to targets or victims of bullying.
- E. The administration is encouraged to provide developmentally appropriate instruction and is directed to review programmatic instruction to determine if adjustments are necessary to help students identify and prevent or reduce bullying and other prohibited conduct, to value diversity in school and society, to develop and improve students' knowledge and skills for solving problems, managing conflict, engaging in civil discourse, and recognizing, responding to, and reporting bullying or other prohibited conduct, and to make effective prevention and intervention programs available to students.

The administration must establish strategies for creating a positive school climate and use evidence-based social-emotional learning to prevent and reduce discrimination and other improper conduct.

The administration is encouraged, to the extent practicable, to take such actions as it may deem appropriate to accomplish the following:

1. Engage all students in creating a safe and supportive school environment;
 2. Partner with parents and other community members to develop and implement prevention and intervention programs;
 3. Engage all students and adults in integrating education, intervention, and other remedial responses into the school environment;
 4. Train student bystanders to intervene in and report incidents of bullying and other prohibited conduct to the schools' primary contact person;
 5. Teach students to advocate for themselves and others;
 6. Prevent inappropriate referrals to special education of students who may engage in bullying or other prohibited conduct; and
 7. Foster student collaborations that, in turn, foster a safe and supportive school climate.
- F. The school district may implement violence prevention and character development education programs to prevent or reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.
- G. The school district shall inform affected students and their parents of rights they may have under state and federal data practices laws to obtain access to data related to an incident and their right to contest the accuracy or completeness of the data. The school district may accomplish this requirement by inclusion of all or applicable parts of its protection and privacy of pupil records policy (See Policy 515) in the student handbook.

VIII. NOTICE

- A. The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.

- B. ~~This policy Article II, paragraph D, regarding malicious and sadistic conduct~~ must be conspicuously posted throughout each school building, ~~in the administrative offices of the school district, and in the office of each school.~~
- C. This policy shall be conspicuously posted in the administrative offices of the school and school district in summary form.
- D. This policy must be distributed to each school district or school employee and independent contractor, if the contractor regularly interacts with students, at the time of hiring or contracting employment with the district or the school.
- E. Notice of the rights and responsibilities of students and their parents under this policy must be included in the student discipline policy (See Policy 506) distributed to parents at the beginning of each school year.
- F. This policy shall be available to all parents and other school community members in an electronic format in the language appearing on the school district's or a school's website, consistent with the district policies and practices.
- ~~G. Each school must develop a process for discussing this policy with students, parents of students, independent contractors, and school employees.~~
- G. The school district shall provide an electronic copy of its most recently amended policy to the Commissioner of Education.

IX. POLICY REVIEW

To the extent practicable, the school board shall, on a cycle consistent with other school district policies, review and revise this policy. The policy shall be made consistent with Minnesota Statutes, sections 121A.031 and 121A.0312 and other applicable law. Revisions shall be made in consultation with students, parents, and community organizations.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120A.05, Subds. 9, 11, 13, and 17 (Definitions)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.03 (Model Policy)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
~~Minn. Stat. § 121A.0312 (Malicious and Sadistic Conduct)~~
Minn. Stat. § 121A.0311 (Notice of Rights and Responsibilities of Students and Parents under the Safe and Supportive Minnesota Schools Act)
Minn. Stat. § 121A.0312 (Malicious and Sadistic Conduct)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)
Minn. Stat. Ch. 124E (Charter Schools)

Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1 - 99.67 (Family Educational Rights and Privacy)

Cross References: Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Policy 413 (Harassment and Violence)
Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
Policy 423 (Employee-Student Relationships)
Policy 501 (School Weapons Policy)
Policy 506 (Student Discipline)
Policy 507 (Corporal Punishment)
Policy 515 (Protection and Privacy of Pupil Records)
Policy 521 (Student Disability Nondiscrimination)
Policy 522 (Title IX Sex Nondiscrimination Policy)
Policy 524 (Internet Acceptable Use and Safety Policy)
Policy 525 (Violence Prevention)
Policy 526 (Hazing Prohibition)
Policy 529 (Staff Notification of Violent Behavior by Students)
Policy 709 (Student Transportation Safety Policy)
Policy 711 (Video Recording on School Buses)
Policy 712 (Video Surveillance Other Than on Buses)



Rock Ridge Public
Schools
1405 Progress

Adopted: September 28, 2020

Reviewed: _____

101.1 NAME OF THE SCHOOL DISTRICT

I. PURPOSE

The purpose of this policy is to clarify the name of the school district.

II. GENERAL STATEMENT OF POLICY

Pursuant to statute, the official name of the school district is Independent School District No. 2909. However, the school district is often referred to by other informal names. In order to avoid confusion and to encourage consistency in school district letterheads, signage, publications and other materials, the school board intends to establish a uniform name for the school district.

III. UNIFORM NAME

- A. The name of the school district shall be Rock Ridge Public Schools.
- B. The name specified above may be used to refer to the school district and may be shown on school district letterheads, signage, publications and other materials.
- C. In official communications and on school district ballots, the school district shall be referred to as Independent School District No. 2909 (Rock Ridge), but inadvertent failure to use the correct name shall not invalidate any legal proceeding or matter or affect the validity of any document.

Legal References: Minn. Stat. § 123A.55 (Classes, Number)

Cross References:



Rock Ridge Public
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201 LEGAL STATUS OF THE SCHOOL BOARD

I. PURPOSE

The care, management, and control of the schools is vested by statutory and constitutional authority in the school board. The school board shall carry out the mission of the school district with diligence, prudence, and dedication to the ideals of providing the finest public education. The purpose of this policy is to define the authority, duties, and powers of the school board in carrying out its mission.

II. GENERAL STATEMENT OF POLICY

- A. The school board is the governing body of the school district. As such, the school board has responsibility for the care, management, and control over public schools in the school district.
- B. Generally, elected members of the school board have binding authority only when acting as a school board legally in session, except where specific authority is provided to school board members or officers individually. Generally, the school board is not bound by an action or statement on the part of an individual school board member unless the action is specifically directed or authorized by the school board.

III. DEFINITION

“School board” means the governing body of the school district.

IV. ORGANIZATION AND MEMBERSHIP

- A. The membership of the school board consists of six elected directors, or seven if the school board has submitted the question to the electors and a majority have approved a seven-member school board. The term of office is four years.
- B. There may be other ex officio members of the school board as provided by law. The superintendent is an ex officio member.
- C. A majority of voting members constitutes a quorum. The act of the majority of a quorum is the act of the school board.

V. POWERS AND DUTIES

- A. The school board has powers and duties specified by statute. The school board's authority includes implied powers in addition to specific powers granted by the legislature.
- B. The school board exercises administrative functions. It also has certain powers of a legislative character and other powers of a quasi-judicial character.
- C. The school board shall superintend and manage the schools of the school district; adopt rules for their organization, government, and instruction; prescribe textbooks and courses of study; and make and authorize contracts.
- D. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.
- E. The school board, among other duties, shall perform the following in accordance with applicable law:
 - 1. provide by levy of tax, necessary funds for the conduct of schools, the payment of indebtedness, and all proper expenses of the school district;
 - 2. conduct the business of the schools and pay indebtedness and proper expenses;
 - 3. employ and contract with necessary qualified teachers and discharge the same for cause;
 - 4. provide services to promote the health of its pupils;
 - 5. provide school buildings and erect needed buildings;
 - 6. purchase, sell, and exchange school district property and equipment as deemed necessary by the school board for school purposes;
 - 7. provide for payment of claims against the school district, and prosecute and defend actions by or against the school district, in all proper cases;
 - 8. employ and discharge necessary employees and contract for other services;
 - 9. provide for transportation of pupils to and from school, as governed by statute; and
 - 10. procure insurance against liability of the school district, its officers, and employees.
- F. The school board, at its discretion, may perform the following:

1. provide library facilities, public evening schools, adult and continuing education programs, summer school programs, and intersession classes of flexible school year programs;
2. furnish school lunches for pupils and teachers on such terms as the school board determines;
3. enter into agreements with one or more other independent school districts to provide for agreed upon educational services;
4. lease rooms or buildings for school purposes;
5. authorize the use of school facilities for community purposes that will not interfere with their use for school purposes;
6. authorize cocurricular and extracurricular activities;
7. receive, for the benefit of the school district, bequests, donations, or gifts for any proper purpose; and
8. perform other acts as the school board shall deem to be reasonably necessary or required for the governance of the schools.

Legal References: Minn. Stat. § 123A.22 (Cooperative Centers for Vocational Education)
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (~~School Board Powers~~ Boards of Independent School Districts)
Minn. Stat. § 123B.14 (~~School District~~ Officers of Independent School Districts)
Minn. Stat. § 123B.23 (Liability Insurance; Officers and Employees)
Minn. Stat. § 123B.49 (~~Cocurricular and~~ Extracurricular Activities; Insurance)
Minn. Stat. § 123B.51 (Schoolhouses and Sites; ~~Access for Noncurricular Purposes~~ Uses for School and Nonschool Purposes; Closings)
Minn. Stat. § 123B.85 (Definitions)
Jensen v. Indep. Consol. Sch. Dist. No. 85, 160 Minn. 233, 199 N.W. 911 (1924)

Cross References: Policy 101 (Legal Status of the School District)
Policy 202 (School Board Officers)
Policy 203 (Operation of the School Board -Governing Rules)
Policy 205 (Open Meetings and Closed Meetings)
MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties



Rock Ridge Public
Schools
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202 SCHOOL BOARD OFFICERS

I. PURPOSE

School board officers are charged with the duty of carrying out the responsibilities entrusted to them for the care, management, and control of the public schools of the school district. The purpose of this policy is to delineate those responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. The school board shall meet annually and organize by selecting a chair, a clerk, a treasurer, and such other officers as determined by the school board. At its option, the school board may appoint a vice-chair to serve in the temporary absence of the chair.
- B. The school board shall appoint a superintendent who shall be an ex officio, nonvoting member of the school board.

III. ORGANIZATION

The school board shall meet annually on the first Monday in January, or as soon thereafter as practicable, and organize by selecting a chair, a clerk, a treasurer, and such other officers as determined by the school board. These officers shall hold office for one year and until their successors are elected and qualify.

- A. The persons who perform the duties of clerk and treasurer need not be members of the school board.
- B. The school board by resolution may combine the duties of the offices of clerk and treasurer in a single person in the office of business affairs.

IV. OFFICER'S RESPONSIBILITIES

- A. Chair
 - 1. The chair when present shall preside at all meetings of the school board, countersign all orders upon the treasurer for claims allowed by the school board, represent the school district in all actions, and perform all duties a chair usually performs.

2. In case of absence, inability, or refusal of the clerk to draw orders for the payment of money authorized by a vote of the majority of the school board to be paid, the chair may draw the orders, or the office of the clerk may be declared vacant by the chair and treasurer and filled by appointment.

B. Vice-Chair

The vice-chair shall perform the duties of the chair in the event of the chair's temporary absence.

C. Treasurer

1. The treasurer shall deposit the funds of the school district in the official depository.
2. The treasurer shall make all reports which may be called for by the school board and perform all duties a treasurer usually performs.
3. In the event there are insufficient funds on hand to pay valid orders presented to the treasurer, the treasurer shall receive, endorse, and process the orders in accordance with Minn. Stat. § 123B.12.

D. Clerk

1. The clerk shall keep a record of all meetings in the books provided.
2. Within three days after an election, the clerk shall notify all persons elected of their election.
3. On or before September 15 of each year, the clerk shall:
 - a. file with the school board a report of the revenues, expenditures, and balances in each fund for the preceding fiscal year.
 - b. make and transmit to the commissioner certified reports, showing:
 - (1) revenues and expenditures in detail, and such other financial information required by law, rule, or as may be called for by the commissioner;
 - (2) length of school term and enrollment and attendance by grades; and
 - (3) other items of information as called for by the commissioner.

4. The clerk shall enter into the clerk's record book copies of all reports and of the teachers' term reports, and of the proceedings of any meeting, and keep an itemized account of all expenses of the school district.
5. The clerk shall furnish to the county auditor, on or before September 30 of each year, an attested copy of the clerk's record, showing the amount of proposed property tax voted by the school district or the school board for school purposes.
6. The clerk shall draw and sign all orders upon the treasurer for the payment of money for bills allowed by the school board for salaries of officers and for teachers' wages and all claims, to be countersigned by the chair.
7. The clerk shall perform such duties as required by the Minnesota Election Law or other applicable laws relating to the conduct of elections.
8. The clerk shall perform the duties of the chair in the event of the chair's and the vice-chair's temporary absences.

E. Alternate Clerk

The alternate clerk shall perform the duties of the clerk in the event of the clerk's temporary absence.

F. Superintendent

1. The superintendent shall be an ex officio, nonvoting member of the school board.
2. The superintendent shall perform the following:
 - a. visit and supervise the schools in the school district, report and make recommendations about their condition when advisable or on request by the school board;
 - b. recommend to the school board employment and dismissal of teachers;
 - c. annually evaluate each school principal assigned responsibility for supervising a school building within the district;
 - d. superintend school grading practices and examinations for promotions;
 - e. make reports required by the commissioner; and

- f. perform other duties prescribed by the school board.

Legal References: Minn. Stat. § 123B.12 (~~Finance~~ Insufficient Funds to Pay Orders)
Minn. Stat. § 123B.14 (Officers of Independent School Districts)
Minn. Stat. § 123B.143 (Superintendent)
Minn. Stat. § 126C.17 (Referendum Revenue)
Minn. Stat. Ch. 205A (School District Elections)

Cross References: Policy 101 (Legal Status of the School District)
Policy 201 (Legal Status of the School Board)
Policy 203 (Operation of the School Board – Governing Rules)
~~MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties~~



Rock Ridge Public
Schools
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203 OPERATION OF THE SCHOOL BOARD – GOVERNING RULES

I. PURPOSE

The purpose of this policy is to provide governing rules for the conduct of meetings of the school board.

II. GENERAL STATEMENT OF POLICY

An orderly school board meeting allows school board members to participate in discussion and decision of school district issues. Rules of order allow school board members the opportunity to review school-related topics, discuss school business items, and bring matters to conclusion in a timely and consistent manner.

III. RULES OF ORDER

Rules of order for school board meetings shall be as follows:

- A. Minnesota statutes where specified;
- B. Specific rules of order as provided by the school board consistent with Minnesota statutes; and
- C. *Robert's Rules of Order, Revised* (latest edition) where not inconsistent with A. and B., above.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 123B.09, Subds. 6, 7, and 10 (~~School Board Matters~~ Boards of Independent School Districts)
Minn. Stat. § 123B.14 (Officers of Independent School Districts)

Cross References: None



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203.1 SCHOOL BOARD PROCEDURES; RULES OF ORDER

I. PURPOSE

The purpose of this policy is to provide specific rules of order to conduct meetings of the school board.

II. GENERAL STATEMENT OF POLICY

To ensure that school board meetings are conducted in an orderly fashion, the school board will follow rules of order which will allow the school board:

- A. To establish guidelines by which the business of the school board can be conducted in a regular and internally consistent manner;
- B. To organize the meetings so all necessary matters can be brought to the school board and decisions of the school board can be made in an orderly and reasonable manner;
- C. To insure that members of the school board have the necessary information to make decisions on substantive issues and to insure adequate discussion of decisions to be made; and
- D. To insure that meetings and actions of the school board are conducted so as to be informative to the staff and the public, and to produce a clear record of actions taken and decisions made.

III. RULES OF ORDER

- A. School board members need not rise to gain the recognition of the chair.
- B. A motion will be adopted or carried if it receives the affirmative votes of a majority of those actually voting on the matter. Abstentions are considered to be acquiescence to the vote of the majority. It should be noted that some motions by statute or Robert's Rules of Order require larger numbers of affirmative votes.
- C. All motions that require a second shall receive a second prior to opening the issue for discussion of the school board. If a motion that requires a second does not receive a second, the chair may declare that the motion fails for lack of a second or

may provide the second. The names of the members making and seconding a motion shall be recorded in the minutes.

- D. The chair shall decide the order in which school board members will be recognized to address an issue. An attempt should be made to alternate between pro and con positions if appropriate to the discussion. A member shall only speak to an issue after the member is recognized by the chair.
- E. The chair shall rule on all questions relating to motions and points of order brought before the school board.
- F. A ruling by the chair is subject to appeal to the full school board pursuant to Robert's Rules of Order.
- G. The school board shall have authority to recognize any member of the audience regarding a request to be heard at the school board meeting. Members of the public who wish to be heard shall follow school board procedures.
- H. The chair has the authority to declare a recess at any time for the purpose of restoring decorum to the meeting or for any other necessary purpose.
- I. The chair shall repeat a motion or the substance of a motion prior to the vote. The chair shall call for an affirmative and a negative vote on all motions.
- J. The order in which names will be called for roll call votes will be determined by the school board.
- K. The chair has the same right and responsibility as each school board member to vote on all issues.
- L. The chair shall announce the result of each vote. The vote of each member, including abstentions, shall be recorded in the minutes. If the vote is unanimous, it may be reflected as unanimous in the minutes if the minutes also reflect the members present.
- M. A majority of the voting members of the school board constitute a quorum. The absence of a quorum may be raised by the chair or any member. Generally any action taken in the absence of a quorum is null and void. The only legal actions the school board may take in the absence of a quorum are to fix the time at which to adjourn, to adjourn, to recess or to take measures to obtain a quorum.

Legal References: Minn. Stat. § 13D.01, Subd. 4 (Open Meeting Law)
Minn. Stat. § 122A.40 (Employment Contracts, Termination)
Minn. Stat. § 123B.09, Subds. 6 and 7 (~~School Board Powers~~ Boards of Independent School Districts)

Minn. Stat. § 126C.53 (Enabling Resolution; Form of Certificates of Indebtedness)

Minn. Stat. § 331A.01, Subd. 6 (Newspapers; Definitions)

Minn. Stat. § 331A.04, Subd. 6 (Newspapers; Exception to Designation Priority)

Minn. Stat. § 471.88 (Exceptions)

Cross References: Policy 203 (Operation of the School Board – Governing Rules)
Policy 204 (School Board Meeting Minutes)
Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
Policy 207 (Public Hearings)



Rock Ridge Public
Schools
1405 Progress

Adopted: September 28, 2020

Revised: _____

203.6 CONSENT AGENDAS

I. PURPOSE

The purpose of this policy is to allow the use of a consent agenda.

II. GENERAL STATEMENT OF POLICY

In order for a more efficient administration of school board meetings, the school board may elect to use a consent agenda for the passage of noncontroversial items or items of a similar nature.

III. CONSENT AGENDAS

- A. The superintendent, in consultation with the school board chair, may place items on the consent agenda. By using a consent agenda, the school board has consented to the consideration of certain items as a group under one motion. Should a consent agenda be used, an appropriate amount of discussion time will be allowed to review any item upon request.
- B. Consent items are those which usually do not require discussion or explanation prior to school board action, are noncontroversial and/or similar in content, or are those items which have already been discussed and/or explained and do not require further discussion or explanation. Such agenda items might include ministerial tasks such as, but not limited to, the approval of the agenda, approval of previous minutes, approval of bills, approval of reports, etc. These items might also include similar groups of decisions such as, but not limited to, approval of staff contracts, approval of maintenance details for the school district buildings and grounds or approval of various schedules.
- C. Items shall be removed from the consent agenda by a timely request by an individual school board member for independent consideration. A request is timely if made prior to the vote on the consent agenda. The request does not require a second or a vote by the school board. An item removed from the consent agenda will then be discussed and acted on separately immediately following the consideration of the consent agenda.
- D. Consent agenda items are approved en masse by one vote of the school board. The consent agenda items shall be separately recorded in the minutes.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (~~School Board Powers~~ Boards of Independent School Districts)

Cross References: Policy 203.2 (Order of the Regular School Board Meeting)
Policy 203.5 (School Board Meeting Agenda)
Policy 204 (School Board Meeting Minutes)



Rock Ridge Public
Schools
1405 Progress

Adopted: September 28, 2020

Revised: _____

212 SCHOOL BOARD MEMBER DEVELOPMENT

I. PURPOSE

In recognition of the need for continuing inservice training and development for its members, the purpose of this policy is to encourage the members of the school board to participate in professional development activities designed for them so that they may perform their responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. New school board members will be provided the opportunity and encouragement to attend the orientation and training sessions sponsored by the Minnesota School Boards Association (MSBA). School board members shall receive training in school finance and management developed in consultation with MSBA.
- B. All school board members are encouraged to participate in school board and related workshops and activities sponsored by local, state, and national school boards associations, as well as in the activities of other educational groups.
- C. School board members are expected to report back to the school board with materials of interest gathered at the various meetings and workshops.
- D. The school board will reimburse the necessary expenses of all school board members who attend meetings and conventions pertaining to school activities and the objectives of the school board, within the approved policy and budget allocations of the school district relating to the reimbursement of expenses involving the attendance at workshops and conventions.

Legal References: Minn. Stat. § 123B.09, Subd. 2 (~~School Board Member Training Boards of Independent School Districts~~)

Cross References: Policy 214 (Out-of-State Travel by School Board Members)
Policy 412 (Expense Reimbursement)



Rock Ridge Public
Schools
1405 Progress

Adopted: July 27, 2020

Revised: _____

214 OUT-OF-STATE TRAVEL BY SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to control out-of-state travel by school board members as required by law.

II. GENERAL STATEMENT OF POLICY

School board members have an obligation to become informed on the proper duties and functions of a school board member, to become familiar with issues that may affect the school district, to acquire a basic understanding of school finance and budgeting, and to acquire sufficient knowledge to comply with federal, state, and local laws, rules, regulations, and school district policies that relate to their functions as school board members. Occasionally, it may be appropriate for school board members to travel out of state to fulfill their obligations.

III. APPROPRIATE TRAVEL

Travel outside the state is appropriate when the school board finds it proper for school board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as school board members. ~~Travel to regional or national meetings of the National School Boards Association is presumed to fulfill this purpose.~~ Travel to other out-of-state meetings for which the member intends to seek reimbursement from the school district should be preapproved by the school board.

IV. REIMBURSABLE EXPENSES

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district-related expenses.

V. REIMBURSEMENT

A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.

- B. Automobile travel shall be reimbursed at the mileage rate set by the school board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.
- C. Amounts to be reimbursed shall be within the school board's approved budget allocations, including attendance at workshops and conventions.

VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

The superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

Legal References: Minn. Stat. § 123B.09, Subd. 2 (~~School Board Member Training Boards of Independent School Districts~~)
Minn. Stat. § 471.661 (Out-of-State Travel)
Minn. Stat. § 471.665 (Mileage Allowances)
Minn. Op. Atty. Gen. 1035 (Aug. 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. 161b-12 (Aug. 4, 1997) (Transportation Expenses)

Cross References: Policy 212 (School Board Member Development)
Policy 412 (Expense Reimbursement)



Rock Ridge Public
Schools
1405 Progress

Adopted: September 28, 2020

Revised: _____

306 ADMINISTRATOR CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to establish the requirements of the school board that school administrators adhere to the standards of ethics and professional conduct in this policy and Minnesota law.

II. GENERAL STATEMENT OF POLICY

A. An educational administrator's professional behavior must conform to an ethical code. The code must be idealistic and at the same time practical, so that it can apply reasonably to all educational administrators. The administrator acknowledges that the schools belong to the public they serve for the purpose of providing educational opportunities to all. However, the administrator assumes responsibility for providing professional leadership in the school and community. This responsibility requires the administrator to maintain standards of exemplary professional conduct. It must be recognized that the administrator's actions will be viewed and appraised by the community, professional associates, and students. To these ends, the administrator must subscribe to the following standards.

B. The Educational Administrator:

1. Makes the well-being of students the fundamental value of all decision-making and actions.
2. Fulfills professional responsibilities with honesty and integrity.
3. Supports the principle of due process and protects the civil and human rights of all individuals.
4. Obeys local, state, and national laws and does not knowingly join or support organizations that advocate, directly or indirectly, the overthrow of the government.
5. Implements the school board's policies.
6. Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals.

7. Avoids using positions for personal gain through political, social, religious, economic, or other influence.
8. Accepts academic degrees or professional certification only from duly accredited institutions.
9. Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.
10. Honors all contracts until fulfillment, release, or dissolution is mutually agreed upon by all parties to the contract.
11. Adheres to the Code of Ethics for School Administrators in Minnesota Rule.

Legal References: Minn. Stat. § 122A.14, Subd. 4 (~~Code of Ethics~~ Duties of Board of School Administrators)
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)

Cross References: None



Rock Ridge Public
Schools
1405 Progress

Adopted: September 28, 2020

Reviewed: _____

405 VETERAN'S PREFERENCE

I. PURPOSE

The purpose of this policy is to comply with the Minnesota Veterans Preference Act (VPA) which provides preference points for veterans applying for employment with political subdivisions, including school districts, as well as additional rights for veterans in the discharge process.

II. GENERAL STATEMENT OF POLICY

- A. The school district's policy is to comply with the VPA regarding veteran's preference rights and mandated preference points to veterans and spouses of deceased veterans or disabled veterans.
- B. The school district's policy is also to comply with the VPA requirement that no covered veteran may be removed from public employment except for incompetency or misconduct shown after a hearing upon due notice, upon stated charges, and in writing. This paragraph does not apply to the position of teacher.
- C. Veteran's preference points will be applied pursuant to applicable law as follows:
 - 1. A credit of ten points shall be added to the competitive open examination rating of a non-disabled veteran, who so elects, provided that the veteran obtained a passing rating on the examination without the addition of the credit points.
 - 2. A credit of fifteen points shall be added to the competitive open examination rating of a disabled veteran, who so elects, provided that the veteran obtained a passing rating on the examination without the addition of the credit points.
 - 3. A credit of five points shall be added to the competitive promotional examination rating of a disabled veteran, who so elects, provided that (a) the veteran obtained a passing rating on the examination without the addition of the credit points and (b) the veteran is applying for a first promotion after securing public employment.

4. A preference may be used by the surviving spouse of a deceased veteran and by the spouse of a disabled veteran who, because of the disability, is unable to qualify.
- D. Eligibility for and application of veteran's preference, the definition of a veteran, and the definition of a disabled veteran for purposes of this policy will be pursuant to the VPA.
 - E. When notifying applicants that they have been accepted into the selection process, the school district shall notify applicants that they may elect to use veteran's preference.
 - F. The school district's policy is to use a 100-point hiring system to enable allocation of veteran's preference points. The school district may or may not use a 100-point hiring system for filling teaching positions. If a 100-point hiring system is not used for filling a teaching position, preference points will not be added, but all veteran applicants who have proper licensure for the teaching position will be granted an interview for the position.
 - G. If the school district rejects a member of the finalist pool who has claimed veteran's preference, the school district shall notify the finalist in writing of the reasons for the rejection and file the notice with the school district's personnel officer.
 - H. In accordance with the VPA, no honorably discharged veteran shall be removed from a position of employment except for incompetency, misconduct, or good faith abolishment of position.
 1. Incompetency or misconduct must be shown after a hearing, upon due notice, upon stated charges, in writing.
 2. A veteran must irrevocably elect to be governed either by the VPA or by arbitration provisions set forth in a collective bargaining agreement in the event of a discharge.
 - I. The VPA and the provisions of this policy do not apply to the position of private secretary, superintendent, head of a department, or any person holding a strictly confidential relation to the school board or school district. The VPA and the provisions of this policy apply to teachers only with respect to the hiring process, as set forth in Paragraph F., above.

Legal References: Minn. Stat. § 43A.11 (Veteran's Preference)
Minn. Stat. § 197.455 (Veteran's Preference Applied)
Minn. Stat. § 197.46 (Veterans Preference Act)
Hall v. City of Champlin, 463 N.W.2d 502 (Minn. 1990)
Young v. City of Duluth, 410 N.W.2d 27 (Minn. Ct. App. 1987)

Cross References: Policy 401 (Equal Employment Opportunity)



Rock Ridge Public
Schools
1405 Progress

Adopted: September 28, 2020

Revised: _____

407 EMPLOYEE RIGHT TO KNOW – EXPOSURE TO HAZARDOUS SUBSTANCES

I. PURPOSE

The purpose of this policy is to provide school district employees a place of employment and conditions of employment free from recognized hazards that are likely to cause death or serious injury or harm. (~~Minn. Stat. § 182.653, Subd. 2~~)

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to provide information and training to employees who may be “routinely exposed” to a hazardous substance, harmful physical agent, infectious agent, or blood borne pathogen.

III. DEFINITIONS

- A. “Commissioner” means the [Minnesota](#) Commissioner of Labor and Industry.
- B. “Routinely exposed” means that there is a reasonable potential for exposure during the normal course of assigned work or when an employee is assigned to work in an area where a hazardous substance has been spilled.
- C. “Hazardous substance” means a chemical or substance, or mixture of chemicals and substances, which:
 - 1. is regulated by the Federal Occupational Safety and Health Administration under the Code of Federal Regulations; or
 - 2. is either toxic or highly toxic; an irritant; corrosive; a strong oxidizer; a strong sensitizer; combustible; either flammable or extremely flammable; dangerously reactive; pyrophoric; pressure-generating; compressed gas; carcinogen; teratogen; mutagen; reproductive toxic agent; or that otherwise, according to generally accepted documented medical or scientific evidence, may cause substantial acute or chronic personal injury or illness during or as a direct result of any customary or reasonably foreseeable accidental or intentional exposure to the chemical or substance; or
 - 3. is determined by the commissioner as a part of the standard for the chemical or substance or mixture of chemicals and substances to present a significant risk to worker health and safety or imminent danger of death or serious

physical harm to an employee as a result of foreseeable use, handling, accidental spill, exposure, or contamination.

- D. “Harmful physical agent” means a physical agent determined by the commissioner as a part of the standard for that agent to present a significant risk to worker health or safety or imminent danger of death or serious physical harm to an employee. This definition includes, but is not limited to, radiation, whether ionizing or nonionizing.
- E. “Infectious agent” means a communicable bacterium, rickettsia, parasites, virus, or fungus determined by the commissioner by rule, with approval of the commissioner of health, which, according to documented medical or scientific evidence, causes substantial acute or chronic illness or permanent disability as a foreseeable and direct result of any routine exposure to the infectious agent. Infectious agent does not include an agent in or on the body of a patient before diagnosis.
- F. “Blood borne pathogen” means a pathogenic microorganism that is present in human blood and can cause disease in humans. This definition includes, but is not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV).

IV. TARGET JOB CATEGORIES

Annual training will be provided to all full- and part-time employees who are “routinely exposed” to a hazardous substance, harmful physical agent, infectious agent, or blood borne pathogen as set forth above.

V. TRAINING SCHEDULE

Training will be provided to employees before beginning a job assignment as follows:

- A. Any newly hired employee assigned to a work area where he or she is determined to be “routinely exposed” under the guidelines above.
- B. Any employee reassigned to a work area where he or she is determined to be “routinely exposed” under the above guidelines.

Legal References: Minn. Stat. Ch. 182 (Occupational Safety and Health)
Minn. Rules Ch. 5205 ([Occupational Safety and Health Standards](#))
Minn. Rules Ch. 5206 ([Hazardous Substances](#); Employee Right to Know Standards)
29 C.F.R. § 1910.1050, App. B (Substance Technical Guidelines)

Cross References: Policy 420 (Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions)

Policy 807 (Health and Safety Policy)



Rock Ridge Public
Schools
1405 Progress

Adopted: September 28, 2020

Revised: November 9, 2020

Reviewed: _____

**409 EMPLOYEE PUBLICATIONS, INSTRUCTIONAL MATERIALS, INVENTIONS,
AND CREATIONS**

I. PURPOSE

The purpose of this policy is to identify and reserve the proprietary rights of the school district to certain publications, instructional materials, inventions, and creations which employees may develop or create, or assist in developing or creating, while employed by the school district.

II. GENERAL STATEMENT OF POLICY

Unless the employee develops, creates or assists in developing or creating a publication, instructional material, computer program, invention or creation entirely on the employee's own time and without the use of any school district facilities or equipment, the employee shall immediately disclose and, on demand of the school district, assign any rights to publications, instructional materials, computer programs, materials posted on websites, inventions or creations which the employee develops or creates or assists in developing or creating during the term of employee's employment and for two (2) years thereafter. In addition, employees shall sign such documents and perform such other acts as may be necessary to secure the rights of the school district relating to such publications, instructional materials, computer programs, materials posted on websites, inventions and/or creations, including domestic and foreign patents and copyrights.

III. NOTICE OF POLICY

The school district shall give employees notice of this policy by such means as are reasonably likely to inform them of this policy.

Legal References: Minn. Stat. § 181.78 (Agreements; Terms Relating to Inventions)
17 U.S.C. § 101 *et seq.* (Copyrights)

Cross References: None



Rock Ridge Public
Schools
1405 Progress

Adopted: July 27, 2020

Reviewed: _____

412 EXPENSE REIMBURSEMENT

I. PURPOSE

The purpose of this policy is to identify school district business expenses that involve initial payment by an employee and qualify for reimbursement from the school district, and to specify the manner by which the employee seeks reimbursement.

II. AUTHORIZATION

All school district business expenses to be reimbursed must be approved by the supervising administrator. Such expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district business-related expenses.

III. REIMBURSEMENT

- A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.
- B. Automobile travel shall be reimbursed at the mileage rate set by the school board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.

IV. AIRLINE TRAVEL CREDIT

- A. Employees utilizing school district funds to pay for airline travel are required to ensure that any credits or other benefits issued by any airline accrue to the benefit of the school district rather than the employee.
 - 1. To the extent an airline will not honor a transfer or assignment of credit or benefit from the employee to the school district, the employee shall report receipt of the credit or benefit to the designated administrator within 90 days of receipt of the credit or benefit.
 - 2. Reports of the receipt of an airline credit or benefit shall be made in writing and shall include verification from the airline as to the credit or benefit

received. Reimbursement for airline travel expenses will not be made until such documentation is provided.

- B. Employees who have existing credits or benefits issued by an airline based upon previously reimbursed airline travel for school district purposes will be required to utilize those credits or benefits toward any subsequent airline travel related to school district purposes, prior to reimbursement for such travel, to the extent permitted and/or feasible.
- C. The requirements of this section apply to all airline travel, regardless of where or how the tickets are purchased.

V. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

The superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

Legal References: Minn. Stat. § 15.435 (Airline Travel Credit)
Minn. Stat. § 471.665 (Mileage Allowances)
Minn. Op. Atty. Gen. 1035 (Aug. 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. 161b-12 (Aug. 4, 1997) (Transportation Expenses)
Minn. Op. Atty. Gen. 161B-12 (Jan. 24, 1989) (Operating Expenses of Car)

Cross References: Policy 214 (Out-of-State Travel by School Board Members)



Rock Ridge Public
Schools
1405 Progress

Adopted: September 28, 2020

Reviewed: _____

421 GIFTS TO EMPLOYEES AND SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to avoid the appearance of impropriety or the appearance of a conflict of interest with respect to gifts given to school district employees and school board members.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that students, parents, and others may wish to show appreciation to school district employees. The policy of the school district, however, is to discourage gift-giving to employees and to encourage donors instead to write letters and notes of appreciation or to give small tokens of gratitude as memorabilia.
- B. A violation of this policy occurs when any employee solicits, accepts, or receives, either by direct or indirect means, a gift from a student, parent, or other individual or organization of greater than nominal value.
- C. A violation of this policy occurs when any employee solicits, accepts, or receives a gift from a person or entity doing business with or seeking to do business with the school district. Employees may accept items of insignificant value of a promotional or public relations nature or a plaque with a resale value of \$5 or less with an inscription recognizing an individual for an accomplishment. The superintendent has discretion to determine what value is “insignificant.”
- D. Teachers may accept from publishers free samples of textbooks and related teaching materials.
- E. This policy applies only to gifts given to employees where the donor’s relationship with the employee arises out of the employee’s employment with the school district. It does not apply to gifts given to employees by personal friends, family members, other employees, or others unconnected to the employee’s employment with the school district.
- F. An elected or appointed member of a school board, a school superintendent, a school principal, or a district school officer, including the school business official, may not accept a gift from an interested person.

III. DEFINITIONS

- A. “Gift” means money, real or personal property, a service, a loan, a forbearance or forgiveness of indebtedness, or a promise of future employment that is given without something of equal or greater value being received in return.
- B. “Interested person” means a person or a representative of a person or association that has a direct financial interest in a decision that a school board member, a superintendent, a school principal, or a district school officer is authorized to make.
- C. “Financial interest” means any ownership or control in an asset which has the potential to produce a monetary return.

IV. PROCEDURES

Any employee considering the acceptance of a gift shall confer with the administration for guidance related to the interpretation and application of this policy.

V. VIOLATIONS

Employees who violate the provisions of this policy may be subject to discipline, which may include reprimand, suspension, and/or termination or discharge.

Legal References: Minn. Stat. § 10A.07 (Conflicts of Interest)
Minn. Stat. § 10A.071 (Prohibition of Gifts)
Minn. Stat. § 15.43 (Acceptance of Advantage by State Employee; Penalty)
Minn. Stat. § 471.895 (Certain Gifts by Interested Persons Prohibited)

Cross References: Policy 209 (Code of Ethics)
Policy 210 (Conflict of Interest – School Board Members)
Policy 306 (Administrator Code of Ethics)



Health Plan Rate Confirmation for:

Rock Ridge ISD 2909

Effective Date: 9/1/2024

INSTRUCTIONS:

Please complete and return a signed copy of this rate confirmation to your Service Cooperative Representative no later than: 7/1/2024

Check the plans that are to be implemented on the effective date by entering a "yes" or "no" in the "Elect this plan?" column.

If applicable, verify broker fees or commissions and information listed below that apply to the group's policy as of the effective date.

If applicable, the cost of commissions listed below are included in the monthly premium rates. Any changes to the commissions noted below will change the rates accordingly.

Plan(s)	Description(s)	Coverage	Contracts *	Current Rates	MONTHLY RATES	Elect this plan? Yes / No
					EFFECTIVE 9/1/2024	
1	MSI PP MN 0%-25	Single	63	\$879.68	\$1,007.24	_____
		Family	37	\$2,344.38	\$2,684.32	_____
2	MSI PP MN 1850-0% VEBA	Single	38	\$769.74	\$881.36	_____
		Family	41	\$2,051.40	\$2,348.84	_____
3	MSI PP MN 200-20%	Single	0	\$892.10	\$1,021.48	_____
		Family	0	\$2,377.52	\$2,722.26	_____
TOTAL ALL PLANS			Monthly Premium	\$255,519	\$292,570	
			Annual Premium	\$3,066,233	\$3,510,841	
* Based on the group's most recent enrollment data. Rates are guaranteed for one year beginning 9/1/2024.			% Annual Adjustment		14.5%	
			\$ Annual Adjustment		\$444,608	

Broker commissions included?	No	\$0.00 per contract/mo	0.00%	of total plan premium
Brokerage agency	_____ Broker name _____			

Plans, Monthly Rates and Commissions (if applicable) approved by:

Print name: _____

for: Rock Ridge ISD 2909

Signature: _____

Date: _____

Health Plan Descriptions (see SBCs and SPDs for details) for: Rock Ridge ISD 2909		Effective: 9/1/2024
Plan 1:	MSI PP MN 0%-25	\$0/0 Ded, \$25, 100/0% Coins, \$6350/12700 OOP, \$7/15/15 No Prev Rx, (OON: 0/0, 0%, 6350/12700) DED/OOP Comb INN & OON Embedded
Plan 2:	MSI PP MN 1850-0% VEBA	\$1850/3700 Ded, 100/0% Coins, \$1850/3700 OOP, Ded/Coins No Prev Rx, (OON: 1850/3700, 0%, 1850/3700) DED/OOP Comb INN & OON Embedded
Plan 3:	MSI PP MN 200-20%	\$200/400 Ded, 80/20% Coins, \$600/1200 OOP, \$7/15/15 No Prev Rx Separate Rx OOP Max \$2000/4000, (OON: 200/400, 20%, 600/1200) DED/OOP Comb INN & OON 4Q Carryover Embedded

FOR MHC INTERNAL USE ONLY			
Underwriting approval:	_____	Date:	_____
Financial approval:	_____	Date:	_____
<u>Notes:</u>			

Rock Ridge Public Schools Insurance Renewal

	2023-2024	2024-2025
EMC		
Property Insurance	\$ 481,418.02	\$ 446,701.45
RAM		
Worker's Compensation	<u>\$ 138,683.00</u>	<u>\$ 115,649.00</u>
Total	\$ 620,101.02	\$ 562,350.45
Total Savings:		\$ 57,750.57

ISD #2909 RESOLUTION

Resolution to Enter into Guaranteed Energy Savings Contract for Solar

WHEREAS, the ISD # 2909 School Board makes provision for its Board Chair to sign Guaranteed Energy Savings Contracts for the installation of solar arrays, AND

NOW THEREFORE BE IT RESOLVED, that the School Board authorizes its Board Chair to sign the Guaranteed Energy Savings Contracts with iDEAL Energies and iDEAL Energies Solar Leasing.

Adopted by the School Board at their regular board meeting held on _____, 2024.

Name

Board Chair

Name

Board Clerk

Guaranteed Energy Savings Contract Program Summary

The Solar Projects at ISD #2909 are being installed pursuant to a Guaranteed Energy Savings Contract (“GESc”) with Ideal Energies (“Ideal”).

GESc’s are defined in Minnesota Statutes MS 431.345 Subd. (13)(b), and are contracts with qualified parties (Ideal) related to energy conservation measures designed to reduce energy consumption or long-term operating costs, and are a means of complying with Minnesota bidding law requirements. GESc’s are required to include a written guarantee that savings from implementing the energy conservation measures will meet or exceed the cost of the energy conservation measures, and that notice be published prior to a public (School Board) meeting.

The contracts with Ideal require no capital outlay from the District and provide a written guarantee providing that installing the solar projects will reduce the District’s long-term operating cost. Operating costs are reduced because the energy cost paid for the energy from the solar array is less than the energy cost paid to the utility for the same energy otherwise provided from the grid.

To date, iDEAL has installed 200 solar arrays at 40 MN School Districts.

**Amended Joint Powers Agreement Relating to Independent School District No. 6076,
Northland Learning Center**

Addition to the JPA:

Article VIII, Section 2:

Any party rescinding their decision to withdraw prior to the effective date of the withdrawal, shall be responsible for any and all additional costs where there are changed circumstances which could cost the NLC money or damages.

AMENDED JOINT POWERS AGREEMENT RELATING TO INDEPENDENT SCHOOL DISTRICT NO. 6076, NORTHLAND LEARNING CENTER

THIS AGREEMENT is made pursuant to Minn. Stat. §471.59.

**ARTICLE I.
PARTIES**

The parties to this Agreement are the following governmental units and political subdivisions of the State of Minnesota:

- Independent School District No. 695, Chisholm
- Independent School District No. 696, Ely
- Independent School District No. 2909, Rock Ridge
- Independent School District No. 2711, Mesabi East
- Independent School District No. 712, Mountain Iron-Buhl
- Independent School District No. 707, Nett Lake
- Independent School District No. 2142, St. Louis County
- Independent School District No. 166, Cook County
- Independent School District No. 361, International Falls, MN.

**ARTICLE II.
GENERAL PURPOSE**

Section 1. Purpose. The general purpose of this Agreement is to create a Northland Joint Powers Board to organize, manage, undertake, implement and accomplish all the purposes, functions, services and programs designed and intended to:

- a) Ensure that all children with disabilities residing within the service area of the parties hereto have available to them a free and appropriate public education that emphasizes special education and related services to meet their unique needs and to prepare them for employment and independent living; and
- b) Meet the needs of those students whose experience in a traditional learning and educational environment has not been particularly beneficial or successful

so as to better assure them a quality and efficacious educational and learning experience.

ARTICLE III. JOINT GOVERNING BOARD

Section 1. Creation. A joint board, hereinafter called and referred to as the Northland Joint Powers Board, shall be formed and created by each of the parties hereto upon approval and execution of this agreement.

Section 2. Members. The Northland Joint Powers Board shall consist of nine (9) members who shall be selected and appointed by the governing bodies of the parties hereto within 45 days after the approval and execution of this agreement. Each party to this agreement shall appoint and select its superintendent as its representative to the joint powers board. Should there be a vacancy in the position of superintendent, the party may appoint a member of its governing board or other administrator to the joint powers board until such time as the vacancy has been filled.

Each member of the joint powers board shall have one (1) vote.

Section 3. Vacancy. A vacancy occurs on the joint powers board upon the happening of one of the following:

- a) Resignation or death of a member of the board;
- b) A member is no longer employed by or associated with the governmental entity by whom the appointment was made;
- c) The member's appointment to the joint powers board is rescinded or terminated by a two-third (2/3rds) vote of the full membership of the board of the governmental unit which made the appointment;

d) A member no longer holds one of the positions set forth in Section 2 herein.

When a vacancy occurs, it shall be filled within 30 days by the governmental unit which had made the appointment from which the vacancy occurs.

Section 4. Expenses. All members of the joint powers board shall serve without compensation or reimbursement for any expense incurred in the performance of the duties contemplated by the agreement.

ARTICLE IV. MEETINGS

Section 1. Regular Meetings. The joint powers board shall have at least one regular meeting per month at a time, date and site to be determined and set by the joint powers board at its first meeting; and thereafter determined on an annual basis.

Section 2. Special Meetings. Special meetings of the joint powers board may be called by the chairperson, or any two (2) other members of the joint powers board, upon three (3) days written notice to each member of the board. Said notice shall contain the date, time, place and purpose of the special meeting.

Section 3. Open Meeting Compliance. All meetings of the Northland Joint Powers Board, or any of its committees, shall be in full compliance with the Minnesota Open Meeting Law.

Section 4. Quorum. A quorum of the Northland Joint Powers Board shall consist of a majority of the full membership of the board. A quorum shall be necessary to conduct or transact any business. If a quorum is not present, no business can or shall be conducted. A majority of those present shall be necessary for approval or passage, unless otherwise provided herein. Abstentions shall be considered as a vote with the majority of those voting

on an issue.

Section 5. Executive Director Attendance. If an executive director is hired and employed by the Northland Joint Powers Board, the executive director shall attend all regular meetings, and those special and committee meetings as directed by the board.

Section 6. Minutes. Written minutes shall be kept and maintained at each meeting of the Northland Joint Powers Board, and shall be approved by the board at its next regular meeting. Copies of all minutes, whether or not formally approved by the board, and notices of all meetings, shall be provided to the parties to this agreement without unnecessary delay.

ARTICLE V. OFFICERS AND ADMINISTRATIVE ISSUES

Section 1. Election. At the first meeting of the Northland Joint Powers Board, and its first regular meeting of each year thereafter, the board shall elect from its membership the following: a chairperson, a vice-chairperson, a secretary who will maintain the minutes of all meetings and all business conducted, and a treasurer who will keep accurate records of all accounts, receipts, and expenditures. The offices of secretary and treasurer may be combined. The treasurer shall be properly bonded (as shall the executive director, if one is hired).

Section 2. Funds, Expenditures, Authorized Signatures.

a) The Northland Joint Powers Board may name one or more federal insured banks or savings institutions as official depositories, and the treasurer shall promptly deposit all funds in said depositories as the chief fiscal officer of the board and the guardian of its funds. However, at its option, the Northland Joint Powers Board may, on an annual basis, contract for fiscal and financial services with any of the parties to this

agreement.

b) No expenditures shall be made by any employee or officer of the joint powers board without being approved by the board at a properly conducted meeting. No bills or claims shall be paid unless and until approved by the joint powers board.

c) All checks or drafts shall require the signature of both the treasurer and the chairperson, but the joint powers board may develop a procedure providing for the signatures of other officers in the absence of the treasurer or chairperson. However, in no event shall a check or draft be issued without the signatures of the two officers.

Section 3. Terms of Office. Officers shall hold office for a term of one (1) year. An officer may serve only while a member of the joint powers board, and may be re-elected to an office. A vacancy in an office shall be filled from the membership of the joint powers board by election, and the officer shall serve the remainder of the unexpired term of the vacated office.

Section 4. Rules, Regulations, By-Laws, and Policies.

a) The Northland Joint Powers Board shall adopt such rules, regulations, by-laws, policies and procedures as it may deem necessary and proper to carry out its affairs, purpose, and mission. However, no rules, regulations, by-laws, policies or procedures shall be adopted which conflict with the provisions of this agreement, or with federal or state law, rules or regulations.

b) All rules, regulations, by-laws, policies and procedures, and any amendments or changes thereto, must be approved by each of the parties to this agreement. Any changes or amendments to rules, regulations, by-laws, policies or procedures may only be approved by a majority of the full membership of the board or

council of each party to this agreement.

**ARTICLE VI.
GENERAL POWERS AND DUTIES OF THE
NORTHLAND JOINT POWERS BOARD**

Section 1. General Powers.

a) The joint powers board shall have and exercise all powers which may be necessary to enable it to perform and carry out the powers, duties, and responsibilities necessary and appropriate to fulfill its general purpose and its specific mission:

1) To set up, create, establish, implement, and operate a special education program designed and intended to better ensure that all children with disabilities have available to them a free and appropriate education that emphasizes special education and related services designed to meet their unique needs and prepare them for employment and independent living; and to provide a process and mechanism to assess the effectiveness of the effort to educate children with disabilities.

2) To set up, create and establish a Northland Learning Center designed to meet the needs of learners with unique learning styles, and for those students whose experience in traditional learning environments has not been beneficial or successful. The Northland Learning Center will seek to enable all students to achieve success, to become self-directed, responsible, and productive citizens. The implementation of non-traditional teaching methods, skilled training, work experience options, and a full array of related services will assure a quality educational learning experience to those students who would best benefit therefrom.

b) The joint powers board shall develop, adopt, and implement all policies and procedures necessary to carry out and accomplish the initiatives, goals and desired outcomes intended and contemplated by its general purpose and mission statement.

c) The joint powers board shall have the power to make cooperative agreements with any other governmental units or non-profit corporations not parties to this agreement when such agreements would prove advantageous and beneficial to

carrying out and fulfilling its general purpose and mission statement.

Section 2. Personnel.

a) The Northland Joint Powers Board shall have the power to employ an individual to serve as executive director of and for its services and programs, and to help and direct the board in carrying out its purpose and mission. The salary and benefits paid to the executive director shall annually be determined by the joint powers board. The hiring and employment of the executive director must be approved by at least a majority of the full membership of the Northland Joint Powers Board. The job description and qualifications of the executive director shall be determined by the joint powers board and approved by a majority of the full membership of the board.

The joint powers board shall negotiate and enter into a written contract with the executive director. The employment rights of the executive director shall be subject to and governed by Minn. Stat. §122A.40.

b) The Northland Joint Powers Board shall also have the power to hire and employ other personnel in order to carry out its duties, purpose and mission. Each such action to hire shall require the vote of a majority of the full membership of the joint powers board.

c) The Northland Joint Powers Board shall establish and adopt non-discriminatory procedures and policies with regard to the hiring and employment of an executive director and any other employees. Any and all vacancies must be properly posted and advertised, and all hiring practices shall be in compliance with federal and state law, rule and regulation.

d) Any volunteers working in any of the programs or activities of the

Northland Joint Powers Board must have prior approval of a majority of the full membership of the joint powers board.

e) All individuals hired or employed by the Northland Joint Powers Board, including the executive director, and any volunteers working in any of its programs, must undergo and successfully complete both a criminal history background check and an employment background check as a condition to being offered employment prior to performing services.

f) The Northland Joint Powers Board shall establish such personnel policies, job descriptions and qualifications as it deems necessary and appropriate to apply to the executive director and other employees and staff.

g) The executive director and all other staff and personnel, except personnel assigned to perform services pursuant to a contract for services or independent contractor agreement, shall be considered employees of the Northland Joint Powers Board, and shall not be considered as employees of any member or party to this agreement.

h) The salary, workers' compensation insurance, other benefits, and other expenses of the executive director and all other staff and personnel shall be paid from the funds of the Northland Joint Powers Board in accordance with the provisions of this agreement.

i) The Northland Joint Powers Board shall supervise and oversee the position of the executive director. All other staff and personnel hired by the joint powers board shall be supervised by the position of the executive director.

j) Any professional employee falling with the definition of a teacher as set

forth in Minn. Stat. §122A.40, Subd. 1, shall sign and execute a contract with the joint powers board, and shall have employment rights as set forth in and by Minn. Stat. §122A.40.

All other employees hired by the joint powers board shall have employment rights as set forth and provided in and by PELRA.

Should any employee or group of employees, properly organized under and pursuant to state and federal law for the purpose of collective bargaining, the provisions of any collective bargaining agreement, to the extent that they are not inconsistent with law or administrative or agency rule, shall prevail.

k) Neither the executive director or any other employee of the joint powers board shall have the power or authority to in any way bind the Northland Joint Powers Board, or any of the parties to this agreement, to any agreement or contract, or to the expenditure of any funds, or to create any other form of debt or legal obligation.

Section 3. Contracts.

a) The Northland Joint Powers Board may contract for and make purchases of materials, supplies, equipment, services, including financial, accounting, bookkeeping, administrative and/or professional services, and such other items as it may deem necessary to carry out its purpose and mission. All such contracts, when required by law, may only be made or let in full compliance and in accordance with the letter and spirit of the Uniform Municipal Contracting Act and/or other competitive bidding requirements. It shall be the responsibility of the joint powers board to make certain, as far as possible, that it is getting the best bargain for the smallest expenditure.

b) Any contracts entered into by the Northland Joint Powers Board shall not extend beyond the legal existence of the joint powers board, and must contain language specifying that the contract and underlying obligation is the sole responsibility of the joint powers board.

c) The Northland Joint Powers Board may not deficit spend.

d) The Northland Joint Powers Board has no power to issue bonds, borrow money, pledge assets, or to otherwise create any indebtedness, except as provided above.

Section 4. Insurance.

a) The Northland Joint Powers Board shall obtain comprehensive general liability and errors and omissions insurance protecting itself, its officers, executive director, and other employees and volunteers, against liability claims which may arise in the ordinary course of carrying-out and conducting its mission, purpose and programs, in amounts which at least comply with the requirements of Minn. Stat. § 466.04. All such policy(s) shall name the parties hereto as additional named insureds.

b) Said policy(s) shall provide for thirty (30) days notice of cancellation to the parties hereto, and provide for the ability of the parties hereto pay premiums in the event of non-payment by the Northland Joint Powers Board.

c) The Northland Joint Powers Board can either purchase insurance directly, participate in a pooled self-insurance program with other public entities or governmental units, or acquire its insurance as a rider or in addition to the insurance coverages of any one of the parties to this agreement. But it must be considered a

separate, named insured.

d) The Northland Joint Powers Board shall also obtain and maintain workers' compensation insurance for its executive director and all other employees, and automobile liability insurance for any vehicle owned or leased by the joint powers board.

ARTICLE VII. FINANCIAL MATTERS

Section 1. Funding and revenue. Funding and revenue for the Northland Joint Powers Board may come from various sources, including, but not limited to, grants and gifts. However, it shall be the primary responsibility of the parties to this agreement to adequately fund the Northland Joint Powers Board. The total amount necessary to fund the joint powers board shall be determined on an annual basis, but may be re-examined and adjusted as necessary, and as approved by each of the parties. The contribution of each party shall be determined based on total school district enrollment. The parties agree that the amount to be paid by each party to the joint powers board shall be paid quarterly with the first payment due on or before July 1 of each year.

Section 2. Budget. The Northland Joint Powers Board shall submit a proposed budget and written comprehensive program report to each of the parties hereto no later than the second Monday of April of each year of this agreement. The comprehensive program report shall set forth the proposed plans and programs for the ensuing school year. Each party shall have until June 1 to approve the proposed budget and program report. At that time, the parties shall also determine the expected contribution of each of the ensuing school year. If the parties are unable to come to an unanimous agreement on the budget for the ensuing year, the budget for said year shall be equal

to the last budget approved. The Northland Joint Powers Board shall only spend more than that which has been budgeted when there are sufficient other revenues to guarantee that the board shall not deficit spend in a fiscal year.

The Northland Joint Powers Board may set, establish, collect and receive charges and user's fees in conjunction with any of its programs. Any such charges and fees must be approved by a majority of the full membership of the joint powers board. Any funds derived in this fashion shall be considered in and during the budgeting process to determine the contribution obligation of the parties hereto.

Section 3. Reserve Funds. The Northland Joint Powers Board may accumulate reasonable reserve funds, if any, for the purpose of operating its services and programs, and it may invest such funds not currently needed for program operation in a manner consistent with, and subject to, the laws of the state of Minnesota applicable to cities, counties and school districts.

Section 4. Fiscal Year. The fiscal year of the Northland Joint Powers Collaborative shall be July 1 through June 30.

Section 5. Annual Audit. An audit of all funds and accounts of the Northland Joint Powers Board shall be made annually, with the cost of said audit to be at the expense of the Joint Powers Board. Said audit must be conducted by an auditing firm familiar with auditing practices and procedures accepted, recognized and approved by the state of Minnesota. A copy of said audit must be provided to each of the parties hereto.

ARTICLE VIII. DURATION

Section 1. Continuing Existence. This agreement, and the Northland Joint Powers Board created thereby, shall continue in existence from year to year until terminated at

any time by a majority vote of the full board or council of all the parties hereto.

Section 2. Withdrawal of Parties. Any party may withdraw from this agreement by giving a one-year written notice of the party's intent to do so to each of the other parties. The effective date of withdrawal shall be considered to be the 366th day following the receipt of the required written notice by all of the other parties to this agreement. A withdrawing party shall continue to give contributions and compliance with this agreement through the effective date of withdrawal. The term of office of the member of the Northland Joint Powers Board representing the withdrawing party shall cease to exist on the effective date of withdrawal. Notice of withdrawal may be rescinded at any time prior to the effective date of withdrawal. Any withdrawing party shall continue to be held responsible for any liabilities and obligations incurred prior to withdrawal. Any party rescinding their decision to withdraw prior to the effective date of the withdrawal, shall be responsible for any and all additional costs where there are changed circumstances which could cost the NLC money or damages.

Section 3. Division of Assets.

a) Upon Termination of Agreement.

Upon termination or dissolution of this agreement, all real and personal property of the Northland Joint Powers Board shall be utilized, as a first priority, to pay off any existing or contingent liabilities. Upon the payment of all existing and contingent liabilities, any and all surplus monies and property shall be returned to the remaining parties to this agreement in proportion to each party's total contribution (with reference to Article VIII., Section 1., Subpart a)) over the three years prior to termination, or as otherwise agreed upon by the parties.

- b) Upon Withdrawal.

Should a party withdraw from this agreement in accordance with Article VIII., Section 2, Subpart a), that party shall waive and forego any right or interest it shall have in and to the real or personal property of the Northland Joint Powers Board.

ARTICLE IX. DISPUTE AND DEFAULT PROCEDURE

Section 1. Disputes. If any party shall fail or refuse to fulfill or fully perform any obligation or covenant required by this agreement, or should there be any dispute or disagreement among or between the parties as to the interpretation or application of the terms of this agreement, the parties agree that the matter shall be submitted to binding arbitration in accordance with the Uniform Arbitration Act, as codified by the laws of the state of Minnesota.

Section 2. Arbitration Procedure.

a) Any party seeking arbitration must provide a written statement to all the other parties to this agreement clearly setting forth and outlining the dispute or disagreement, the issues being raised, and the remedy sought. Within thirty (30) days of the receipt of the written statement, the parties agree to meet, conciliate and attempt to informally resolve the matter. If resolution cannot be reached within thirty (30) days, the party(s) submitting the written statement may petition for arbitration through the Minnesota Bureau of Mediation Services (BMS). BMS shall submit a list of seven potential arbitrators. The parties shall, within fifteen (15) days of receipt of this list, rank each of the potential arbitrators by number, with one being the highest, etc. The arbitrator having the highest ranking among all the parties shall be selected as the arbitrator in the matter. However, the parties may, by unanimous agreement, select one

(1) arbitrator from the list, or may select any other qualified individual(s).

b) Within thirty (30) days after the selection of the arbitrator, the arbitrator shall commence a hearing on the dispute. The hearing may be recorded or transcribed at the request and expense of any party. The public shall be given notice of the hearing, and the hearing shall be open to the public. The arbitrator shall prepare written findings and make a written decision within thirty (30) days of the close of the hearing, and the arbitrator's decision shall be served by mail upon all parties to this agreement.

Section 3. Arbitrator's Authority. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from , the terms and conditions of this agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in the written statement, and shall have no authority to make a decision on any other issues not so submitted. The arbitrator shall be without power to make a decision contrary to, or inconsistent with, or modifying or varying in any way, those laws, rules or regulations pertaining to the parties hereto and all governmental units in the state of Minnesota.

Section 4. Costs of Arbitration. Each party shall pay its own costs and attorney's fees associated with the arbitration process, except as otherwise provided herein.

Section 5. Judicial Relief.

Any party may seek judicial relief to the extent authorized by Minn. Stat. § 572.08 through § 572.30, as amended, or where any party fails to participate in a good faith and timely fashion in the arbitration process as set forth herein. If judicial relief is sought to compel a party to participate in good faith and in a timely fashion in the

arbitration process, after said party has refused or failed to do so, costs, including reasonable attorney's fees, shall be awarded to the prevailing party(s). In any other effort to seek judicial relief, each party shall pay its own costs and attorney's fees.

ARTICLE X. GENERAL PROVISIONS

Section 1. Amendments. This agreement may be amended from time to time, but any such amendment must be in written form and approved by all of the parties to this agreement.

Section 2. New Members. Any new government unit, or other governmental entity contemplated by Minn. Stat. § 471.59 may be added to this agreement and to the joint powers board by receiving the approval of all other parties to this agreement. Once approved, the contribution and other obligations of the new member(s) shall be set forth in written fashion by amending this agreement, and the new member(s) shall be fully obligated and bound by the terms of this agreement. Any such new member will have one (1) representative on the joint powers board as set forth in Article III., Section 2, unless otherwise provided.

Section 3. Address for Services of Notice on Documents.

All notices, statements, or other written documents required to be given under the agreement shall be in written form, and shall be considered service and received if delivered personally or if deposited in the United State First Class Mail, postage prepaid, as follows:

Independent School Districts No. 695, Chisholm
300 SW 3rd Avenue
Chisholm, MN 55719

Independent School District No. 696, Ely
600 E. Harvey Street
Ely, MN 55731

Independent School District No. 2909, Rock Ridge
1405 Progress Parkway
Virginia, MN 55792

Independent School District No. 2711, Mesabi East
601 North 1st Street West
Aurora, MN 55705

Independent School District No. 712, Mountain Iron-Buhl
8659 Unity Drive
Mountain Iron, MN 55768

Independent School District No. 707, Nett Lake
13090 Westley Drive
Nett Lake, MN 55771

Independent School District No. 2142, St. Louis County
1701 North 9th Avenue
Virginia, MN 55792

Independent School District No. 166, Cook County
PO Box 1030
Grand Marais, MN 55604

Independent School District No. 361, International Falls
1515 11th Street
International Falls, MN 56649

Section 4. Savings Clause. Should any provision of this agreement be found unlawful or invalid, the other provisions of this agreement shall remain in full force and effect if, by doing so the purpose of this agreement, taken as a whole, can be reached, fulfilled, and made operative. Should any provision be found unlawful or invalid, the parties shall attempt to agree upon an amendment to this agreement to replace that portion that has been determined to be unlawful or invalid.

**ARTICLE XI.
EFFECTIVE DATE**

This amendment is intended to continue without interruption the original Agreement between the parties which had an effective date of July 1, 2000 and the Amended Agreement dated in 2020. This Amendment shall be effective upon the approval of the governing board of each party.

IN WITNESS WHEREOF, each party executed this Amended Agreement pursuant to the authority of resolutions passed and approved by their respective governing bodies, which are incorporated herein by this reference.

INDEPENDENT SCHOOL DISTRICT NO. 695
Chisholm

Dated: _____, 2024

By _____
School Board Chair

INDEPENDENT SCHOOL DISTRICT NO. 696
Ely

Dated: _____, 2024

By _____
School Board Chair

INDEPENDENT SCHOOL DISTRICT NO. 2909
Rock Ridge

Dated: _____, 2024

By _____
School Board Chair

INDEPENDENT SCHOOL DISTRICT NO. 2711
Mesabi East

Dated: _____, 2024

By _____
School Board Chair

INDEPENDENT SCHOOL DISTRICT NO. 712
Mountain Iron-Buhl

Dated: _____, 2024

By _____
School Board Chair

INDEPENDENT SCHOOL DISTRICT NO. 707
Nett Lake

Dated: _____, 2024

By _____
School Board Chair

INDEPENDENT SCHOOL DISTRICT NO. 2142
St. Louis County

Dated: _____, 2024

By _____
School Board Chair

INDEPENDENT SCHOOL DISTRICT NO. 166
Cook County

Dated: _____, 2024

By _____
School Board Chair

INDEPENDENT SCHOOL DISTRICT NO. 361
International Falls

Dated: _____, 2024

By _____
School Board Chair



SPECIFIC SERVICES CONTRACT 2024-2025

This contract, between the Arrowhead Regional Computing Consortium (hereinafter ARCC) and Independent School District No. 2909 – ROCK RIDGE (hereinafter MEMBER), outlines that:

WHEREAS, ARCC, pursuant to Minnesota Statutes 1974, Section 471.59, is empowered to exercise all functions common to its members and as such is authorized to enter into contracts for service, and,

WHEREAS, MEMBER, has formally resolved to participate in specific services, and,

WHEREAS, ARCC is capable and responsible in providing such services,

THEREFORE, BE IT RESOLVED that the parties to this contract agree to the following provisions:

1. ARCC will take actions necessary and appropriate to accomplish the tasks as defined by the Joint Powers Agreement and its By-Laws to service the MEMBER needs.
 - a. Employ staff necessary to provide training*, development, implementation, reporting and operational support of the services available, including:
 - Statewide Finance System (SMART Finance) software, development, training and support
 - Training, editing, reporting and submission of UFARS data to the Minnesota Department of Education
 - School finance procedures particular to the state of Minnesota
 - Statewide Personnel/Payroll System (SMART HR) software, development, training and support
 - Training, editing, reporting and submission of STAR data to the Minnesota Department of Education
 - Assistance with the Affordable Care Act: tracking, compliance and reporting and assistance in providing employee wage theft statement to district employees
 - Training, editing, reporting and submission of MARSS and EdFi data from Infinite Campus, PowerSchool and other student information systems to the Minnesota Department of Education

- Training and support on submission of MCCC, Early Education, and other required student data from the Infinite Campus and PowerSchool student information system to the Minnesota Department of Education
- Downloading of statewide student test results from the Minnesota Department of Education and importing that data to the Infinite Campus Student Information System, third party integration
- Federal E-Rate support, Minnesota Telecom Equity Aid support

*Training will include time appropriate meals and refreshments at no additional charge.

- b. Maintain appropriate records and procedures for backup of Member’s data that is housed on ARCC’s servers.
 - c. Provide consultation and advice to MEMBER for conversion and implementation of selected services.
 - d. Use all means available and appropriate to provide MEMBER with services and supplies at the least cost.
 - e. Maintain all systems and services.
 - f. Maintain confidentiality of MEMBER’s data.
 - g. Employ safeguards to defend the security of data stored in said computer systems against unauthorized access and will respect the privacy of the MEMBER.
2. MEMBER agrees to follow guidelines for data input and control, turnaround time and other, as may be established by the ARCC Governance Board.
 3. MEMBER will make payments for services and supplies invoiced, on the appropriate due dates.
 - a. Selected services are:

X	Finance/Accounting - Support and Training
X	Payroll/HR – Support and Training
	Infinite Campus – Support, Training, MARSS, Ed Fi & Other Mandated Reporting
	Power School – Support, Training, MARSS, EdFi & Other Mandated Reporting
	MARSS/EdFi Support Only – No other Student Information
X	System Support

- b. Invoices for the above selected services will be due and payable on:
July 1, 2024 and January 1, 2025.

c. Additional invoices, if any, during the year will contain detail sufficient to support the invoiced amounts of project services received and forms costs.

4. The ARCC Governance board has set 2024-2025 service rates, as follows:

Membership Fee	\$3,500.00 plus \$4.75 per Adjusted Pupil Unit (APU), final prior year count
Finance/Accounting	\$15.75 per APU, final prior year count
Personnel/Payroll	Based on prior February 1 through January 31 usage \$55.00 per payroll processed, plus \$.40 per Check, ESS or Direct Deposit processed, plus \$11.75 per APU, final prior year count
Student Records	Infinite Campus: \$10.75 per APU, final prior year count, including \$5,550.00 minimum, plus \$.80 per APU Campus Learning (required) PowerSchool. \$5,550 for the first 500 students. \$8.00 per each additional student. Other Systems: \$2,450.00 MARSS editing/reporting
Bank Reconciliation	\$100 per hour
Project Services	\$125.00 per hour, upon request from MEMBER (example: report writing, data conversion, short and long term business manager and payroll services, Audit preparation/coordination etc.)

5. The ARCC Governance Board retains the right to alter the established rates for computer services on or before June 30 of any year.

6. MEMBER understands that ARCC will assist them in filing for their federal discounts on telecommunication costs through the Universal Service Administrative Company (E-rates). Due to timing of the E-rate cycle, application for 2025-2026 discounts will be made in 2024-2025.

7. This contract shall be in effect on July 1, 2024, and shall remain in effect through June 30, 2025. Services selected in this contract allow for processing and reporting of 2024-2025 activity, as well as processing and reporting of 2023-2024 activity during the contract period.

8. A 180 day notice is required to terminate this contract.
9. MEMBER shall neither assign nor transfer services received under this contract without prior written approval of ARCC.
10. MEMBER agrees to indemnify and save and hold ARCC harmless from any and all claims or causes of action arising out of the performance of this contract by ARCC or ARCC staff or agents. This shall not be construed to bar any legal remedies MEMBER may have for ARCC's failure to fulfill its obligation pursuant to this contract.

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

ARCC:

Meeting Date Approved: May 16, 2024

By: Jennifer Drotts, Clerk/Treasurer of Board

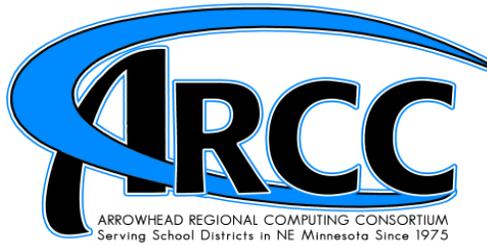


MEMBER:

Meeting Date Approved: _____, 2024

By: _____ [Printed Name & Title of Signer]

_____ [Signature]



To: ARCC Member Superintendents

From: Cindy Lee Olson, Executive Director

Subject: 2024-2025 Membership Renewal

Date: May 24, 2023

The ARCC Governance Board recently approved our Fiscal Year (FY) 2024-2025 budget and fee structure. As always, our goal in setting fees is to develop a structure that enables us to maintain the consistent reliable support that you expect from ARCC with minimal changes from year to year.

The following were considerations in setting Fiscal Year 2024-2025 membership fees:

- After the cyber attack, all SMART databases were moved to cmERDC for secure hosting. The cost per database is \$2,385 annually. For our cooperative and joint power organizations, this means we had to increase your Base Membership fee in order to cover those direct costs.
- Your ARCC fees include SMART Software, software enhancements, software training and day to day software support.
- ARCC dues are based on adjusted (weighted) pupil units (APU), and our membership experienced an overall decrease of 233.22 APU, which is -.78%.
- This year, salaries and benefits are 60% of our budget. We work hard to hire and retain quality staff to ensure the quality of service we provide continues.
- We are working with our attorneys to develop policies and procedures. This is a direct result of our cyber attack and not covered by insurance. It is estimated this will cost us \$45,000 this year.
- Facility costs are 12.3% of our budget, this includes lease and utility costs.
- Professional Services are 11.9% of our budget. This includes costs to maintain and improve SMART Finance and SMART HR/Payroll software functionality, licensing,

updates, training and support on all modules; through a partnership with four other regional management information centers.

- A major portion of your ARCC bill may be charged to your Operating Capital fund.
- A minor portion of your ARCC bill is recoverable through State Telecom Equity Aid.

In addition to establishing our budget and fee structure in May, the ARCC Governance Board makes decisions on our service model. The following is a brief summary of some of those recent decisions:

- We continue to support districts who use both Infinite Campus and PowerSchool Student Information Systems. This will include support for MARSS, EdFi, MCCC, CRDC and other mandated reporting requirements. It can also include things like training, database hosting and backups, if districts desire that service.
- Many districts receive "Lack of Segregation" audit findings. Outsourcing bank statement reconciliations can help with that finding. It also keeps the district up to date on reconciliations during the year, which is also a common audit finding. The cost of this service is \$100 an hour.
- In the past we have assisted districts when they have an emergency, sudden turnover, or just need help with a project. The cost for this service is \$125 per hour. This would not include any work we do as a part of training your employees as that is included in your membership billing. It is only for when we are doing the project from start to finish for the district. This service can be limited due to available staffing resources at ARCC.
- We continue to support districts in applying for E-Rate and Telecom Equity Aid funding.

Please feel free to call me at 218-723-1700 x101 (or my cell 218-591-6317) if you have any questions or concerns about your ARCC services, invoice or service model additions. I am also able to meet with your Board if they have questions about ARCC services. Please let me know if you would like me to schedule a visit.

If you plan to make a change in the services you receive, contact us so we may provide you with a revised contract and invoice.

The membership renewal packet is being sent electronically by email this year. The packet includes the following documents to process:

Specific Services Contract – please have your board approve and the clerk sign. Please return a copy of the signed document by email to kburn@arcc.org.

Dues Invoice – please process payment of the enclosed Invoice. Copies will not be sent by U.S. mail.

ARCC staff and I look forward to supporting the vital work you all do!

I would like to recognize and thank the ARCC Governance Board Members for their guidance over the past year(s). The current ARCC Board members are as follows:

2025 ARCC Governance Board Members

School Board Members

Mark Meyer – Hill City
Barb Kalmi – Nashwauk
Bob Rahja – Chisholm
Tim Riordan – Rock Ridge

Superintendents

Richard Aldrich – Hibbing
Reggie Engebritson – Mt Iron
Peter Hardy – Nett Lake
Dan Stifter – Aitkin

Business Managers

Steve Anderson – Proctor
Jennifer Drotts – Deer River/IASC

Instructional Management

Sheri Sanberg – Aitkin

Enclosures:

Summary of ARCC Services
Historical 5-Year Fee Comparison
Fee Legend
Statistic and Fee Change Analysis
Membership Dues Invoice (Also sent to your accounts payable department)

Separate File to Execute and Return to ARCC:

Specific Services Contract (Sign and return a copy to Kara Burn at ARCC, kburn@arcc.org)

Arrowhead Regional Computing Consortium 10 Year Historical Fee Legend

	2024-2025	2023-2024	2022-2023	2021-2022	2020-2021	2019-2020	2018-2019	2017-2018	2016-2017	2015-2016	2014-2015
Formula Allowance	\$7,281	\$7,137	\$6,863	\$6,728	\$6,567	\$6,438	\$6,312	\$6,188	\$6,067	\$5,948	\$5,831
Pupil Type	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Re-weighted Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)	Adjusted Pupil Units (APU)
Base Membership	Flat fee \$3,500 Coops \$2,500	Flat fee \$3,400 Coops \$1,700	Flat fee \$3,250 Coops \$1,625	Flat fee \$3,250	Flat fee \$2,750	Flat fee \$2,500	Flat fee \$2,250				
Membership Dues	APU x \$4.75	APU x \$4.50	APU x \$4.25	APU x \$4.25	APU x \$3.00	APU x \$2.25	APU x \$2.25				
Finance & UFARS	APU x \$15.75 Coops \$1,100	APU x \$15.50 Coops \$1,100	APU x \$15.25 Coops \$1,000	APU x \$15.25 Coops \$1,000	APU x \$15.25 Coops \$1,000	APU x \$15.25 Coops \$1,000	APU x \$15.25	APU x \$15.00	APU x \$14.00	APU x \$12.50	APU x \$12.50
Payroll & STAR Per Pupil Unit	APU x \$11.75	APU x \$11.50	APU x \$11.25	APU x \$11.25	APU x \$11.25	APU x \$11.25	APU x \$11.25	APU x \$11.00	APU x \$10.00	APU x \$8.50	APU x \$8.50
Payroll Processing Per PR Run	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$55 per payroll	\$40 per payroll	\$40 per payroll
Payroll Processing Per Pay Check, ESS and Direct Deposit ACH	\$.40 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each	\$.35 Each
Infinite Campus	APU x \$11.00 (minimum \$5,550+ \$.80 APU)	APU x \$10.75 (minimum \$5,550+ \$.75 APU)	APU x \$10.50 (minimum \$5,550+ \$.50 APU)	APU x \$10.50 (minimum \$5,550+ \$.50 APU)	APU x \$10.00 ((\$5,550 minimum))	APU x \$9.25 ((\$5,500 minimum))	APU x \$8.60 ((\$5,250 minimum))	APU x \$8.60 ((\$5,250 minimum))			
MARSS Reporting for Non Campus Districts	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,450	Flat fee \$2,400	Flat fee \$2,200	Flat fee \$2,200

Color indicates change in fee

Arrowhead Regional Computing Consortium
 Statistic and Fee Change Analysis FY 2023-2024 vs 2024-2025
Rock Ridge

Statistics	2024-2025	2023-2024	\$ Change	% Change
Adjusted Pupil Units	2,617.25	2,684.82	-67.57	-2.52%
Payroll Runs Processed	34	38	-4	-10.53%
PR Forms Processed	5,033	10,853	-5,820	-53.63%
Average Daily Membership	2338	2403	-65	-2.70%

Fee Legend	Unit Measurement	2024-2025	2023-2024	\$ Change	% Change
Base Membership	Per Entity	\$3,500.00	\$3,400.00	\$100.00	2.94%
Membership Dues	Per Adjusted Pupil Unit	\$4.75	\$4.50	\$0.25	5.56%
Finance/UFARS Support	Per Adjusted Pupil Unit	\$15.75	\$15.50	\$0.25	1.61%
Payroll/STAR Support	Per Adjusted Pupil Unit	\$11.75	\$11.50	\$0.25	2.17%
Payroll Runs	Per Payroll Runs Processed	\$55.00	\$55.00	\$0.00	0.00%
Payroll Forms	Per Payroll Forms Processed	\$0.40	\$0.35	\$0.05	14.29%
Infinite Campus/MARSS Support	Per Adjusted Pupil Unit/Min \$5,550 + \$.80 Per APU	\$11.00	\$10.75	\$0.25	2.33%
Other SIS MARSS Support	Per Entity	\$2,450.00	\$2,450.00	\$0.00	0.00%
	Minimum	\$5,550.00	\$5,550.00	\$0.00	0.00%
	Per APU	\$0.80	\$0.75	\$0.05	6.67%

Fees Billed	Unit Measurement	2024-2025	2023-2024	\$ Change	% Change
Base Membership	Per Entity	\$3,500.00	\$3,400.00	\$100.00	2.94%
Membership Dues	Per Adjusted Pupil Unit	\$12,431.94	\$12,081.69	\$350.25	2.90%
Finance/UFARS Support	Per Adjusted Pupil Unit	\$41,221.69	\$41,614.71	(\$393.02)	-0.94%
Payroll/STAR Support	Per Adjusted Pupil Unit	\$30,752.69	\$30,875.43	(\$122.74)	-0.40%
Payroll Runs	Per Payroll Runs Processed	\$1,870.00	\$2,090.00	(\$220.00)	-10.53%
Payroll Forms	Per Payroll Forms Processed	\$2,013.20	\$3,798.55	(\$1,785.35)	-47.00%
Infinite Campus/MARSS Support	Per Adjusted Pupil Unit/Min \$5,550 + \$.75 Per APU	\$0.00	\$0.00	\$0.00	N/A
Other SIS MARSS Support	Per Entity	\$2,450.00	\$0.00	\$2,450.00	N/A

Total		\$94,239.52	\$93,860.38	\$379.14	0.40%
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Analysis of Fee Changes	2024-2025	2023-2024	\$ Change	% Change
Fees Charged per Entity	\$5,950.00	\$3,400.00	\$2,550.00	75.00%
Fees Charged on Pupil Units	\$84,406.32	\$84,571.83	(\$165.51)	-0.20%
Fees Charged on Payroll Usage	\$3,883.20	\$5,888.55	(\$2,005.35)	-34.06%
Total Fee Change	\$94,239.52	\$93,860.38	\$379.14	0.40%



Arrowhead Regional Computing Consortium
 4884 Miller Trunk Hwy Ste 300
 Hermantown Min 55811
 Ph 218.723.1700 Fax 218.723.1923

INVOICE

Number	Date	Page
1989	07/01/2024	Pg 1 of 1

Ext Invoice No Ref:

Bill To: ISD #2909
 ROCK RIDGE PUBLIC SCHOOL
 1405 PROGRESS PKWY
 EVELETH MN 55734

Email: steph.mcdermid@rrps.org
 FY25 Membership billing

Customer	Cus Phone	Cus Fax	Terms	Due Date
1-1131			Due on Receipt	07/01/2024
ISD #2909				

No.	SKU Code/Description/Comments	U/M	Units	Rate	Total
1	Base Membership Dues		1.00	3,500.00	3,500.00
2	APU Membership Dues		2,617.25	4.75	12,431.94
3	Finance/UFARS Fees		2,617.25	15.75	41,221.69
4	Payroll/STAR Fees		1.00	34,635.89	34,635.89
5	MARSS, EdFi, CRDC, MCCC Support		1.00	2,450.00	2,450.00

Each district may allocate up to 74.98% of this bill against Operating Capital revenue.

Invoice may be paid in two installments: 1/2 due July 1, 1/2 due January 1.

Subtotal	\$94,239.52
Sales Tax	\$0.00
Invoice Total	\$94,239.52
Payment Received	\$0.00
Discounts Given	\$0.00
Balance Due	\$94,239.52

**Arrowhead Regional Computing Consortium
Historical Fee Comparison
Rock Ridge (20-21) vs. Virginia & Eveleth-Gilbert Combined**

Fiscal Year	<u>24-25</u>	<u>23-24</u>	<u>22-23</u>	<u>21-22</u>	<u>20-21</u>
Pupil Measurement Type	Adjusted Pupil Units	Adjusted Pupil Units	Adjusted Pupil Units	Adjusted Pupil Units	Adjusted Pupil Units
Pupil Units	2617.25	2684.82	2771.39	2868.77	2878.44
Base Membership	3,500	3,400	3,250	3,250	6,500
Membership Dues	12,432	12,082	11,778	12,192	12,233
Total Membership Fees	<u>15,932</u>	<u>15,482</u>	<u>15,028</u>	<u>15,442</u>	<u>18,733</u>
Finance/UFARS Fees	41,222	41,615	42,264	43,749	43,896
Payroll/STAR Fees	34,636	36,764	35,067	38,413	39,713
Total Finance & Payroll Fees	<u>75,858</u>	<u>78,379</u>	<u>77,331</u>	<u>82,162</u>	<u>83,609</u>
MARSS Editing	2,450	0	0	0	0
Total Student Fees	<u>2,450</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total ARCC Services	<u>94,240</u>	<u>93,860</u>	<u>92,359</u>	<u>97,604</u>	<u>102,342</u>
	1 Year	5 Years			
\$ Change	380	-8,102			
% Change	0.404%	-7.92%			



2024-2025 Summary of Services

ARCC has been providing administrative support and data processing services for the use of our member districts since 1975. This document describes the services we currently provide.

ARCC is governed by a board comprised of four (4) Superintendents, two (2) Business Managers, four (4) District School Board Members and one (1) district representative from the Instructional Management area. The Board uses survey data from our 30 member districts to determine what service we provide. We encourage you to communicate with us throughout the year with suggestions on services you feel would assist you in the efficient operation of your district or cooperative.

Finance

- 1) **SMART Finance Software Development, Training, Support and Processing** – SMART Finance is the software used to record financial data by the members of five RMIC's (Regional Management Information Center). We cooperatively invest in the development of SMART Finance software. We provide day-to-day application support, ongoing training for users, process application software upgrades, perform database upgrades and nightly backups, etc. We also write custom reports for districts to assist in reporting financial information.
- 2) **Uniform Financial Accounting and Reporting Standards (UFARS) Training, Support, Editing and Reporting** – UFARS changes annually to meet both state and federal reporting requirements. We provide UFARS training for district staff and respond to questions as new or unique situations come up in the districts. At the end of the fiscal year we edit district account structure, cleanup errors and submit district UFARS files to MDE. We monitor reporting status to ensure that deadlines are met. We also provide representation on the UFARS Advisory Committee at the Minnesota Department of Education (MDE).
- 3) **Funding and Management Training** – We provide a series of training sessions addressing funding and financial management issues. Some sessions award professional development CEU credits/clock hours for Superintendents and Business Managers. Sessions include:
 - Business Manager Brainstorm Meetings
 - Profiles Review
 - Legislative Update
 - Levy Review
 - Truth in Taxation
 - Fiscal Year-End UFARS Workshop (big book)
 - Fiscal Year-End SMART Finance Workshop (little book)
 - School Finance 101 for Principals and New Superintendents
 - SMART Finance Group & Individual Training, this year highlighting:
 - Requisition approval functionality in SMART eR
 - Assigning permissions for requisitions to staff based on allowable account codes

- Regular learning sessions and demonstrations on SMART functionality including sessions on document management, exporting files to Excel without losing formatting and more
- New Business Manager Group & Individual Training
- Open Lab Work Days – to work individually with districts on the following:
 - Budget Assistance
 - Property Tax and State Aids Year-End Reconciliation Assistance
 - Audit Preparation
 - Cares Act, ESSER, GEER funding
 - Applying for E-Rates

4) **Miscellaneous Finance Support**

- **IRS Form 1099** - We answer questions, provide editing and training on filing IRS form 1099's, and submit the files electronically to the IRS.
- **Legislative Support** – We work closely with member districts as they craft their legislative initiatives and work with regional lobbyists as they lobby for these initiatives. During the legislative session we respond to numerous requests to analyze the impact of legislation on member districts.
- **Audit Assistance** – ARCC can assist districts with audit workpapers, this is most likely to happen when there is turnover in the Business Manager position.
- **Budget Review** – ARCC will review district budgets for reasonableness upon request.
- **Bank Reconciliation** – ARCC can provide districts with segregation of duties and reconcile bank statements. This also provides districts with timely reconciliation which can also be an audit finding. This supplemental service is billed at an hourly rate of \$100 per hour.
- **Shared Business Manager Services** – Districts can purchase available time to perform business manager functions which supplement district finance staff. This service can be used by districts during times of staff turnover, emergency or for large projects. Another request is to provide accounts payable processing in response to an emergency. These supplemental services are billed at an hourly rate of \$125 plus travel to a district site. This can be limited by ARCC' available staff resources.
- **Interview Assistance** – ARCC has a repository of interview questions and interview/selection scoring rubrics to assist districts in hiring for key administrative positions. Upon request, ARCC staff may also participate in the interview process.

PAYROLL

-
- 1) **SMART Payroll/HR Software Development and Support** – Similar to SMART Finance, we cooperatively invest in the development of SMART Payroll/HR. The software and district databases reside on ARCC maintained servers. We perform all application software upgrades, database upgrades and nightly backups of district databases, etc. We update tax tables and ensure that our system remains compliant with all state and federal laws. We provide in-depth application training, support and assistance for users, including setup of initial school year and year-end payoff payrolls.
 - 2) **Staff Automated Reporting (STAR) Training, Support, Editing and Reporting** – As with UFARS, we provide district payroll staff with STAR training and field calls regarding new or unique situations. We edit district data, assist with clean up, and submit files semi-annually to MDE. We monitor STAR deadlines and coordinate regional STAR training with MDE.

- 3) **Payroll Processing** – We process, print and distribute all regular, special and payoff payrolls, including requested reports. We also submit the payroll files to outside agencies, including:
- Teachers Retirement Association (TRA)
 - Public Employees Retirement Association (PERA)
 - ACH (Direct Deposits), Quarterly Wage and Hour Report (MN Dept. of Economic Security)
 - W-2 Reporting (printing of forms and submission of files to the Social Security Administration and the Department of Revenue for Minnesota and Wisconsin)
 - IRS 1095 printing and submissions
 - New hires for the state’s child support enforcement division
 - Annual wage audit reports for submission to workers’ compensation insurance companies
- 4) **Training** – ARCC staff provide the following training opportunities:
- Fiscal Year End (spring)
 - SMART data for STAR Reporting (fall/winter)
 - Calendar Year End (late fall)
 - SMART HR 101 (year-round)
 - Budgeting Salaries and Benefits using SMART HR (year-round)
 - ACA Reporting Work Days (year-round)
 - TimeTracker (time clock system)
 - SMART New Module, this year highlighting:
 - Electronic certifications (employee assignments)
 - Electronic document storage and signing
 - Employees given the ability to change W4 and Direct Deposit accounts through eR
 - More onboarding options
 - Leave request/approval system
 - Ability to process employee reimbursements through eR
 - COBRA management
 - Veritime integration (year-round)
 - Wage Statement Work Days (year-round)
 - Earned Sick and Safe Time.
 - On the slate for programming – Sub Calling System in SMART.
- 5) **OPEB Reporting** – ARCC staff work with district staff in extracting information from SMART HR in a standard format that allows an actuary to perform Other Post Employment Benefit analysis more efficiently. This helps limit your actuary fees.
- 6) **Affordable Care Act (ACA)** – The SMART HR/Payroll application complies with ACA requirements. ARCC staff work with district payroll staff to update files and generate required reports.
- 7) **Wage Statements** – The SMART HR/Payroll application complies with MN Department of Labor requirements. ARCC staff work with district payroll staff to generate required information to their employees on both their paychecks and Wage Statements.

STUDENT

- 1) **Minnesota Automated Reporting Student System (MARSS) and EdFi Training, Support, Editing and Reporting** – We provide district student staff with MARSS and EdFi training, field calls as new or unique situations arise, day-to-day phone support and offer district on-site visits. We work closely with district MARSS staff in regards to the editing of MARSS data, error corrections and the timely submission of files to MDE. We also coordinate a regional MARSS session with MDE staff.
- 2) **Minnesota Common Course Catalogue (MCCC)** – In partnership with MDE, ARCC provides training for districts on the MCCC and also assist them in getting their MCCC data correctly entered into Infinite Campus and subsequently submitted to MDE.
- 3) **Infinite Campus Installation, Conversion, Support and Processing** – Infinite Campus is the core student information system that ARCC supports. We provide day to day phone and email support; custom report writing and will schedule district site visits for in depth administrative support and training.
- 4) **Training** – ARCC offers targeted training for Infinite Campus users:
 - On Site Teacher Training (Must be scheduled in advance, cannot be scheduled the last two weeks of August and first two weeks of September)
 - Scheduling One on One (year-round)
 - Ad Hoc Report Writing Workshop (January)
 - Campus User Group (April and November)
 - Free and Reduced Lunch Application Management (August)
 - Week Long Infinite Campus Refresher (June)
 - Point of Sale Cashier Training (August)
 - School Nurse Training (year-round)
 - MARSS (October)
 - Academic Planning
 - Course Scheduling
 - Teacher Tools/Engagement Check In
 - School Store and Activity Registration
 - Enhanced Survey Tools
 - School Counselor Training (year-round)
 - Messenger with Voice Module (year-round)
 - Electronic Payment Module (year-round)
 - Ed-Fi Conversion (spring)
- 5) **Power School Support and Training** – Districts who are currently using the Power School Student Information System can get day to day support and training of new staff. The service would cover EdFi conversion assistance, assistance with MCCC and CRDC as well as database hosting and backups.
- 6) **Civil Rights Data Collection** – Annually the federal government requires districts to submit data regarding compliance with various civil rights laws. ARCC provides Infinite Campus report templates that districts can customize to complete these reports. This would also be an option for any other data requested.
- 7) **Survey Services** – From time to time district administration wants to survey other districts in the area to see how they are handling a specific issue or to find out what regional compensation

looks like for certain groups. ARCC works with the district wanting the data, creates a survey using Google Sheets and shares that survey with the impacted group. Some surveys are updated annually based on district need. A list of all surveys is maintained and made available upon request.

- 8) **Data** – Working with Infinite Campus and using Campus Learning, ARCC will coordinate automatic data transfer with third party vendors.

OTHER / MISCELLANEOUS

- 1) **E-Mail Service** – ARCC maintains an email server that member districts can use. We have built a number of group e-mail accounts, or “aliases”, that allow customers to use a single e-mail address to contact a specific group of ARCC members. The following is a list of our group e-mail addresses:

Superintendents

MASA 26	masa26supers@arcc.org
MASA 27	masa27supers@arcc.org
MASA 28	masa28supers@arcc.org
Region II Superintendents	reg2supersonly@arcc.org
Region II Superintendents & Directors	reg2supersandothers@arcc.org

Principals

NE MN Association of Secondary	nemassp@arcc.org
NE MN Association of Elementary	nemespa@arcc.org

Other

Region II Business Managers	r2busmgr@arcc.org
Region II E-Rate	r2erate@arcc.org
Region II Payroll Coordinators	r2pay@arcc.org
Region II Technology Users Group	tug@arcc.org

- 2) **Summer Superintendent Session** – ARCC hosts a 2-day session for Superintendents that cover relevant topics, school finance, legal issues, etc. ARCC applies for CEU clock hours for Superintendents who attend.
- 3) **Coordination of “Let’s Talk Thursday” Weekly Superintendent Zoom Meetings** – Originally started as a response to Covid, these weekly meetings have become a place to connect with each other and with administrators from school agencies such as the Minnesota School Boards Association, Minnesota Association of School Administrators, Minnesota Rural Education Association and other guests as necessary.
- 4) **Technology Users Group (TUG)** – ARCC coordinates regular meetings of district technology staff. The agenda is driven by member input and provides a professional development segment in the afternoon.
- 5) ****NEW** Executive Assistant Users Group** – ARCC coordinates regular meetings of district executive assists. The agenda is driven by member input and provides a professional development segment in the afternoon.

- 6) **Assistance Obtaining Technology Funding** – ARCC supports districts in applying for E-Rate discounts and we assist districts with finding E-Rate form numbers for their Telecommunication Equity Aid application.
- 7) **Negotiated Group Pricing** – When beneficial for members, ARCC negotiates with vendors to provide group purchasing advantages on administrative software and supplies like checks, labels, payroll forms, etc.
- 8) **Fiscal Agent Services** – ARCC is available upon request to provide fiscal agent services for federal or state projects that serve some or all of our member districts.
- 9) **Miscellaneous Application Service Provider (ASP) Services and Third-Party Integration** – ARCC operates as an ASP for the Finance, Payroll and Student applications. We also work with a number of third-party vendors who integrate with supported software.
- 10) **Miscellaneous Agency Inquiries** – We can provide “anonymous questions” to agencies on behalf of members. This is beneficial when districts are considering different ways of doing things that may not be clearly defined.

GOVERNANCE

Following are the current ARCC Governance Board members and their contact information. These individuals welcome your input. Participation of board members who are users of the services we provide is invaluable; our organization’s success is due greatly to the design of the ARCC Governance Board and the emphasis on representation from districts of all sizes.

Category I: Largest Districts

Tim Riordan School Board Member Rock Ridge ISD #2909 P.O. Box 687, Virginia, MN 55792 218-780-5524 (C) tim.riordan@rrps.org	Richard Aldrich Superintendent Hibbing ISD #0701 800 E 21 st St, Hibbing, MN 55746 218-208-0848 (W) richard.aldrich@isd701.org
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Category II: Mid – Large Districts

Bob Rahja School Board Member Chisholm ISD #0099 405 NW 8 th Street, Chisholm, MN 55719 218-290-4317 (C) brahja@chisholm.k12.mn.us	Dan Stifter Superintendent Aitkin ISD #0001 306 2 nd St NW, Aitkin, MN 56431 218-924-2115 x 3420 (W) dstifter@isd1.org
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Category III: Small – Mid Districts

Barb Kalmi School Board Member Nashwauk/Keewatin ISD #0319 P.O. Box 508, Keewatin, MN 55753	Reggie Engebritson Superintendent Mountain Iron/Buhl ISD #0712 8659 Unity Drive, Mountain Iron, MN 55769
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218-969-2844 (C) bkalmi@isd319.org	218-735-8271 x 1104 (W) rengebritson@isd712.org
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Category IV: Smallest Districts

Mark Meyer School Board Member Hill City ISD #0002 500 Lone, Hill City, MN 55748 218-XXX-XXXX (C) mmeyer@isd002.org	Peter Hardy Superintendent Nett Lake ISD #0707 600 E Harvey, Ely, MN 55731 218-969-1600 (C) phardy@isd707.org
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At Large: District Staff

Sheri Sanbeck Instructional Management Aitkin ISD #0001 306 2 nd St NW Aitkin, MN 56431 218-924-2115 x 3404 ssandbeck@isd1.org	Steve Anderson Business Manager Proctor ISD #0704 131 9 th Ave Proctor, MN 55810 218-628-4934 x 1016 (W) sanderso@proctor.k12.mn.us	Jennifer Drotts Business Manager Deer River ISD #0317 101 First Ave NE Deer River, MN 56636 218-246-3407 (W) jdrotts@isd317.org
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ARCC's Executive Director, Cindy Lee Olson, welcomes questions or comments on any area of service. Ms. Olson's contact information is: E-mail – cindylee@arcc.org, Phone – 218-723-1700 x101 or Cell – 218-591-6317.

School Nutrition Programs Renewal of Food Service Management Contract School Year 2024-25

Food service management contracts that started in 2020-2021 or later may be renewed for the 2024-25 contract year if both parties have mutually agreed to renew.

Federal regulations for the National School Lunch Program (NSLP), at 7 Code of Federal Regulations section 210.16 and Minnesota Statutes 2023, section 123B.52, allow a food service management contract to be renewed for a term not to exceed one year for up to four renewals (a total of five years including the original contract).

This renewal document must be used to meet NSLP requirements and for contract payments to be allowable costs to the nonprofit school food service. No changes may be made to this renewal document without preapproval by the Minnesota Department of Education (MDE), except for the information required to be inserted by the school food authority.

1. Definitions

“SFA” is the school food authority (school district, nonpublic school or residential child care organization) contracting for food service management.

SFA: _____

Cyber-Linked Interactive Child Nutrition Systems (CLiCS) Identification Number: _____

“Company” is the company providing food service management to School.

Company: _____

“Original contract” is the first year of the food service management contract, which was competitively procured and specified the terms for contract renewals.

The original contract was for school year _____.

2. Renewal of Contract

SFA and Company mutually agree to renew the original contract for the term indicated below, not to exceed one year.

This is the _____ year of the contract, counting the original year of the contract and renewals.

Start Date for Renewed Contract: _____ End Date for Renewed Contract: _____

3. Adjusted Meal Prices

SFA and Company have mutually agreed to 2024-25 prices or fees as shown below. The maximum amount that 2024-25 prices or fees may be increased is **4.2** percent (Consumer Price Index (CPI-U), Food Away from Home, Midwest Region, for the twelve months ending December 2023).

Check one:

Fixed Meal Price Contract – Prices are adjusted as shown below.

Cost-Reimbursable Contract – Fees are adjusted as shown below.

The meal price is for one full reimbursable meal and cannot separate out any one component of the reimbursable meal (i.e. price of milk *must* be included in total fixed meal price). The fixed price(s) or fixed administrative fee(s), and the calculation of the revised price(s) or fee(s), are shown below:

Meal Service	2023-24 Price or Fee	Percent Increase (maximum 4.2%)	2024-25 Price or Fee
	\$	_____ %	\$
	\$	_____ %	\$
	\$	_____ %	\$
	\$	_____ %	\$

4. Meal Equivalency Factor

The meal equivalency factor for school year 2024-2025, used to determine the number of lunches that the a la carte food service revenue is equivalent to for billing purposes, is \$4.95.

5. Value of USDA Foods

Contract prices do not take into account the value of USDA Foods that Company will receive during the contract year. Company will continue to credit SFA for USDA Foods received for the renewed contract year.

At the time that this contract renewal is sent to MDE, the SFA must include a completed Reconciliation of Credits for USDA Foods form to show that USDA Foods have been fully credited during the 2023-24 contract year.

6. Non-Financial Adjustments

No material changes have been made since the original contract.

Minor non-financial adjustments for renewal, if any, are described here:

7. Revised Program Requirements

Company agrees to meet all SNP requirements including requirements that become effective during the renewed contract year.

8. Termination

Either party may terminate the contract for cause as allowed in the original contract. The contract may be terminated for (no cause) if the partners mutually agree to terminate for convenience.

SIGNATURES

School Food Authority: _____

Address: _____

Authorized Representative: _____

Title: _____

Signature: _____

Date: _____

School Food Authority Contact: _____

Title: _____

Phone: _____

Email: _____

Company: _____

Address: _____

Authorized Representative: _____

Title: _____

Signature: _____

Date: _____

Company Contact: _____

Title: _____

Phone: _____

Email: _____

Independent Price Determination Certificate

Both the SFA and the FSMC shall execute this Independent Price Determination Certificate.

Name of FSMC

Name of SFA

By submission of this offer, the FSMC certifies, and in the case of a joint offer, each party thereto certifies as to its own organization, that in connection with this procurement:

1. The prices in this offer have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other FSMC or with any competitor.
2. Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed to the FSMC and will not knowingly be disclosed by the FSMC prior to opening in the case of an advertised procurement or prior to award in the case of a negotiated procurement, directly or indirectly to any other FSMC for the purpose of restricting competition.
3. No attempt has been made or will be made by the FSMC to induce any person or firm to submit or not submit an offer for the purpose of restricting competition.

Each person signing this offer on behalf of the FSMC certifies that:

1. He or she is the person in FSMC's organization responsible within the organization for the decision as to the prices being offered herein and has not participated, and will not participate, in any action contrary to 1 through 3 above; or
2. He or she is not the person in FSMC's organization responsible within the organization for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate in any action contrary to 1 through 3 above, and as their agent does hereby certify; and he or she has not participated, and will not participate, in any action contrary to 1 through 3 above.

To the best of my knowledge, this FSMC, its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any government agency and have not in the last three years been convicted of or found liable for any act prohibited by state or federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

Signature of FSMC's Authorized Representative

Title

Date

In accepting this offer, the SFA certifies that no representative of the school food authority has taken any action that may have jeopardized the independence of the offer referred above.

Signature of SFA

Title

Date

Authorized Representative

INSTRUCTIONS FOR DEBARMENT CERTIFICATION FORM

1. By signing and submitting this form, the prospective lower-tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower-tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower-tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower-tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower-tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted to obtain a copy of those regulations.
5. The prospective lower-tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower-tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower-tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion — Lower Tier Covered Transactions," without modification, in all lower-tier covered transactions and in all solicitations for lower-tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower-tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, search the records on the System for Award Management (SAM). [View the SAM website.](#)
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower-tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies as appropriate, including suspension and/or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Executive Order 12689, and 31 U.S.C. 6101; Debarment and Suspension, 2 CFR Part 417, Subpart C, Responsibilities of Participants Regarding Transactions Doing Business with Other Persons.

(Please read instructions on next page before completing Certification.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Company Name: _____

Project Name: National School Lunch Program

Name/Title of Authorized Representative: _____

Signature: _____

Date: _____

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a federal contract, the making of any federal grant, the making of a federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment or modification of a federal contract, grant, loan or cooperative agreement;
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Company Name: _____

Project Name: National School Lunch Program

Name/Title of Authorized Representative: _____

Signature: _____

Date: _____

Assurance of Civil Rights Compliance Certification

The vendor hereby agrees that it will comply with:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.);
- Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.);
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);
- Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.);
- Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189);
- Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." (August 11, 2000);
- All provisions required by the implementing regulations of the Department of Agriculture (USDA) (7 CFR Part 15 et seq.);
- Department of Justice Enforcement Guidelines (28 CFR Parts 35, 42 and 50.3);
- Food and Nutrition Service (FNS) directives and guidelines to the effect that, no person shall, on the grounds of race, color, national origin, sex (including gender identity and sexual orientation), age, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity for which the Program applicant receives Federal financial assistance from USDA; and hereby gives assurance that it will immediately take measures necessary to effectuate this Agreement.
- The USDA non-discrimination statement that in accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and Institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs).

This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant, or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or other contract that has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.

By accepting this assurance, the vendor agrees to compile data, maintain records, and submit records and reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review and copy such records, books, and accounts, access such facilities and interview such personnel as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the vendor, its successors, transferees and assignees as long as it receives assistance or retains possession of any assistance from USDA. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the vendor.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA’s TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant’s name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov

This institution is an equal opportunity provider.

Vendor Name: _____

Award Number or Project Name: School Nutrition Program (NSLP, SBP)

Name and Title of Authorized Representative: _____

Signature: _____

Date: _____



Voice For Greater Minnesota Education

June 7, 2024

Noel Schmidt
Rock Ridge School District
1405 Progress Pkwy
Virginia MN 55792

Hi, Noel,

On behalf of MREA’s 237 public school district members, thank you for your district’s membership that helps us proactively engage with legislators and state officials to address Greater Minnesota P-12 education funding and policy issues. With the 2023-24 school year behind us, Rock Ridge School District’s renewed membership for the 2024-25 school year is fundamental to MREA’s advocacy targeting student learning and funding gaps.

Advocacy Focused on Greater Minnesota Education

MREA is your district’s voice at the Capitol, and we advocate with education officials and with legislators representing Rock Ridge School District to inform them of potential impacts of their decisions. Our recent successes for rural education include:

- READ Act funding improvements for students and teachers
- Postponement of high school civics education requirements
- Additional VPK slots
- Student Teacher Stipend Pilot program funding
- Student Attendance Pilot project sites funded
- *Check out all our recent Accomplishments on the enclosed flyer.*

Count on MREA to work for your district outside the Capitol, too, with:

- Professional development and networking at our Greater Education Summit
- Truth-in-Taxation (TNT) training and templates
- Educator and school program awards celebrating rural education

Looking Ahead to a Successful 2025

Looking ahead to the 2025 legislative session, we know that **when we work together, we succeed together**. The Voice for Greater Minnesota Education has never been stronger, and we sincerely appreciate Rock Ridge School District’s renewed membership. Please send your membership dues and updated contact information by July 15 to ensure our rural voice remains impactful.

Best wishes for a summer of well-being,

Michelle Rinke Koch, MREA Board President
Principal, Menahga Schools

Bob Indihar, MREA Executive Director



MAIL
2233 Roosevelt Rd, Suite 7
St. Cloud, MN 56301

CALL
(320) 762-6574
Toll-Free (833)-MNVOICE

LEARN
www.MREAVoice.org
www.MREASummit.org



MEMBERSHIP RENEWAL INVOICE

Invoice Number: 2425-5000-4718-01

Invoice Date: June 7, 2024

Payment Due: July 15, 2024

Amount Due: \$2500.00

Bill to

Rock Ridge School District
Noel Schmidt
1405 Progress Pkwy
Virginia MN 55792

Items	Quantity	Price	Amount
2024-25 ISD 2909 Membership July 1 - June 30			
• Base Fee*	1	\$1100	\$1100.00
• Legislative Fee \$1/APU (maximum of \$1400)	2548 APU	\$1400	\$1400.00
		Total	\$2500.00
		Amount Due	\$2500.00

*Districts sharing superintendents must each join MREA to receive discounted Base Fee of \$825. Contact MREA if Shared District has changed.

CONTACT INFORMATION (Please review and update)

District Name: Rock Ridge School District

Primary Contact: Noel Schmidt

Contact Position Title: Superintendent

Contact Email: noel.schmidt@rrps.org

District Phone: 218 - 735-3500

***Shared District:** NA

Superintendent Cell Phone: NEEDED

Principal Place of Business: 1405 Progress Pkwy

City, State, Zip: Virginia, MN 55792

Website Address: www.rrps.org

County: Saint Louis

SIGNATURE _____

Date _____

Signature is consent to membership and to receive member notices at primary contact's email address.

QUESTIONS? Contact Diane Vosen, Operations Director, at (320) 762-6574.

Minnesota Rural Education Association is a nonprofit 501(c)(4) membership association, and dues are not tax deductible as charitable contributions. We estimate 41.8% of FY25 dues will be attributable to non-deductible lobbying activity and are not deductible under Internal Revenue Code Section 162 as an ordinary and necessary business expense. Notify your accountant.

Thank you for your membership! Please remit this form and check payable to MREA, to:

MREA | 2233 Roosevelt Rd, Ste 7 | St. Cloud, MN 56301.



Where Minnesota School Boards Learn to Lead

June 2024

Dear Superintendent:

Thank you for your membership in the Minnesota School Boards Association for the past year. MSBA's Board and staff have worked hard to become your go-to organization. MSBA will always go the extra mile for our members:

- Our dedicated staff prides itself on anticipating member needs through engagement, analyzing national and state directives, working with other educational organizations, and providing training to build high-performing boards that are focused on student success.
- Membership feedback has been a helpful guide as we build a stronger and responsive strategic vision for your Association over the next years.
- Your MSBA staff is solution-driven. We will find the answer promptly or get you to someone with the answer. In all our interactions, we strive to build a high-performing board that can meet the high expectations of your staff, students, and community.
- Legal and legislative advocacy are essential services to representing your voice at the state and federal level. As a statewide organization and a leading advocate for public education, we pride ourselves in finding a path forward that benefits all our school districts, regardless of shape and size.
- Like you, we care deeply about the success of all Minnesota's public school students. Through our collective, member-driven mission, our mission is to build strong school boards for a stronger Minnesota.

Our Association is stronger when our members are stronger. Now is the time to continue investing in your future. Your dues invoice, along with a renewal notice for those districts in MSBA's Policy Services and/or BoardBook Premier, is included with this letter.

We wish you a successful 2024-2025 school year and hope to continue as your valued and trusted Association. If you have any questions, please contact me.

Sincerely,

Kirk Schneidawind, Executive Director
kschneidawind@mnmsba.org

Linda Leiding, President

MINNESOTA SCHOOL BOARDS ASSOCIATION

1900 West Jefferson Avenue, St. Peter, MN 56082-3015 Phone: 507-934-2450 or 800-324-4459
www.mnmsba.org



VALUE OF MEMBERSHIP



BOARD DEVELOPMENT



- Helping boards choose leaders who focus on student success.
- Offering conferences to connect board members across Minnesota.
- Facilitating webinars that give tips on dealing with current school board concerns.
- Leading strategic planning sessions aligned to board goals.



LEGAL & POLICY GUIDANCE



- Responding to phone calls and emails to help answer school district concerns.
- Providing updated policies to keep districts in line with changing laws and court rulings.
- Participating in regional superintendent and service cooperative meetings.
- Writing amicus curiae briefs to support school boards with legal challenges.



ADVOCACY FOR PUBLIC EDUCATION



- Hearing school board concerns at Delegate Assembly and advocating for you.
- Bringing top K-12 issues to legislators at our Day at the Capitol.
- Championing education bills through the Legislature.
- Tweaking legislation so it works best for school districts.

UNIFYING VOICE FOR PUBLIC EDUCATION



- Conveying our belief that public education is the best choice for students.
- Telling public education stories of how schools help children to succeed.
- Showing how public education really does do the public good.
- Highlighting the history of how public education in Minnesota made this state great.



Minnesota School Boards Association
1900 West Jefferson Avenue
St. Peter, MN 56082-3015
507-934-2450 or 800-324-4459

Invoice	INV-10724-F9Q3X9
Date	7/1/2024
Amount Due	\$10,928.00
Date Due	8/15/2024

Rock Ridge Public Schools
 411 South 5th Avenue
 Virginia, MN 55792

Customer Name	Purchase Order No.		
Rock Ridge Public Schools			
Description	Quantity	Unit Price	Ext. Price
ISD Membership - Rock Ridge Public Schools	1	\$7,478.00	\$7,478.00
BoardBook Subscription - Rock Ridge Public Schools	1	\$2,700.00	\$2,700.00
Policy Services Subscription - Rock Ridge Public Schools	1	\$750.00	\$750.00

COPY

Dues for your district are based on "Average Daily Membership of Students Served" for the fiscal year ended June 30, 2023, as provided by the Minnesota Department of Education.

Subtotal	\$10,928.00
Total	\$10,928.00

MSBA is not able to accept Credit, Debit, or Procurement Cards as a method of payment of your 2024-2025 Dues Invoice. Please remit payment of this invoice to MSBA by CHECK. Thank you for your cooperation.

In accordance with IRS Code Sec. 6113, contributions or gifts (including membership dues) to MSBA are not deductible as charitable contributions for Federal income tax purposes.

KY Interpreter Referral Contract

KY Interpreter Referral
3251 Dahl Road
Duluth MN 55804
kyinterp@gmail.com
218.393.3504

Point of Contact: Tina Fredrickson
Location of Services: Rock Ridge School District
Address: Eveleth and Virginia, MN
Service: Sign Language Interpreting
Date of services: July 1, 2024 – June 30, 2025

Rate:

Billed at a base rate of 2 hours for any job of 2 hours or less in duration.
\$50/hour for Pre-certified sign language interpreter.
\$70/hour for certified sign language interpreter.

Evenings/Weekends base rate of \$150 per interpreter for any job up to 2 hours 5pm – 8am and Saturday/Sunday. Additional time increments will be billed to the half hour.

Some assignments over 2 hours long will have 2 interpreters depending on content. Regular school days will have 1 educational interpreter to provide language access in accordance with the IEP and Interpreter guidelines and best practices as per the Code of Professional Conduct from the Registry of Interpreters for the Deaf (RID). This may include but not be limited to interpreting pre & post teaching content, facilitating language development through interpreting in both ASL and English as well as continued collaboration with the educational team.

Travel: Daily school hours will be billed including travel hours for interpreters.

Cancellation Notice: 48 business hour cancellation notice required. If canceled within 48 business hours, the job will be billed in full.

Late Payment Notice: Payment must be received within 30 days of the sent date of the invoice. Beyond 30 days as per Minnesota Law, interest may be charged and added to the bill.

By signing this document (print name) _____ agrees to pay the above charges.

Signature: _____ Date: _____

Referral Agency:

Signature: _____ Date: _____
Print Name: _____



Proposed Resolution Submission Form

Full name of School District Click or tap here to enter text.

Full name of individual submitting for the school board Click or tap here to enter text.

Title/Position of individual submitting for the school board Choose an item.

Phone number Click or tap here to enter text.

Email address Click or tap here to enter text.

- This resolution is submitted with approval by the school board.**
Please provide the date on which the authoring school board approved submission of this resolution. Click or tap to enter a date..

BE IT RESOLVED, MSBA URGES THE LEGISLATURE TO (please clearly and concisely state the action you would like the legislature to take):

Click or tap here to enter text.

DESCRIBE THE PROBLEM:

Click or tap here to enter text.

EXPLAIN WHY THIS IS A PROBLEM:

Click or tap here to enter text.

PROVIDE SUPPORTING DOCUMENTATION:

Click or tap here to enter text.

For MSBA Staff Use Only:

Date Received: Click or tap to enter a date.

File Name: Click or tap here to enter text.

Category: Choose an item.

Recommendation: Choose an item.

Present Position(s): Click or tap here to enter text.



Member _____ introduced the following resolution and moved as follows:

**RESOLUTION TO EXPEL STUDENT "RR/V-X2-23-24"
FOR A PERIOD OF TWELVE MONTHS**

WHEREAS, there is substantial and competent evidence that on or about April 3, 2024, student "RR/V-X2-21-21-22" did willfully and knowingly violate school rules and state law by making terroristic threats to blow up the school, shoot other students retaliate against those students who reported the incident and using threatening and offensive language directed at administrators all while on school grounds, constituting harm to others and causing fear in students for their own safety, and creating an unsafe educational environment;

WHEREAS, said conduct and behavior constituted a knowing and willful violation of school district policies and rules and state law;

WHEREAS, said conduct and behavior significantly disrupted the rights of other students to a safe and healthy educational environment;

WHEREAS, the Board of Education believes that the expulsion of student "RR/V-X2-23-24" for twelve months is consistent and fair taking into consideration the severity of the conduct and behavior, when the facts surrounding the incidents are fully considered; and when compared to the way the School District has handled other similar violations and behaviors;

WHEREAS, the parent of student "RR/V-X2-23-24" and the student have signed and executed a *Waiver of Right to Hearing and Consent to Expulsion and*





Waiver of Due Process and Administrative Rights for twelve months, which Waiver is incorporated herein by reference;

WHEREAS, the Board of Education finds no procedural deficiency with the notice and information provided student "RR/V-X2-23-24" and his parent and natural guardian and concludes that the aforementioned Waiver was signed knowingly, intelligently and with full understanding of their rights;

WHEREAS, the school board recognizes and accepts the responsibility of providing student "RR/V-X2-23-24" with appropriate alternative educational services intended to meet his educational needs;

BE IT RESOLVED, by the School Board of Independent School District No. 2909, Rock Ridge Public Schools, that student "RR/V-X2-23-24" be expelled for a period of twelve months commencing on _____.

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

and the following voted against the same:

Whereupon, said resolution was declared duly passed and adopted.

Dated: _____, 2024.

Clerk





Job Description

Job Title: Special Education Director and Coordinator

Department: Admin

FLSA Status: Exempt

General Definition of Work:

Performs professional work providing a broad range of services for students receiving special education services or potentially eligible for special education services. Manages and leads the entire special education program for Rock Ridge. Plans and implements all special education professional development for staff. Responsible for paperwork required by governmental agencies. Work is performed under the supervision of the Superintendent. Works in cooperation with the principals to manage and supervise all special education teachers. Works in cooperation with the principals to also supervise and manage the paraprofessionals.

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:

Collaborates with District school principals and school special education teachers for the purpose of implementing and maintaining services and/or programs. Sets staffing levels for school special education programs for the purpose of providing services with fiscal efficiency. Directs personnel, for the purpose of delivering services which conform to established guidelines. Develops proposals, new programs, budgets and grants for the purpose of meeting District goals. Evaluates District and school Special Education programs and monitors the implementation of special education and compliance with regulations in each location, for the purpose of carrying out and achieving objectives within area of responsibility. Facilitates meetings and processes, for the purpose of implementing and maintaining Special Education programs and services of the district which achieve desired objectives. Implements assigned programs and/or projects for the purpose of conforming to district and state curriculum

and/or instructional objectives. Manages fiscal resources from the General Fund and special education grants, prepares budgets and directs spending, and monitors maintenance of effort, for the purpose of fiscal efficiency in providing required Services.

Prepares documentation and reports data to the Minnesota Department of Education for the purpose of providing written support, conveying information, and complying with Federal and State regulations. Communicates information on programs, services, and regulations to school personnel, parents, the Board and other districts for the purpose of understanding of the programs. Recruits, hires, supervises, and evaluates, in cooperation with the principals, district-level special education staff including speech pathologists and assistants, school psychologists, occupational therapists, physical therapists, and providers of Early Intervention and Early Childhood Special Education, for the purpose of carrying out objectives within areas of responsibility.

Serves as the district special education coordinator. Serves as the District Representative for IEP meetings when resources beyond school budgets may be considered for the purpose of efficiently managing fiscal resources while meeting special education regulations. Coordinates with outside agencies to provide services to students and staff, for the purpose of offering appropriate services. Directs the Medicaid Administrative Claiming process and direct billing of Medicaid-eligible special education services provided by the district, for the purpose of gaining fiscal resources. Supervises the training of special education instructional assistants for the purpose of assuring well-trained personnel. Writes district Board Policy for special education as is needed or required, for the purpose of assuring program consistency and compliance with state and federal rules in all locations.

Maintains a high level of knowledge regarding developing special education issues, changes in the laws and case law, and educational methods of educating students with disabilities, for the purpose of managing an excellent special education program. Assists other personnel as may be required for the purpose of supporting them in the completion of their work activities. Advises Superintendent regarding special education and other matters.

Provides a positive environment in which students are encouraged to be actively engaged in the learning process. Maintains effective and efficient student records procedures concerning attendance, testing, behaviors and related academic information. Adheres to health and safety policies. Communicates effectively, both orally and in writing, with students, parents and other professionals on a regular basis on matters concerning student behavior, abilities, school programs and academic programs. Attends staff meetings to assist in building goals, curriculum development, discuss student progress, etc. Assists in supervising school day and extra-curricular student activities and events. Collaborates to enhance the instructional environment. Upholds and enforces board policy, district goals, administrative procedures and school rules and regulations. Maintains appropriate work habits, including regular and punctual attendance and appropriate use of conference and planning time. Works cooperatively with parent, staff members, administration and community to reinforce the educational program for each child. Attends workshops, seminars and conferences as well as staff, department, curricular development and committee meetings and staff-development session as required. Encourages and facilitates work of other staff members in a collaborative, supportive environment. Evaluates accomplishments of students on a

regular basis using multiple assessment methods; provides progress and interim reports for feedback. Respects the confidentiality of records and information regarding students, parents and teachers in accordance with accepted professional ethics and state and federal laws. Keeps current in subject matter knowledge and learning theory and is willing to share this knowledge for continual improvement of the school's curriculum. Uses relevant technology to support instruction; demonstrate proficiency on use of district software. Ensures that student growth and achievement is continuous and appropriate for age group, subject area, and/or program classification. Performs other duties as assigned by the Superintendent.

Knowledge, Skills and Abilities:

Thorough knowledge content of specialty area; thorough knowledge of appropriate level education principles, practices and procedures; thorough knowledge of the principles and methodology of effective teaching; thorough knowledge of school district operations, regulations and procedures; ability to understand developmental appropriateness of materials and behavior; ability to establish and maintain standards of behavior; ability to deliver articulate oral presentations and written reports; ability to operate different technology platforms and equipment related to classroom instruction; ability to establish and maintain effective working relationships with other staff, students and parents.

Education and Experience:

Licensure as a Director of Special Education Director in State of Minnesota.

Physical Requirements:

This work requires the occasional exertion of up to 25 pounds of force; work regularly requires standing and speaking or hearing, frequently requires mobility, sitting, using hands to finger, handle or feel and reaching with hands and arms and occasionally requires climbing or balancing, stooping, kneeling, crouching or crawling, 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 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, visual inspection involving small defects and/or small parts, operating machines and observing general surroundings and activities; work occasionally requires 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: Minnesota Teaching License.

Last Revised: 5/2024





Job Description

Job Title: Para Student Support

Department: Paraprofessional

FLSA Status: Non-Exempt

General Definition of Work:

Performs intermediate human support work providing supervision, assistance and guidance to students in primarily non-classroom settings, such as hallways, lunchrooms, bathroom areas, playgrounds, recess areas, bus loading and drop-off areas, before school and after school supervision areas. May also be assigned study halls or detention supervisions or in-school-supervision settings. May also perform lower level behavioral tasks such as discussing tardies to class and attendance to school with students and lower level (minor) behavioral discipline referrals with students. May assign detentions.

Work is performed under the supervision of the Dean, Assistant Principal, or Building Principal.

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 or medically documented work restrictions, to perform the essential functions.

Essential Functions:

Provide occasional supplemental instruction for students; encourages and motivates students to complete assignments. Assists Teacher(s) in performing specific duties as assigned, or undertaking specialized tasks. Works with individuals or small groups reinforcing material introduced by the District. Completes required records and forms under the supervision of the District. Assists with group activities. Monitors student behavior and advises staff on student issues. Interprets needs for attendance issues, teacher concerns about students and parent questions. Participates in meetings, in-service training programs and workshops as required. Performs other duties as assigned, which may include outside and cafeteria supervision.

Knowledge, Skills and Abilities

General knowledge of the practices, methods and techniques used in the management of students and their behavior. Knows the importance of positive relationships with staff and students. Has the ability to establish and maintain effective working relationships with students, teachers, parents, associates, administration and the general public.

Education and Experience:

High school diploma or GED and minimal experience working with school aged children, or equivalent combination of education and experience. Associates/Technical degree preferred.

Physical Requirements:

This work requires the occasional exertion of up to 50 pounds of force; work regularly requires standing and speaking or hearing, frequently requires walking and stooping, kneeling, crouching or crawling and occasionally requires sitting, using hands to finger, handle or feel, climbing or balancing, 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 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 occasionally requires exposure to outdoor weather conditions; work is generally in a moderately noisy location (e.g. business office, light traffic). Work also requires exposure to outside elements during all seasons and work outside the building during all seasons.

Special Requirements: Must hold AA/AS degree or completed 60 semester credits or approved competency portfolio or pass MN Parapro test Paraprofessional.

Last Revised: 2/2024 (RR)





Job Description

Job Title: School-Age Child Care

Department: Community Education

FLSA Status: Non-Exempt

General Definition of Work:

Performs support work providing education and basic help to students and families, helps develop skills, as assigned or needed, for students. Performs basic skilled administrative support work maintaining information system, and related work as apparent or assigned. Work is performed under the supervision of Community Education

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:

Performs supervisory and play activities with young children. Maintains both individual and group child activities. Helps put away equipment and play materials after use. Performs routine work involving tasks such as distributing messages, copying, faxing, filing, scheduling appointments with office personnel, and placing supply orders. Responds independently to and forwards inquiries, requests and issues via telephone, email and in-person to the appropriate staff member. Responsible for family registration and special events using online and paper registration systems. May prepare and maintain registration materials including forms including educational benefits, class selections, and birth certificates. May create flyers and banners for program events and marketing. Creates and manages program calendars including the management of various meetings and room reservations. Attend staff meetings, inservices, and other educational opportunities as offered. Assist in other program related activities as assigned. Assists with group activities. Demonstrates excellent customer service to students, staff, parents, visitors and general public. Demonstrated excellent attendance. Performs other duties as assigned.

Knowledge, Skills and Abilities:

General knowledge of child care practices, including developmental stages and appropriate play and learning activities. Standard office practices, procedures and equipment; knowledge of school system routines and procedures; general knowledge of school policies and regulations; skill using personal computers and related software packages, hardware and peripheral equipment; ability to organize and perform work independently; ability to type accurately and at a reasonable rate of speed; ability to meet the public effectively; ability to establish and maintain effective working relationships with students, parents and associates.

Education and Experience:

High school diploma or GED and moderate experience working in an administrative capacity, or equivalent combination of education and experience. Early Childhood Associates/Technical degree preferred.

Physical Requirements:

This work requires the occasional exertion of up to 20 pounds of force; work regularly requires sitting and speaking or hearing, frequently requires walking and repetitive motions and occasionally requires standing, using hands to finger, handle or feel, 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; work requires preparing and analyzing written or computer data, operating machines and observing general surroundings and activities; work occasionally requires 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, playground, classroom, light traffic).

Special Requirements: None.

Last Revised: 5/2024



2024 Rock Ridge Education Fund

\$7,277.00 available

Grant Requests

- | | |
|---|-----------------|
| 1. Laurentian Elementary School. Angie Williams, Principal. | |
| a. KAWAI CA501 Digital Piano Satin Black. | \$3,999.00 |
| b. Paul L Jansen Full drop upright digital cover | \$214.56 |
| c. Paul L Jansen Digital Slab Piano Dolly | <u>\$487.62</u> |
| | \$4,701.18 |
| 2. North Star Elementary School. Scott Manni, Principal | |
| a. Paul L Jansen Digital Slab Piano Dolly | \$541.80 |
| 3. Rock Ridge High School. Troy Caddy, RRHS Teacher | |
| a. Supplemental Robotics Equipment for the classroom. | \$1,158.82 |
| b. Robotics motors | <u>\$875.20</u> |

Total RREF 2024 spending request **\$7,277.00**

5/14/2024

Motion to approve: Winter

Second: Engel

Motion passes unanimously.

2024 Wolverine Fund

\$8,564.00 available

Still working on this w the ADs. 5/14/2024 -WS

A very special thank you to the Virginia Community Foundation and the donors to the Rock Ridge Education Fund. These funds allow us to do many things we would never be able to do. Thank you a thousand times!

MEMBER _____ introduced the following resolution (_____) and moved its adoption:

RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY

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

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 2909 shall begin on July 30, 2024 and shall close on August 13, 2024. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on August 13, 2024.

2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the official newspaper of the district, at least two (2) weeks prior to the first day to file affidavits of candidacy.

3. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the school district at least ten (10) days prior to the first day to file affidavits of candidacy.

4. The notice of said filing dates shall be in substantially the following form:

**NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 2909
ROCK RIDGE PUBLIC SCHOOLS
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 2909 shall begin on July 30, 2024, and shall close at 5:00 o'clock p.m. on August 13, 2024.

The general election shall be held on Tuesday, November 5, 2024. At that election, three (3) members will be elected to the School Board for terms of four (4) years each.

Affidavits of Candidacy are available from the school district clerk, Rock Ridge Administration Building, 1405 Progress Parkway, Virginia, MN 55792. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same primary or next ensuing general election.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 13, 2024.

Dated: _____, 2024

BY ORDER OF THE SCHOOL BOARD

/s/ _____
School District Clerk

