



Jordan School District #717
 Regular Meeting Agenda

Monday, October 14, 2024 at 6:30 PM
 Regular Meeting
 CERC Multi-purpose Room
 500 Sunset Drive; Suite 3
 Jordan, MN 55352

1. Call to Order	
2. Pledge of Allegiance	
3. Roll Call	
4. Consideration of Agenda	
5. Jordan Pride Award	
6. Public Comments	3
7. Consent Agenda	
1. Minutes	5
2. Monthly Finance Reports	11
3. New Hire - HS Special Education Paraprofessional - Katrina Totenhagen	43
4. New Hire - HS Special Education Paraprofessional - Kimberly Williams	44
5. New Hire - ELS Special Education Paraprofessional - Jackie Quiroz	45
6. New Hire - MS LTS Special Education Paraprofessional - Samantha Pauly	46
7. Resignation - ES Cooks Helper - Staci Wenger	
8. Resignation - HS Special Education Teacher - Heidi Graf	
9. Resignation - HS Special Education Paraprofessional - Kelly Holzer	
8. Action / Discussion Items	
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1. Flag Donation	
2. MOU required by Read Act	49
3. Principals Contract	65
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5. Assurance of Compliance Annual Report	99
6. Review and Act Scott West Wrestling Overnight Trips	100
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2. HS Principal's Report	108
3. MS Principal's Report	110
4. ES Principal's Report	111
5. Director of Teaching and Learning's Report	113
6. Activities Director's Report	117
7. Community Education & Recreation Director's Report	118
8. Communications Director's Report	123
9. Nutritional Services Director's Report	125
10. Special Services Director's Report	127
11. Facilities Director's Report	129
12. School Board Member Reports / Committee Reports	130
10. Adjourn Regular Meeting	



Request to Address the School Board

According to School Board Policies 206 & 207, if a citizen wishes to speak to the School Board about an agenda item, the Superintendent's office must be notified.

Citizens must complete the 'Request to Address the School Board' form, which must be submitted in person or email to the School District Clerk, or other designee, by noon the day of the School Board meeting. The form may be dropped off at the District Office at 500 Sunset Drive, Jordan, MN 55352 or emailed to jfremming@isd717.org.

During the public comment part of each regular board meeting, up to 30 minutes of time will be allowed for district constituents to address the board. Each person may have up to 3 minutes of time to speak. The board is here to listen only and will not take action or discuss topics brought forward during the open forum. It may, at its discretion, ask questions for clarification of issues. The board may, if it deems appropriate, bring said issues forward at a subsequent meeting.

The following conduct is prohibited during the public comment period:

- *Speakers may not discuss or disclose any private educational data on any current or former student. As a result, speakers may not identify any current or former student during public comment. The only exception is that a parent who is speaking may choose to discuss private educational data on his or her own child.*
- *Speakers may not make allegations, charges or complaints against any student or employee. If a person wishes to make an allegation or to file a charge or complaint against a student or employee, the person should make the allegation, charge, or complaint to the Superintendent in writing or in a private meeting, or to the individual designated in District policy to receive the allegation, charge or complaint.*
- *Speakers may not make comments or gestures that are threatening, profane, lewd, vulgar, obscene, harassing, or abusive.*
- *Speakers may not make personal attacks against others, including, but not limited to, any student, parent, community member, employee, or School Board member.*
- *Speakers may not make comments that are defamatory or that would violate federal or state law, including laws protecting the privacy rights of an individual.*
- *Speakers may not make comments related to pending contract negotiations or to pending litigation to which the District is a party, including grievance proceedings.*
- *Speakers may not campaign for or against a political candidate during any part of a public School Board meeting.*
- *Speakers may not promote or advertise products that are for sale or purchase, unless the Board has invited the speaker to present the product as an agenda item.*



The open forum is the only opportunity for members of the audience to speak out during the meeting. Please attach the form and follow the guidelines for presenting your topic.

Name: _____ **Date:** _____
Phone Number: _____ **Email address:** _____

**This will only be used for follow-up to your shared issue/concern.*

Please specify the agenda Item you will be speaking to: _____

Please specifically state your purpose for addressing the School Board.

It is highly recommended to first speak to a district employee to discuss your issue/concern.

Have you previously contacted a School Board member and/or school employee about this issue/concern? YES NO

If so, please state name of board member/school employee: _____

If proper procedures have been followed and the School District Clerk, or other designee, has determined that proper communication channels have been followed, your request will be submitted to the Board Chair. The Board Chair will then call you by name, state the purpose of your address, and invite you to the podium during the scheduled time for open forum/public comments.

School District Clerk

Date/Time Received



Regular Meeting Minutes

Monday, September 9, 2024 at 6:30 PM

Regular Meeting

CERC Multi-purpose Room

500 Sunset Drive; Suite 3

Jordan, MN 55352

1. Call to Order

- Deb Pauly called the meeting to order at 6:30pm

2. Pledge of Allegiance

3. Roll Call

- Present: Deb Pauly, Sara Lehnen, Lauren Pedersen , Molly Monyok, Corinne Hennen, Jenny Kusske
- Absent: Rob Langheim

4. Review of Closed Session held during the regular meeting on 8/14/2023

Superintendent Evaluation

- Deb Pauly discussed the evaluation process and Superintendent Ranae Case Evenson's Evaluation and feedback from the board.

5. Consideration of Agenda

- Motion to approve the agenda made by Molly Monyok , Seconded by Lauren Pedersen Passed 6/0

6. Jordan Pride Awards

- MSBA School Board Recognition Month; Superintendent Ranae Case Evenson honored the board for their dedication to Jordan Public Schools, students and staff.
 - Deb Pauly - Board Chair
 - Sara Lehnen - Vice Chair
 - Lauren Pederson - Director
 - Molly Monyok - Director
 - Rob Langheim - Treasurer
 - Corinne Hennen - Director
 - Jenny Kusske - Clerk

7. Public Comments

- None

8. Consent Agenda

- 8.1. Minutes
 - 8/14/24 Regular Minutes
 - 8/28/24 Workshop Minutes
- 8.2. Monthly Finance Reports
 - Amy Hafemann prepared reports for the board to review.
- 8.3. Donations

Donor	Designated Purpose	Amount/Items
Mighycause	JES Backpack Program	\$45.00
Riverland Bank	Run of the Mill	\$200.00
Pekarna Meat Market	Run of the Mill	\$200.00
Ratwick, Roszak, & Maloney PA	Staff Breakfast	\$250.00
City Hall Creamery	Run of the Mill	\$200.00
HomeTown Bank	Run of the Mill	\$200.00
Penney Family Chiropractic	Run of the Mill	\$200.00
Quantmann Inc	Run of the Mill	\$200.00
Superior Contracting	Run of the Mill	\$200.00
Frandsen Bank & Trust	Run of the Mill	\$200.00
Albrecht Masonry	Run of the Mill	\$200.00
Jake's Barbershop	Run of the Mill	\$400.00
Chiropractic Specialists Inc	Run of the Mill	\$200.00
Jordan Fire Department	WEB Program Donation	\$1,000.00
All in one Delias Authentic	Run of the Mill	\$200.00
Jean & Thomas Raduenz	Clay Target Donation	\$300.00
Jackie & Tad Tewes	Jordan Middle School	Projector and Screen

- 8.4. Policies Updates
 - 8.4.1 626 Early Entrance to Kindergarten
 - 8.4.2 902 - Use of School District Facilities and Equipment
 - 8.4.3 Elimination of Policy 902.1
- 8.5. New Hire - ES Building Engineer - Brian Bedney
- 8.6. New Hire - ES Lunchroom Supervisor - Anntrovella Vaughn
- 8.7. Leave of Absence - MS Special Education Paraprofessional - Laurie Schanus
- 8.8. Resignation - ES Grade 1 Teacher - Madalyn Malecha
 - Motion to approve the consent agenda made by Corinne Hennen,
Seconded by Lauren Pedersen Passed 6/0

9. Action / Discussion Items

- 9.1. New Student Board Representative

- Jeff Vizenor introduced the new Student School Board Representative. Board Chair Deb Pauly read the oath and Henry Brick was sworn in to serve in this role for the 2024-2025 school year.
- 9.2. Review and Act on Districts Kids' Company Coordinator Contract
 - Superintendent Ranae Case Evenson discussed the new terms for the district Kids' Company Coordinator.
 - Motion to approve the District Kids' Company Contract made by Jenny Kusske, Seconded by Lauren Pedersen Passed 6/0
- 9.3. Review and Act on the Annual Levy Limitation and Certification
 - Amy Hafemann presented an Executive Summary and recommended the maximum amount. Board approval is required annually for certification of the levy by the end of September.
 - Motion to approve the maximum levy certification made by Jenny Kusske, Seconded by Sara Lehnen Passed 6/0
- 9.4. Finance Update
 - Amy Hafemann discussed VPK (Voluntary Pre-Kindergarten), a new program JPS is participating in to benefit 4 year olds in Pre-K..
 - Amy Hafemann provided an update on Year 3 Transportation contract rates with Benjamin Bus for the 2024-25 school year.
 - Amy Hafemann provided an overview of the projected FY 2024-25 budget.
- 9.5. MSBA Legislative Resolutions
 - Superintendent Ranae Case Evenson discussed proposed resolutions to provide MSBA for the upcoming legislative year.
 - Motion to approve to move forward with the proposals to legislation made by Lauren Pedersen, Seconded by Molly Monyok Passed 6/0
 - Superintendent Ranae Case Evenson spoke on a possible collaboration with Becker Public Schools as they are proposing a similar resolution.
 - Motion to approve to move forward with collaboration with Becker Public Schools on the proposals to legislation if there is added language on solutions made by Lauren Pedersen, Seconded by Corinne Hennen Passed 6/0

10. Board and Administrative Reports

- 10.1. Superintendent's Report
 - Superintendent Ranae Case Evenson discussed updates and the activities surrounding the back to school open house and other events and activities happening around the district.
- 10.2. HS Principal's Report
- 10.3. MS Principal's Report
- 10.4. ES Principal's Report
- 10.5. Teaching and Learning Director's Report
- 10.6. Activities Director's Report
- 10.7. Community Education & Recreation Director's Report

- 10.8. Communications and Marketing Specialist Report
- 10.9. Nutritional Services Director's Report
- 10.10. Special Services Director's Report
- 10.11. Facilities Director's Report
- 10.12. School Board Member Reports / Committee Reports
 - City/Schools
 - Community Education/Recreation
 - Policy
 - AIPAC
 - Booster Club
 - Education Foundation
 - SW Metro Intermediate District

11. Adjourn Regular Meeting

- Motion to adjourn the meeting at 8:02 pm made by Sara Lehnen

School Board Clerk

Date



Work Session Meeting Minutes

Monday, September 23, 2024 at 5:30 PM

Work Session Meeting

CERC Multi-purpose Room

500 Sunset Drive; Suite 3

Jordan, MN 55352

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1. Additional Agenda Item was added to the end of the Agenda- School Grounds Update
2. Branding Review and Discussion
 - Elise Pickle, Director of Communications, spoke on district branding. She discussed the District's Brand Guide and shared updates added to the Guide to reflect 2019 updates, added current Superintendent information, and proposed color palette updates.
3. Read Act MOU Update
 - Superintendent Ranae Case Evenson discussed the Read Act MOU, which is a component of 2024 legislation. Our plan is in alignment with legislation.
4. Resolution Update
 - Superintendent Ranae Case Evenson provided a legislative update regarding proposed resolutions brought to MSBA lobbyists.
5. School Grounds Update
 - Superintendent Ranae Case Evenson school provided an overview of current school district property and existing contract language with rights of first refusal.

School Board Clerk

Date



District Office
500 Sunset Drive, Suite #1
Jordan, Minnesota 55352
952-492-6200 main | 952-492-4445 fax

AMY HAFEMANN
Director of Finance
ahafemann@isd717.org

October 4, 2024

Board of Education Meeting

Finance Report

October, 2024 financial reports show activity that has been completed for the new FY2024-2025 thru September, 2024. There will be more invoices that will be paid out in the next couple of months.

The Vendor Payment Register gives the detailed activity of all vendors that have been paid in the month of September. The Payroll Payment Register gives detailed activity of the Payroll Liability companies that have been paid for the month of September.

The pie chart shows the expenses by object codes in the General Fund that were paid thru September, 2024. This chart is as current as can be at this time and is for the current year – FY2024-2025.

This is the time of year that the staff in the district office is working in 2 fiscal years. We are busy finishing up year-end work in FY2023-2024 while also working in the FY2024-2025. Some days are very challenging. The district's auditors from Eide Bailley will be in the office for field work Tuesday, October 15, 2024.

As always, if there are any questions, please feel free to contact me.

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
24385	AFLAC	0717	001			
			B 01	215 060	American Family/Flex Cancer	Wire
PO#:	Voucher #:		130874	Invoice	9/30/2024	Paid Amt: \$40.15
			B 01	215 060	American Family/Flex Cancer	Paid Amt: \$40.15
			B 01	215 060	Retiree Ins Payment-C Sternig	Paid Amt: \$25.60
PO#:	Voucher #:		131055	Invoice	9/30/2024	Paid Amt: \$65.75
						Check Amount: \$105.90
						Vendor Total: \$105.90
28892	AVIBEN	0717	001			
			B 01	215 077	Modern Woodmen	Wire
PO#:	Voucher #:		130891	Invoice	9/13/2024	Paid Amt: \$125.67
			B 01	215 068	ING/Aetna	Paid Amt: \$9,945.64
PO#:	Voucher #:		130885	Invoice	9/13/2024	Paid Amt: \$809.71
			B 01	215 067	Valic	Paid Amt: \$98.16
			B 01	215 068	ING/Aetna	Paid Amt: \$907.87
PO#:	Voucher #:		130898	Invoice	9/13/2024	Paid Amt: \$3,221.14
			B 01	215 055	Equitable Life	Paid Amt: \$325.00
			B 01	215 068	ING/Aetna	Paid Amt: \$1,512.78
PO#:	Voucher #:		130878	Invoice	9/13/2024	Paid Amt: \$3,546.14
			B 01	215 053	Fidelity Investment	Paid Amt: \$1,512.78
PO#:	Voucher #:		130881	Invoice	9/13/2024	Paid Amt: \$4,019.24
			B 01	215 078	Horace Mann	Paid Amt: \$2,260.28
PO#:	Voucher #:		130884	Invoice	9/13/2024	Paid Amt: \$850.02
			B 01	215 056	American Express	Paid Amt: \$1,169.48
PO#:	Voucher #:		130873	Invoice	9/13/2024	Paid Amt: \$850.02
			B 01	215 050	ECONOMIC SERVICES	Paid Amt: \$1,169.48
PO#:	Voucher #:		130879	Invoice	9/13/2024	Paid Amt: \$167.84
			B 01	215 057	Thrivent Financial	Paid Amt: \$316.68
PO#:	Voucher #:		130896	Invoice	9/13/2024	Paid Amt: \$167.84
			B 01	215 068	ING/Aetna	Paid Amt: \$316.68
			B 01	215 080	First Investors Corporation	Paid Amt: \$484.52
PO#:	Voucher #:		130882	Invoice	9/13/2024	Paid Amt: \$3,178.82
			B 01	215 064	Franklin Templeton	Paid Amt: \$351.32
			B 01	215 068	ING/Aetna	Paid Amt: \$205.55
PO#:	Voucher #:		130883	Invoice	9/13/2024	Paid Amt: \$3,530.14
			B 01	215 061	New York Life	Paid Amt: \$205.55
PO#:	Voucher #:		130893	Invoice	9/13/2024	Paid Amt: \$205.55
						Check Amount: \$28,557.33

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type	Paid Amt:	Check Amount:	Vendor Total:
11747	BLUE CROSS & BLUE SHIELD	0717 001	B 01 215 020	Health Ins	Wire	\$76,601.04		
PO#:	Voucher #:	130875	Invoice	Invoice No: S2025050		\$76,601.04	\$184,846.88	\$184,846.88
<hr/>								
6368	COLONIAL LIFE	0717 001	B 01 215 051	Colonial Life - Liability Account	Wire	\$79.77		
PO#:	Voucher #:	130876	Invoice	Invoice No: S2025050		\$79.77	\$79.77	\$79.77
<hr/>								
PO#:	Voucher #:	131057	Invoice	Colonial Life - Liability Account	Wire	\$79.77		
PO#:	Voucher #:	131057	Invoice	Invoice No: S2025060		\$79.77	\$79.77	\$79.77
<hr/>								
22350	FRANSDEN BANK AND TRUST	0717 001	B 01 215 003	Fed Tax	Wire	\$51,273.17		
PO#:	Voucher #:	130880	Invoice	Invoice No: S2025050		\$51,273.17	\$51,273.17	
PO#:	Voucher #:	130887	Invoice	Invoice No: S2025050		\$19,167.14		
PO#:	Voucher #:	130894	Invoice	Invoice No: S2025050		\$81,956.12		
<hr/>								
PO#:	Voucher #:	130890	Invoice	State Tax	Wire	\$26,818.61		
PO#:	Voucher #:	130890	Invoice	Invoice No: S2025050		\$26,818.61	\$26,818.61	\$26,818.61
<hr/>								
PO#:	Voucher #:	131068	Invoice	FICA	Wire	\$20,114.62		
PO#:	Voucher #:	131075	Invoice	Invoice No: S2025060		\$86,007.36		
PO#:	Voucher #:	131061	Invoice	Invoice No: S2025060		\$51,406.16		
PO#:	Voucher #:	131061	Invoice	Invoice No: S2025060		\$51,406.16	\$86,007.36	\$157,528.14

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type	Paid Amt:	Check Amount:	Vendor Total:
22350	FRANSEN BANK AND TRUST								
	0717	001	B 01	215 002		Wire	\$27,642.13		
PO#:	Voucher #:	131071	Invoice	State Tax	9/30/2024		\$27,642.13	\$27,642.13	\$27,642.13
				Invoice No: S2025060				\$27,642.13	\$364,385.31
<hr/>									
4689	JORDAN EDUCATION FOUNDATION								
	0717	001	B 01	215 073		Check	\$62.00		
PO#:	Voucher #:	130886	Invoice	Jordan Ed Foundation	9/13/2024		\$62.00	\$62.00	\$62.00
				Invoice No: S2025050				\$62.00	\$124.00
PO#:	Voucher #:	131067	Invoice	Jordan Ed Foundation	9/30/2024		\$62.00	\$62.00	\$62.00
				Invoice No: S2025060				\$62.00	\$124.00
<hr/>									
24948	MN CHILD SUPPORT PYMT CENTER								
	0717	001	B 01	215 029		Wire	\$778.90		
PO#:	Voucher #:	130888	Invoice	Child Support	9/13/2024		\$778.90	\$778.90	\$778.90
				Invoice No: S2025050				\$778.90	\$778.90
PO#:	Voucher #:	131069	Invoice	Child Support	9/30/2024		\$778.90	\$778.90	\$1,557.80
				Invoice No: S2025060				\$778.90	\$1,557.80
<hr/>									
27742	MN DEPT OF REVENUE								
	0717	001	B 01	215 074		Wire	\$72.00		
PO#:	Voucher #:	130889	Invoice	Garnishment	9/13/2024		\$72.00	\$72.00	\$72.00
				Invoice No: S2025050				\$72.00	\$72.00
PO#:	Voucher #:	131070	Invoice	Garnishment	9/30/2024		\$72.00	\$72.00	\$144.00
				Invoice No: S2025060				\$72.00	\$144.00
<hr/>									
23795	NATIONAL INSURANCE SERVICES OF WI, INC								
	0717	001	B 01	215 027		Check	\$39.21		
				Supplemental Life Ins				\$39.21	\$39.21

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type
23795 NATIONAL INSURANCE SERVICES OF WI, INC					
	0717	001	110844		
		B 01	215 035		Check
		B 01	215 065		
PO#:	Voucher #:	130892	Invoice	9/30/2024	Paid Amt: \$3,056.33
		B 01	215 027		\$1,077.58
		B 01	215 035		\$1,939.54
		B 01	215 065		\$39.21
		B 01	215 027		\$1,078.51
		B 01	215 065		\$1,943.93
		B 01	215 027		(\$19.62)
		B 01	215 026		\$112.00
		B 01	215 035		\$197.35
		B 01	215 065		(\$198.69)
PO#:	Voucher #:	131073	Invoice	9/30/2024	Paid Amt: \$3,152.69
					Check Amount: \$6,209.02
					Vendor Total: \$6,209.02
24384 NCPERS MINNESOTA					
	0717	001	110845		
		B 01	215 032		Check
PO#:	Voucher #:	131077	Invoice	9/30/2024	Paid Amt: \$37.34
					Check Amount: \$37.34
					Vendor Total: \$37.34
21993 PUBLIC EMPLOYEES RETIREMENT ASSN					
	0717	001			
		B 01	215 014		Wire
PO#:	Voucher #:	130895	Invoice	9/13/2024	Paid Amt: \$17,757.13
					Check Amount: \$17,757.13
					Vendor Total: \$17,757.13
21994 TEACHERS RETIREMENT ASSN					
	0717	001			
		B 01	215 014		Wire
PO#:	Voucher #:	131076	Invoice	9/30/2024	Paid Amt: \$24,829.61
					Check Amount: \$24,829.61
					Vendor Total: \$42,586.74
21994 TEACHERS RETIREMENT ASSN					
	0717	001			
		B 01	215 018		Wire
PO#:	Voucher #:	130897	Invoice	9/13/2024	Paid Amt: \$87,862.47
					Check Amount: \$87,862.47

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type
21994	TEACHERS RETIREMENT ASSN	0717 001	B 01 215 018	TRA	Wire
	Voucher #: 131079	Invoice	Invoice No: S2025060	9/30/2024	\$86,898.78
					Paid Amt: \$86,898.78
					Check Amount: \$86,898.78
					Vendor Total: \$174,761.25
5942	WEX	0717 001	B 01 215 092	Flex-Dep Care	Wire
			B 01 215 092	Flex Dep Care	\$958.33
			B 01 215 093	Flex Med Care	\$958.33
			B 01 215 093	Flex Med Care	\$595.85
			B 01 215 092	Flex-Dep Care-adj to claims	\$734.73
			B 01 215 090	FY2023-24 Flex Dep Care claims	(\$1,916.66)
			B 01 215 093	Flex Med Care-adj to claims	\$3,200.32
	Voucher #: 131182	Invoice	Invoice No: S2025050	9/30/2024	\$2,355.19
					Paid Amt: \$6,886.09
					Check Amount: \$6,886.09
~	WEX	0717 001	B 01 215 028	Flex Employee Contributions	Wire
	Voucher #: 131183	Invoice	Invoice No: S2025060	9/30/2024	\$4,682.95
					Paid Amt: \$4,682.95
					Check Amount: \$4,682.95
					Vendor Total: \$11,569.04
					Report Total: \$844,462.87

Jordan Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type	Amount
6592								
		ADAMEK, CHAD		0717	001	110727	Check	
		E 01	128	294	000	305	303	\$73.33
		E 01	300	294	000	305	303	\$25.00
		MS Football 9/12/24						
		FB Announcer 8/29/24						
		Invoice No: FB Official						
		9/20/2024						
		Paid Amt: \$98.33						
		Check Amount: \$98.33						
		Vendor Total: \$98.33						
3157								
		ALL FLAGS, LLC		0717	001	110695	Check	
		E 01	100	810	000	401	000	\$102.07
		E 01	128	810	000	401	000	\$102.08
		ES-MN State Flags for Schools						
		MS-MN State Flags for Schools						
		HS-MN State Flags for Schools						
		9/12/2024						
		Paid Amt: \$306.23						
		Check Amount: \$306.23						
		Vendor Total: \$306.23						
6429								
		ALL FURNITURE		0717	001	110684	Check	
		E 06	100	870	024	305	000	\$17,600.00
		JES Moving Equip/Boxes Phase 2						
		9/12/2024						
		Paid Amt: \$17,600.00						
		Check Amount: \$17,600.00						
		Vendor Total: \$17,600.00						
26895								
		AMAZON CAPITAL SERVICES		0717	001	110685	Check	
		E 06	100	870	024	555	500	\$1,154.65
		E 06	100	870	024	555	500	\$23.03
		E 06	100	870	024	555	500	\$6.69
		E 06	100	870	024	555	500	\$6,807.50
		E 06	100	870	024	555	500	\$5,505.50
		E 06	100	870	024	555	500	\$11.99
		B00B21TLQU VIVO Single Monitor Arm Desk Iv						
		B07ZKNRR3T DEWENWILS 2-Pack 10FT Pov						
		B08BRYJWSM Amazon Basics HDMI Cable, 4f						
		B09Y71WMSP HP Thunderbolt Dock 120W G4						
		B0BG37895L HP P22h G5 21.5" Full HD Edge						
		B0CKPKDD96 Highwings Long HDMI Cable 15						
		9/12/2024						
		Paid Amt: \$13,509.36						
		PO#: 60001						
		Voucher #: 130829						
		Invoice No: 19W4-YXHR-97DD						
		E 06	100	870	024	555	500	\$19.98
		E 06	100	870	024	555	500	\$159.92
		E 06	100	870	024	555	500	\$26.59
		B092HYLH8N CLEEFUN USB C to USB C Cat						
		B09C5RG6KV Anker USB C Charger, 735 Char						
		B09MSWPMF7 VIVO 13 inch Over Under VES,						
		9/12/2024						
		Paid Amt: \$206.49						
		PO#: 60111						
		Voucher #: 130831						
		Invoice No: 1HNK-PC7K-MQCX						
		E 06	100	870	024	530	502	\$193.99
		Microwave Credit						
		9/12/2024						
		Paid Amt: \$206.49						
		PO#: 60111						
		Voucher #: 130834						
		Credit Invoice No: 1JJ4-JJ4M-7L3J						
		E 06	100	870	024	555	500	\$23.69
		E 06	100	870	024	555	500	\$94.99
		B00ZKFRRIU Mounting Dream UL Listed Full M						
		B072KNQJXM VIVO Black Sit-Stand Wall Mour						
		E 06	100	870	024	555	500	\$232.50
		B09TZ9K14M Power Strip Surge Protector Flat						

Jordan Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
26895		AMAZON CAPITAL SERVICES					
		0717	001		110685		
				E 06 100 870 024 555 500	B0CMNBB5QK Cat 6 Junction Box 5 Pack Cat5		Check \$13.99
				E 06 100 870 024 555 500	B0CMW2G8WB Mini PC Mount for HP Desktop		\$29.99
PO#: 60048		Voucher #:		Invoice No: 1TVX-GDQY-4TVJ	9/12/2024		Paid Amt: \$395.16
				E 06 100 870 024 555 500	B07GZR9DSK CyberPower ST625U Standby U		\$139.90
				E 06 100 870 024 555 500	B08B31ZNRN FLYPROFiber 15M OM1 LC to L		\$15.99
PO#: 60090		Voucher #:		Invoice No: 1WC1-K9YF-JCNN	9/12/2024		Paid Amt: \$155.89
				E 06 100 870 024 530 502	B00P84EVMQ RCA RFR321-B-Black-COM RF		\$189.99
				E 06 100 870 024 530 502	B01EIZSFG1 Farberware Countertop Microwave		\$101.69
				E 06 100 870 024 530 502	B079CB4Y5V Farberware 1100W 2.2 cu ft Coui		\$399.98
				E 06 100 870 024 530 502	Amazon Shipping Charge		\$0.00
				E 06 100 870 024 530 502	Promotion		(\$12.00)
PO#: 60116		Voucher #:		Invoice No: 11CR-GWRR-13RC	9/12/2024		Paid Amt: \$679.66
				E 06 100 870 024 555 500	B003EDXJ4O GearIT Cat 6 Ethernet Cable 10 f		\$89.97
				E 06 100 870 024 555 500	B00NH13DV2 Amazon Basics USB-A to USB-B		\$230.65
				E 06 100 870 024 555 500	B00PUV0QQM Electriduct Large Hook Channel		\$9.99
				E 06 100 870 024 555 500	B07ZKNRR3T DEWENWILS 2-Pack 10FT Pow		\$362.55
				E 06 100 870 024 555 500	B08BRYJWSM Amazon Basics HDMI Cable, 4f		\$234.15
				E 06 100 870 024 555 500	B09BNPHCZX VELCRO Brand Extreme Outdoor		\$99.45
				E 06 100 870 024 555 500	B0CQ28WX7V 34in TV Cord Hider for Wall Moi		\$13.99
				E 06 100 870 024 555 500	Freight		\$8.81
PO#: 60142		Voucher #:		Invoice No: 1XYJ-9XDV-TFG9	9/12/2024		Paid Amt: \$1,049.56
				Invoice			Check Amount: \$15,802.13
		0717	001		110728		
				E 01 100 203 000 401 164	B086PMM18D X-ACTO Mighty Mite Electric Pei		Check \$252.20
				E 01 100 203 000 401 164	Amazon Shipping Charge		\$0.00
PO#: 60170		Voucher #:		Invoice No: 1NQW-Q4KC-CNWD	9/20/2024		Paid Amt: \$252.20
				E 01 300 211 000 430 000	B074ZRZ4CZ Swingline Commercial Stapler, 2C		\$16.45
				E 01 300 211 000 430 000	B07VGB832X Shuttle Art 304 Pack Washable Iv		\$56.98
				E 01 300 211 000 430 000	Amazon Shipping Charge		\$0.00
PO#: 60160		Voucher #:		Invoice No: 1CXX-W7X3-6MHH	9/20/2024		Paid Amt: \$73.43
				E 01 300 402 740 433 000	B06VVWBW9BQ Scribbledo 6 Pack Small White		\$33.50
				E 01 300 402 740 433 000	Amazon Shipping Charge		\$0.00
PO#: 60145		Voucher #:		Invoice No: 17H1-DWN4-MG1M	9/20/2024		Paid Amt: \$33.50
				E 01 300 211 302 460 000	0316282642 Hollow Fires		\$10.99
				E 01 300 211 302 460 000	0358108063 After the Shot Drops		\$10.49
				E 01 300 211 302 460 000	0374303231 The 57 Bus: A True Story of Two Te		\$8.24
				E 01 300 211 302 460 000	1419760866 Lightlark (The Lightlark Saga Book		\$12.33

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type
26895					
AMAZON CAPITAL SERVICES					
	0717	001	110728		
		E 01 300 211 302 460 000	Amazon Shipping Charge		Check
				\$0.00	
PO#:	60159	Voucher #:	130906 Invoice	Invoice No: 13QK-C1T1-PNF9	9/20/2024
		E 02 128 770 701 401 000	B00GRMG2FM Saftco Desk Side Wire Machine	\$135.98	Paid Amt: \$42.05
		E 02 128 770 701 401 000	Amazon Shipping Charge	\$0.00	
PO#:	60163	Voucher #:	130907 Invoice	Invoice No: 1MVP-R3HK-GQWW	9/20/2024
		E 01 300 219 317 465 000	B08QBLQL44 Pocketaalk Plus -Real Time, Two-1	\$845.13	Paid Amt: \$135.98
		E 01 128 219 317 465 000	B08QBLQL44 Pocketaalk Plus -Real Time, Two-1	\$845.13	
		E 01 300 219 317 465 000	Amazon Shipping Charge	\$0.00	
PO#:	60179	Voucher #:	130910 Invoice	Invoice No: 1J7W-J39G-M97V	9/20/2024
		E 01 300 258 000 401 000	B00OFNM2TU Command Large Universal Fram	\$15.62	Paid Amt: \$1,690.26
		E 01 300 258 000 401 000	B01410YNAM Wireless Presenter, Hyperlink Vo	\$15.59	
		E 01 300 258 000 401 000	B0751S46TS Command Medium Refill Adhesiv	\$10.25	
		E 01 300 258 000 401 000	B0751VFF2P Command Large Refill Adhesive	\$10.02	
		E 01 300 258 000 401 000	B0874RK22D upsimples 16x20 Picture Frame	\$46.99	
		E 01 300 258 000 401 000	B0BZPSKZFL 4 Pack NRR 28dB Safety Ear Ml	\$37.99	
		E 01 300 258 000 401 000	Amazon Shipping Charge	\$0.00	
PO#:	60203	Voucher #:	130911 Invoice	Invoice No: 1KPJ-G6PP-7YDW	9/20/2024
		E 01 300 296 000 305 326	Soccer Official 9/3/24	\$100.00	Paid Amt: \$136.46
		E 01 300 294 000 305 326	Soccer Official	\$100.00	Check Amount: \$2,363.88
Vendor Total: \$18,166.01					
3236					
ANDREWS, JOHN					
	0717	001	110696		
		E 01 300 296 000 305 326	Soccer Official 9/3/24	\$100.00	Check
PO#:		Voucher #:	130842 Invoice	Invoice No: Soccer Official	9/12/2024
		E 01 300 294 000 305 326	Soccer Official	\$100.00	Paid Amt: \$100.00
		E 01 300 294 000 305 326	Soccer Official	\$100.00	Check Amount: \$100.00
Vendor Total: \$170.00					
3661					
APPLIANCE SERVICE AND SALES CENTER INC					
	0717	001	110686		
		E 06 100 870 024 530 502	ES Staff Lounge Fridge	\$2,324.96	Check
PO#:		Voucher #:	130824 Invoice	Invoice No: 08204004	9/12/2024
		E 01 100 403 419 433 000	3091-Dryer cord	\$25.99	Paid Amt: \$2,324.96
		E 01 100 403 419 433 000	3091-Dryer cord	\$25.99	Check Amount: \$2,324.96
Vendor Total: \$270.00					

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type
5685 BAUER, COLTON					
	0717	001	110731		
	E 01	300 292 000 302 000		9/20/2024	Check
					\$43.33
PO#:	Voucher #:	130913	Invoice No:	FB Official	Paid Amt: \$190.00
					Check Amount: \$190.00
					Vendor Total: \$190.00
26156 BIFFS, INC.					
	0717	001	110692		
	E 01	300 292 000 335 300	HS		Check
	E 04	005 505 321 305 000	CE		\$120.75
					\$120.75
PO#:	Voucher #:	130838	Invoice No:	W975325-Balance Due	Paid Amt: \$241.50
				9/12/2024	Check Amount: \$241.50
					Vendor Total: \$241.50
5630 BLOOMINGTON JEFFERSON HIGH SCHOOL					
	0717	001	110732		
	E 01	300 296 000 369 342	B-squad-09/21 - Volleyball Tournament		Check
	E 01	300 296 000 369 342	C-squad-09/21 - Volleyball Tournament		\$215.00
					\$215.00
PO#:	Voucher #:	130914	Invoice No:	9/21/24	Paid Amt: \$430.00
				9/20/2024	Check Amount: \$430.00
					Vendor Total: \$430.00
11747 BLUE CROSS & BLUE SHIELD					
	0717	001	110733		
	B 01	215 024	Oct 2024 D. Swenson		Check
					\$282.50
PO#:	Voucher #:	130912	Invoice No:	240830143195	Paid Amt: \$282.50
				9/20/2024	Check Amount: \$282.50
					Vendor Total: \$282.50
5105 BRAUN INTERTEC CORPORATION					
	0717	001	110687		
	E 06	100 870 024 305 000	JES Construction & Materials Testing		Check
					\$10,282.50
PO#:	Voucher #:	130836	Invoice No:	B397887	Paid Amt: \$10,282.50
				9/12/2024	Check Amount: \$10,282.50
					Vendor Total: \$10,282.50
5978 BRULE, JACOB					
	0717	001	110734		
	E 04	005 505 321 305 515	Track & Field Camp 7/29/24-8/2/24		Check
					\$142.50
PO#:	Voucher #:	130937	Invoice No:	T&F Camp 2024	Paid Amt: \$142.50
				9/20/2024	Check Amount: \$142.50
					Vendor Total: \$142.50

Jordan Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
26916	1	CDW LLC	0717	001	110688		Check
				E 06	100 870 024 455 500	7787073-Newline Q Pro Series 75" 4K UHD LEI	\$64,750.00
				E 06	100 870 024 455 500	5147467-Newline Wall Mount Stand for 650 700	\$0.00
		Voucher #:		130835	Invoice	Invoice No: SP49620	
		PO#:	59468			9/12/2024	
							Paid Amt: \$64,750.00
							Check Amount: \$64,750.00
							Vendor Total: \$64,750.00
2895		CLEAR, DAVE	0717	001	110735		Check
				E 01	300 296 000 305 326	Soccer Official 9/10/24	\$139.00
		Voucher #:		130915	Invoice	Invoice No: Soccer Official	
		PO#:				9/20/2024	
							Paid Amt: \$139.00
							Check Amount: \$139.00
							Vendor Total: \$139.00
2629		COMCAST	0717	001	110699		Check
				E 04	005 505 321 320 550	8/4/24-9/3/24	\$2.27
				E 04	005 505 321 320 550	9/4/24-10/3/27	\$2.27
		Voucher #:		130846	Invoice	Invoice No: 8/25/24	
		PO#:				9/12/2024	
							Paid Amt: \$4.54
							Check Amount: \$4.54
							Vendor Total: \$4.54
1282		COMPANION CORPORATION	0717	001	110767		Check
				E 04	005 505 321 320 550	Service 9/18/24-10/17/24	\$2.27
		Voucher #:		131016	Invoice	Invoice No: 9/8/24	
		PO#:				9/27/2024	
							Paid Amt: \$2.27
							Check Amount: \$2.27
							Vendor Total: \$6.81
6256		COOLEY, TONY	0717	001	110693		Check
				E 04	005 505 321 366 518	Shell 6/26/24	\$25.44
				E 04	005 505 321 366 518	BBQ Days Parade	\$37.00
				E 04	005 505 321 366 518	Tourney #1 Mileage	\$32.40
							Paid Amt: \$6,216.00
							Check Amount: \$6,216.00
							Vendor Total: \$6,216.00

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type
6256 COOLEY, TONY					
	0717	001	110693		
	E 04	005 505 321 366 518	Tourney #2 Mileage		Check
PO#:	Voucher #:	130839	Invoice No: Reimbursement	9/12/2024	Paid Amt: \$134.04
					Check Amount: \$134.04
0717 001 110701					
	E 04	005 505 321 366 518	8/4/24 Banquet		Check
	E 04	005 505 321 366 518	8/5/24 Ice		\$263.84
	E 04	005 505 321 366 518	8/5/24 Banquet		\$14.98
	E 04	005 505 321 366 518	8/4/24 Target		\$35.24
	E 04	005 505 321 366 518	7/18/24 Kwik Trip		\$27.60
	E 04	005 505 321 366 518	7/15/24 Costco		\$4.02
	E 04	005 505 321 366 518	7/22/24 Membership Fee		\$119.64
	E 04	005 505 321 366 518	7/22/24 Bass Nation		\$20.00
	E 04	005 505 321 366 518	7/10/24 Tourney #3 Mileage		\$30.00
	E 04	005 505 321 366 518	Reimbursements	9/12/2024	\$86.56
PO#:	Voucher #:	130847	Invoice No: Reimbursements	9/12/2024	Paid Amt: \$601.88
					Check Amount: \$601.88
					Vendor Total: \$735.92
6280 DEBLOIS, RICHARD					
	0717	001	110702		
	E 01	300 294 000 305 303	FB Official 8/29/24 Pay Adj		Check
PO#:	Voucher #:	130848	Invoice No: FB Official	9/12/2024	Paid Amt: \$10.00
					Check Amount: \$10.00
					Vendor Total: \$10.00
5008 DONAHUE, BRIAN					
	0717	001	110703		
	E 01	300 294 000 305 303	FB Official 8/29/24 Pay Adj		Check
PO#:	Voucher #:	130849	Invoice No: FB Official	9/12/2024	Paid Amt: \$10.00
					Check Amount: \$10.00
					Vendor Total: \$10.00
28817 FARMINGTON HIGH SCHOOL					
	0717	001	110736		
	E 01	300 296 000 369 342	Varsity-09/17 - Cross Country Invitational		Check
PO#:	Voucher #:	130916	Invoice No: CC 9/17/24	9/20/2024	Paid Amt: \$200.00
					Check Amount: \$200.00
					Vendor Total: \$200.00
6583 FINNEGAN PLAYGROUND ADVENTURES					
	0717	001	110689		
	E 06	100 870 024 510 501	Club House Cabin		Check
					\$13,950.70

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type
6583 FINNEGAN PLAYGROUND ADVENTURES					
	0717	001	110689		
	E 06	100 870 024	510 501	Strato Rock/Climb W/Slide	Check
	E 06	100 870 024	510 501	Log Mound Tunnel	\$35,232.00
	E 06	100 870 024	510 501	Lady Bug Steppers	\$12,216.00
	E 06	100 870 024	510 501	GAGA Pit Surface	\$1,644.40
	E 06	100 870 024	510 501	Delivery & Install	\$2,570.00
	E 06	100 870 024	510 501	FPA Discount	\$14,408.00
					(\$7,500.00)
PO#:	Voucher #:	130825	Invoice	9/12/2024	Invoice No: 99
				Paid Amt:	\$72,521.10
				Check Amount:	\$72,521.10
				Vendor Total:	\$72,521.10
28334 FRICKE, VICKI					
	0717	001	110704		
	E 04	005 508 321	305 000	July-Aug 2024 Personal Training	Check
PO#:	Voucher #:	130850	Invoice	9/12/2024	Invoice No: July-Aug 2024
				Paid Amt:	\$350.00
				Check Amount:	\$350.00
				Vendor Total:	\$350.00
6431 GAME ONE					
	0717	001	110675		
	E 04	005 505 321	401 515	Wilson Baseballs	Check
	E 04	005 505 321	401 515	Baseball Scorebook	\$539.94
	E 04	005 505 321	401 515	Baseball Line-Up Card	\$29.95
	E 04	005 505 321	401 515	Freight	\$11.98
					\$28.84
PO#:	Voucher #:	130814	Invoice	9/16/2024	Invoice No: 10261203
				Paid Amt:	\$610.71
				Check Amount:	\$610.71
				Vendor Total:	\$610.71
27120 GOPHER STATE ONE-CALL					
	0717	001	110737		
	E 01	005 810 000	305 000	Aug 2024 E Mailed Tickets	Check
PO#:	Voucher #:	130917	Invoice	9/20/2024	Invoice No: 4081084
				Paid Amt:	\$13.50
				Check Amount:	\$13.50
				Vendor Total:	\$13.50
6262 GREENE, MICKEY					
	0717	001	110738		
	E 01	300 294 000	305 326	Soccer Official 9/10/24	Check
PO#:	Voucher #:	130918	Invoice	9/20/2024	Invoice No: Soccer Official
				Paid Amt:	\$139.00
				Check Amount:	\$139.00
				Vendor Total:	\$139.00

Jordan Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
24629		H.A.S. LLC	0717	001	110768		Check
				E 01	300 865 363 305 000	JHS	\$175.00
				E 01	128 865 363 305 000	JMS	\$175.00
				E 01	128 865 363 305 000	Mobile truck charge	\$17.50
				E 01	300 865 363 305 000	Mobile truck charge	\$17.50
PO#:	60287	Voucher #:		131017	Invoice	Invoice No: 1457/1458	9/27/2024
							Paid Amt: \$385.00
							Check Amount: \$385.00
							Vendor Total: \$385.00
5006		HAEFNER, SCOTT	0717	001	110705		Check
				E 01	300 294 000 305 303	FB Official 8/29/24 Pay Adj	\$10.00
PO#:		Voucher #:		130851	Invoice	Invoice No: FB Official	9/12/2024
							Paid Amt: \$10.00
							Check Amount: \$10.00
							Vendor Total: \$10.00
1327		HEGER'S DAIRY LLC	0717	001	110739		Check
				E 02	100 770 701 495 000	ES	\$248.88
				E 02	128 770 701 495 000	MS	\$223.80
				E 02	300 770 701 495 000	HS	\$345.28
				E 02	300 770 701 495 000	River Valley	\$102.14
				E 02	128 770 701 495 000	St John's	\$149.45
PO#:		Voucher #:		130919	Invoice	Invoice No: Aug 2024 Milk	9/20/2024
							Paid Amt: \$1,069.55
							Check Amount: \$1,069.55
							Vendor Total: \$1,069.55
23188		HEIMATFEST	0717	001	110770		Check
				E 04	005 505 321 401 513	Run of the Mill 2024 Heimatfest Bucks	\$141.00
PO#:	60459	Voucher #:		131019	Invoice	Invoice No: 9/18/24	9/27/2024
							Paid Amt: \$141.00
							Check Amount: \$141.00
							Vendor Total: \$141.00

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type
6485	HEIMKES, JESSICA	0717 001	110706		
	E 04 005 508 321 305 000			July-Aug 2024 Personal Training	
PO#:	Voucher #: 130852	Invoice	Invoice No: July-Aug 2024	9/12/2024	
					\$175.00
					Paid Amt: \$175.00
					Check Amount: \$175.00
					Vendor Total: \$175.00
25652 11	HERMAN'S LANDSCAPING SUPPLIES	0717 001	110707		
	E 01 100 810 000 350 199			Ton red rock, class 5	
	E 01 100 810 000 350 199			Delivery	
PO#:	Voucher #: 130853	Invoice	Invoice No: 498683/1	9/12/2024	
					\$195.00
					\$75.00
					Paid Amt: \$270.00
					Check Amount: \$270.00
					Vendor Total: \$270.00
3683	HRYPA, WILLIAM	0717 001	110740		
	E 01 300 294 000 305 326			Soccer Official 9/16/24	
PO#:	Voucher #: 130940	Invoice	Invoice No: Soccer Official	9/20/2024	
					\$85.00
					Paid Amt: \$85.00
					Check Amount: \$85.00
					Vendor Total: \$85.00
21761	IND SCH DIST #716	0717 001	110760		
	E 01 005 205 000 161 000			FY24 Title III Expenses	
	E 01 005 205 000 210 000			FY24 Title III Expenses	
	E 01 005 205 000 214 000			FY24 Title III Expenses	
PO#:	Voucher #: 130945	Invoice	Invoice No: Title III Exp FY24	9/23/2024	
					\$3,677.53
					\$283.05
					\$277.50
					Paid Amt: \$4,238.08
					Check Amount: \$4,238.08
					Vendor Total: \$4,238.08
2491	INTEGRATED FIRE & SECURITY	0717 001	110762		
	E 01 300 865 363 350 000			Initial dispatch	
	E 01 300 865 363 350 000			Labor - 07/26	
	E 01 300 865 363 350 000			Labor - 07/26	
	E 01 300 865 363 350 000			Truck/service charge	
PO#:	Voucher #: 130950	Invoice	Invoice No: 97074	9/24/2024	
					\$220.00
					\$948.75
					\$1,113.75
					\$95.00
					Paid Amt: \$2,377.50
					Check Amount: \$2,377.50
					Vendor Total: \$2,377.50
23290	INTERMEDIATE DISTRICT #917	0717 001	110725		
	E 01 998 211 000 390 000			FY24 Non Member Access Fees-A. Preuss	
					\$674.58
					Paid Amt: \$674.58
					Check Amount: \$674.58
					Vendor Total: \$674.58

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type
23290					
INTERMEDIATE DISTRICT #917					
	0717	001	110725		
	E 01	998 405 740 394 000		FY24 Spec ED Non Member Access Fees-A. Pr	Check
					\$1,314.31
PO#:	60422	Voucher #:	130900 Invoice	Invoice No: INV0001851	
				9/20/2024	
				Paid Amt:	\$1,988.89
				Check Amount:	\$1,988.89
				Vendor Total:	\$1,988.89
6601					
ISAAC, ROBERT					
	0717	001	110763		
	E 04	005 505 321 366 518		June 2024 Boat Gas	Check
					\$33.73
	E 04	005 505 321 366 518		6/24/24 Tourney #1 Mileage	
					\$28.21
PO#:		Voucher #:	131012 Invoice	Invoice No: FY24 Reimbursements	
				9/27/2024	
				Paid Amt:	\$61.94
				Check Amount:	\$61.94
				Vendor Total:	\$61.94
6454					
JOHNSON, MICHAEL					
	0717	001	110694		
	E 04	005 505 321 366 518		7/21/24 Boat Gas	Check
					\$32.34
	E 04	005 505 321 366 518		7/19/24 Tourney #2 Mileage	
					\$219.09
PO#:		Voucher #:	131020 Invoice	Invoice No: FY25 Reimbursements	
				9/27/2024	
				Paid Amt:	\$251.43
				Check Amount:	\$251.43
				Vendor Total:	\$313.37
6454					
JOHNSON, MICHAEL					
	0717	001	110694		
	E 04	005 505 321 366 518		Gas for Boat 5/20/24	Check
					\$47.75
PO#:		Voucher #:	130840 Invoice	Invoice No: Reimbursements	
				9/12/2024	
				Paid Amt:	\$47.75
				Check Amount:	\$47.75
				Vendor Total:	\$47.75
24970					
JORDAN ACE HARDWARE					
	0717	001	110708		
	E 01	005 810 000 401 000		Stadium	Check
					\$11.99
	E 01	300 292 000 401 300		Complex	
					\$36.99
	E 01	300 810 000 350 274		HS In House Repairs	
					\$228.61
	E 01	128 810 000 350 274		MS In House Repairs	
					\$490.94
	E 01	300 810 000 350 199		HS Upkeep of Grounds	
					\$48.43
	E 01	128 810 000 401 000		MS Maintenance Supplies	
					\$126.26
	E 04	005 505 321 401 550		CERC Supplies	
					\$12.34
	E 04	005 505 321 350 550		CERC	
					\$1.11
	E 04	005 570 321 401 000		Kids Co	
					\$24.97
PO#:		Voucher #:	130855 Invoice	Invoice No: July 2024	
				9/12/2024	
				Paid Amt:	\$981.64
				Check Amount:	\$981.64
				Vendor Total:	\$981.64

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type	Paid Amt:	Check Amount:	Vendor Total:
24970 JORDAN ACE HARDWARE								
	0717	001	110708		Check			
		E 01	300 810 000 350 274	HS In House Repairs		\$135.90		
		E 01	300 810 000 350 199	HS Upkeep of Grounds		\$89.47		
		E 01	128 810 000 401 000	MS Maintenance Supplies		\$66.59		
		E 04	005 570 321 401 000	Kids Co		\$2.99		
PO#:	Voucher #:	130854	Invoice	Invoice No: Aug 2024		\$418.94	\$1,400.58	\$1,400.58
<hr/>								
6590 KIELAS, CHRISTOPHER								
	0717	001	110772		Check			
		E 01	300 294 000 305 303	FB Official 9/20/24		\$125.00		
PO#:	Voucher #:	131021	Invoice	Invoice No: FB Official		\$125.00	\$125.00	\$125.00
<hr/>								
6591 KLEIN, THOMAS								
	0717	001	110741		Check			
		E 01	300 294 000 305 326	Soccer Official 9/16/24		\$85.00		
PO#:	Voucher #:	130942	Invoice	Invoice No: Soccer Official		\$85.00	\$85.00	\$85.00
<hr/>								
2254 KOHLHARDT, DEB								
	0717	001	110676		Check			
		E 04	005 508 321 305 000	Evening Gentle Yoga 6/25/24-8/5/24		\$106.40		
PO#:	Voucher #:	130815	Invoice	Invoice No: Evening Gentle Yoga		\$106.40	\$106.40	\$106.40
<hr/>								
3658 KRAMER, PAUL								
	0717	001	110742		Check			
		E 01	300 296 000 305 326	Soccer Official 9/16/24		\$70.00		
PO#:	Voucher #:	130944	Invoice	Invoice No: Soccer Official		\$70.00	\$70.00	\$70.00
<hr/>								
4171 KRAMLINGER PIANO SERVICE								
	0717	001	110677		Check			
		E 01	300 259 000 350 000	Piano Tuning 9/10/24		\$660.00		
PO#:	Voucher #:	130816	Invoice	Invoice No: 082924		\$660.00	\$660.00	\$660.00
<hr/>								

Jordan Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
5383 LUCAS/AUDREY							
		0717	001		110709		
		E 04	005	508	321 305 000	MOX Fitness Session 18 7/15/24-9/5/24	Check
							\$1,090.50
PO#:		Voucher #:			Invoice No:		
		130856			MOX Session 18	9/12/2024	
							Paid Amt: \$1,090.50
							Check Amount: \$1,090.50
							Vendor Total: \$1,090.50
1919 MASA							
		0717	001		110710		
		E 01	005	020	000 366 000	R. Evenson 9/29/24-10/1/24	Check
							\$329.00
PO#:		Voucher #:			Invoice No:		
		130857			MASA Fall Conference	9/12/2024	
							Paid Amt: \$329.00
							Check Amount: \$329.00
							Vendor Total: \$329.00
5867 METRONET							
		0717	001		110743		
		E 04	005	582	344 320 000	School Readiness	Check
							\$25.96
		E 04	005	570	321 320 000	Kids Co	
							\$7.42
		E 02	005	770	701 320 000	ES Food Service	
							\$3.71
		E 01	100	203	000 320 000	ES	
							\$333.71
		E 04	005	505	321 320 550	CERC	
							\$17.41
		E 02	005	770	701 320 000	MS Food Service	
							\$4.35
		E 01	128	211	000 320 000	MS	
							\$413.60
		E 02	005	770	701 320 000	HS Food Service	
							\$9.20
		E 01	300	211	000 320 000	HS	
							\$450.59
PO#:		Voucher #:			Invoice No:		
		130921			Invoice Sept 2024	9/20/2024	
							Paid Amt: \$1,265.95
							Check Amount: \$1,265.95
							Vendor Total: \$1,265.95
6597 MIDWEST SPECIALTY MAINTENANCE, INC							
		0717	001		110761		
		E 06	100	870	024 305 000	Commercial Cleaner	Check
							\$7,040.00
PO#:		Voucher #:			Invoice No:		
		130837			24104.9	9/23/2024	
							Paid Amt: \$7,040.00
							Check Amount: \$7,040.00
							Vendor Total: \$7,040.00
25844 MN HISTORICAL SOCIETY							
		0717	001		110711		
		E 01	128	211	302 406 000	Shipping Charge PO 59936	Check
							\$8.73
PO#:		Voucher #:			Invoice No:		
		130859			31935-Balance Due	9/12/2024	
							Paid Amt: \$8.73
							Check Amount: \$8.73
							Vendor Total: \$8.73

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type
4016 MN HORSE AND HUNT CLUB					
	0717	001	110744		
	E 04	005 505 321 401 514		FY25 Fall Sporting Clay Targets	Check
		130922 Invoice	Invoice No: FY25 Fall	9/20/2024	\$1,620.00
	PO#: 60430	Voucher #:			Paid Amt: \$1,620.00
					Check Amount: \$1,620.00
					Vendor Total: \$1,620.00
10854 MN SCHOOL BOARDS ASSN					
	0717	001	110678		
	E 01	005 020 000 366 000		R. Evenson	Check
	E 01	005 010 000 366 000		D. Pauly	\$295.00
	PO#: 60141	Voucher #:	Invoice No: INV-10821-F4D6F7	9/16/2024	\$420.00
					Paid Amt: \$715.00
					Check Amount: \$715.00
					Vendor Total: \$715.00
6326 MN SODDING COMPANY, LLC					
	0717	001	110745		
	E 01	005 865 384 305 000		Annual turf testing and maintenance	Check
	PO#: 60182	Voucher #:	Invoice No: 12741	9/20/2024	\$3,825.08
					Paid Amt: \$3,825.08
					Check Amount: \$3,825.08
					Vendor Total: \$3,825.08
10857 MN STATE HIGH SCHOOL LEAGUE					
	0717	001	110712		
	E 01	300 292 000 820 300		Annual membership fee credit	Check
	E 01	300 292 000 820 300		Annual member ship fee	(\$4,667.75)
	E 01	300 292 000 820 300		401 - baseball	\$100.00
	E 01	300 292 000 820 300		402 - boys basketball	\$160.00
	E 01	300 292 000 820 300		403 - girls basketball	\$160.00
	E 01	300 292 000 820 300		404 - boys cross country	\$160.00
	E 01	300 292 000 820 300		406 - football	\$160.00
	E 01	300 292 000 820 300		407 - boys golf	\$160.00
	E 01	300 292 000 820 300		409 - girls gymnastics	\$160.00
	E 01	300 292 000 820 300		411 - boys nordic ski	\$160.00
	E 01	300 292 000 820 300		413 - boys soccer	\$160.00
	E 01	300 292 000 820 300		414 - girls soccer	\$160.00
	E 01	300 292 000 820 300		415 - speech	\$160.00
	E 01	300 292 000 820 300		416 - girls softball	\$160.00
	E 01	300 292 000 820 300		417 - boys swimming & diving	\$160.00
	E 01	300 292 000 820 300		418 - girls swimming & diving	\$160.00
	E 01	300 292 000 820 300		419 - boys tennis	\$160.00
	E 01	300 292 000 820 300		420 - girls tennis	\$160.00

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type	Amount
10857 MN STATE HIGH SCHOOL LEAGUE						
	0717	001	110712		Check	
		E 01	300 292 000 820 300	421 - one act play		\$160.00
		E 01	300 292 000 820 300	422 - boys track & field		\$160.00
		E 01	300 292 000 820 300	423 - girls volleyball		\$160.00
		E 01	300 292 000 820 300	424 - wrestling		\$160.00
		E 01	300 292 000 820 300	425 - girls cross country		\$160.00
		E 01	300 292 000 820 300	426 - girls golf		\$160.00
		E 01	300 292 000 820 300	427 - girls nordi ski		\$160.00
		E 01	300 292 000 820 300	429 - girls track & field		\$160.00
		E 01	300 292 000 820 300	433 - girls lacrosse		\$160.00
		E 01	300 292 000 820 300	434 - boys lacrosse		\$160.00
		E 01	300 292 000 820 300	440 - music		\$160.00
		E 01	300 292 000 820 300	453 - adapted floor hockey, CI		\$160.00
		E 01	300 292 000 820 300	455 - adapted softball, CI		\$160.00
		E 01	300 292 000 820 300	461 - cheerleading		\$160.00
		E 01	300 292 000 820 300	466 - visual arts		\$160.00
		E 01	300 292 000 820 300	Per student fee		\$1,257.75
PO#: 60309	Voucher #: 130858		Invoice No: 042639	9/12/2024		Paid Amt: \$1,650.00
						Check Amount: \$1,650.00
						Vendor Total: \$1,650.00
3967 MN VALLEY ELECTRIC COOPERATIVE						
	0717	001	110773		Check	
		E 01	005 810 000 330 201	Ballfield Lights		\$16.26
PO#:	Voucher #: 131022		Invoice No: 9/9/24	9/27/2024		Paid Amt: \$16.26
						Check Amount: \$16.26
						Vendor Total: \$16.26
2184 MOUND WESTONKA HIGH SCHOOL						
	0717	001	110746		Check	
		E 01	300 296 000 369 342	JV-09/28 - Volleyball Invitational		\$225.00
		E 01	300 296 000 369 342	C-Squad-09/28 - Volleyball Invitational		\$225.00
PO#: 60404	Voucher #: 130923		Invoice No: 9/28/24 VB	9/20/2024		Paid Amt: \$450.00
						Check Amount: \$450.00
						Vendor Total: \$450.00
28751 NEW PRAGUE AREA SCHOOLS						
	0717	001	110713		Check	
		E 01	300 296 000 369 309	Varsity tennis		\$50.00
PO#: 60311	Voucher #: 130861		Invoice No: 8/24/24	9/12/2024		Paid Amt: \$50.00
						Check Amount: \$50.00

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type	Amount
28751 NEW PRAGUE AREA SCHOOLS							
	0717	001		110747		Check	
	E 01	300	000	369 314	Boys-09/24 - Cross Country Invitational		\$125.00
	E 01	300	292	000 369 314	Girls-09/24 - Cross Country Invitational		\$125.00
PO#:	60400	Voucher #:	130926	Invoice	Invoice No: 9/24/24	9/20/2024	
							Paid Amt: \$250.00
							Check Amount: \$250.00
							Vendor Total: \$300.00
6270 NIELSEN, JOSHUA							
	0717	001		110714		Check	
	E 01	300	296	000 305 342	VB Official 8/24/24		\$50.00
PO#:		Voucher #:	130862	Invoice	Invoice No: VB Official	9/12/2024	
							Paid Amt: \$50.00
							Check Amount: \$50.00
							Vendor Total: \$100.00
25739 NORWOOD YOUNG AMERICA HS							
	0717	001		110749		Check	
	E 01	300	292	000 369 314	Over 20 girls/boys		\$200.00
PO#:	60399	Voucher #:	130925	Invoice	Invoice No: 9/10/24	9/20/2024	
							Paid Amt: \$200.00
							Check Amount: \$200.00
							Vendor Total: \$200.00
4422 NWAOFUNE, PETER							
	0717	001		110750		Check	
	E 01	300	294	000 305 326	Soccer Official 9/16/24		\$85.00
PO#:		Voucher #:	130941	Invoice	Invoice No: Soccer Official	9/20/2024	
							Paid Amt: \$85.00
							Check Amount: \$85.00
							Vendor Total: \$85.00
5573 ORONO SCHOOLS							
	0717	001		110715		Check	
	E 01	300	292	000 369 314	Boys		\$150.00
	E 01	300	292	000 369 314	Girls		\$150.00
PO#:	60312	Voucher #:	130863	Invoice	Invoice No: 8/28/24	9/12/2024	
							Paid Amt: \$300.00
							Check Amount: \$300.00
							Vendor Total: \$300.00
28355 PALO, JASON							
	0717	001		110751		Check	
	E 01	300	294	000 305 303	9/9/24		\$146.67

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type
28355					
PALO, JASON					
	0717	001	110751		
	E 01	300 292 000 302 000		9/9/24	Check
					\$43.33
PO#:	Voucher #:	130927	Invoice	Invoice No: FB Official	9/20/2024
					Paid Amt: \$190.00
					Check Amount: \$190.00
					Vendor Total: \$190.00
6589					
PEKARNA, ALEXANDRA					
	0717	001	110752		
	E 01	300 294 000 305 303		9/16/24	Check
	E 01	300 292 000 302 000		9/16/24	Check
					\$146.67
					\$43.33
PO#:	Voucher #:	130938	Invoice	Invoice No: FB Official	9/20/2024
					Paid Amt: \$190.00
					Check Amount: \$190.00
					Vendor Total: \$190.00
24998					
PEKARNA, MARTY					
	0717	001	110753		
	E 01	300 294 000 305 303		9/9/24	Check
	E 01	300 292 000 302 000		9/9/24	Check
					\$146.67
					\$43.33
PO#:	Voucher #:	130928	Invoice	Invoice No: FB Official	9/20/2024
	E 01	300 294 000 305 303		9/16/24	Check
	E 01	300 292 000 302 000		9/16/24	Check
					\$146.67
					\$43.33
PO#:	Voucher #:	130939	Invoice	Invoice No: FB Official	9/20/2024
					Paid Amt: \$190.00
					Check Amount: \$380.00
					Vendor Total: \$380.00
5956					
PINE ISLAND PUBLIC SCHOOLS					
	0717	001	110754		
	E 01	300 292 000 369 314		Boys-09/17 - Cross Country Invitational	Check
	E 01	300 292 000 369 314		Girls-09/17 - Cross Country Invitational	Check
					\$150.00
					\$150.00
PO#: 60401	Voucher #:	130929	Invoice	Invoice No: 9/17/24	9/20/2024
					Paid Amt: \$300.00
					Check Amount: \$300.00
					Vendor Total: \$300.00
6584					
PLAYCRAFT SYSTEMS					
	0717	001	110691		
	E 06	100 870 024 510 501		JES Playground	Check
					\$181,864.82
PO#:	Voucher #:	130826	Invoice	Invoice No: INV-00011768	9/12/2024
	E 06	100 870 024 510 501		Install/Site Amenities	Check
					\$67,500.00
PO#:	Voucher #:	130827	Invoice	Invoice No: INV-00011934	9/12/2024
					Paid Amt: \$67,500.00
					Check Amount: \$249,364.82
					Vendor Total: \$249,364.82

Jordan Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type	Amount
6600								
QUAST, CHRISTOPHER								
		0717	001		110764		Check	
		E 04	005	321	366 518	6/26/24 Boat Gas		\$55.37
		E 04	005	321	366 518	6/12/24 Tourney #1 Mileage		\$21.71
		E 04	005	321	366 518	6/26/24 Tourney #2 Mileage		\$26.26
PO#:		Voucher #:		131013	Invoice	Invoice No: FY24 Reimbursements		Paid Amt: \$103.34
								Check Amount: \$103.34
								Vendor Total: \$247.64
11072								
RADERMACHER FOODS INC.								
		0717	001		110716		Check	
		E 01	300	292	000 302 000	Baseball Boosters		\$20.21
PO#:		Voucher #:		130867	Invoice	Invoice No: July 2024		Paid Amt: \$20.21
		E 02	128	770	701 490 000	MS Food Service		\$7.49
		E 01	300	260	000 430 000	HS Science		\$151.98
		E 01	300	640	316 401 000	HS Staff Dev		\$224.79
		E 01	128	211	000 401 215	WEB/JMS Safety Patrol		\$8.19
		E 02	005	770	707 490 000	Food Service Catering		\$114.91
PO#:		Voucher #:		130865	Invoice	Invoice No: Aug 2024		Paid Amt: \$507.36
		E 04	005	570	321 401 000	Kids Co		\$179.49
PO#:		Voucher #:		130866	Invoice	Invoice No: Aug 2024		Paid Amt: \$179.49
								Check Amount: \$707.06
								Vendor Total: \$707.06
6585								
RADERMACHER, RAYANN								
		0717	001		110717		Check	
		E 01	005	960	000 898 000	FY24 Scholarship-SAA Student Council		\$250.00
PO#:		Voucher #:		130864	Invoice	Invoice No: Scholarship		Paid Amt: \$250.00
								Check Amount: \$250.00
								Vendor Total: \$250.00
20698								
RATWIK, ROSZAK & MALONEY, PA								
		0717	001		110718		Check	
		E 01	005	160	000 305 000	Misc		\$3,644.60

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type
20698					
RATWIK, ROSZAK & MALONEY, PA					
	0717	001	110718		
	E 01	005 160 000 305 000		Pay Equity Compliance	Check
					\$1,381.50
PO#: 60259	Voucher #: 130868	Invoice	Invoice No: 77043	9/12/2024	
					Paid Amt: \$5,026.10
					Check Amount: \$5,026.10
					Vendor Total: \$5,026.10
6095					
RETROFIT ENVIRONMENTAL					
	0717	001	110679		
	E 01	128 810 000 401 000		4' and under fluorescent lamp	Check
	E 01	128 810 000 401 000		4' lamp fiber barrel	\$334.90
	E 01	128 810 000 401 000		Security, insurance, & transportation surcharge	\$30.00
	E 01	128 810 000 401 000		Temp env fuel surcharge	\$50.00
	E 01	128 810 000 401 000			\$15.00
PO#: 60191	Voucher #: 130818	Invoice	Invoice No: 0125890-IN	9/16/2024	
					Paid Amt: \$429.90
					Check Amount: \$429.90
					Vendor Total: \$429.90
6579					
ROSEMOUNT HIGH SCHOOL					
	0717	001	110755		
	E 01	300 296 000 369 309		Varsity team-09/07 - Tennis Invitational	Check
					\$50.00
PO#: 60395	Voucher #: 130930	Invoice	Invoice No: 9/7/24	9/20/2024	
					Paid Amt: \$50.00
					Check Amount: \$50.00
					Vendor Total: \$50.00
6570					
SAILER'S GREENHOUSE LLC					
	0717	STUD	2011		
	E 27	300 298 301 401 963		Mums fundraiser for Spanish club	Check
					\$2,980.00
PO#: 60386	Voucher #: 130946	Invoice	Invoice No: 9/6/24	9/23/2024	
					Paid Amt: \$2,980.00
					Check Amount: \$2,980.00
					Vendor Total: \$2,980.00
6578					
SANTIAGO TOLEDO, ARMANDO					
	0717	001	110719		
	E 01	300 296 000 305 326		Soccer Official 9/3/24	Check
					\$100.00
PO#:	Voucher #: 130869	Invoice	Invoice No: Soccer Official	9/12/2024	
					Paid Amt: \$100.00
					Check Amount: \$100.00
					Vendor Total: \$100.00
1067					
SHAKOPEE PUBLIC SCHOOL ISD 720					
	0717	001	110726		
	E 01	005 630 000 320 000		FY24 Scott County Internet Consortium Billing	Check
					\$2,571.34
PO#: 60423	Voucher #: 130901	Invoice	Invoice No: 001240054	9/20/2024	
					Paid Amt: \$2,571.34
					Check Amount: \$2,571.34
					Vendor Total: \$2,571.34

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type
21913 SIWEK LUMBER & MILLWORK INC					
	0717	001	110680		
	E 01	128 810 000	350 274	4x8 gypsum board	Check
					\$16.99
PO#:	60200	Voucher #:	130819	Invoice No:	92627
				9/6/2024	Paid Amt: \$16.99
					Check Amount: \$16.99
					Vendor Total: \$16.99
5970 ST LOUIS PARK PUBLIC SCHOOLS					
	0717	001	110756		
	E 01	300 296 000	369 342	Varsity/JV/C	Check
					\$300.00
PO#:	60403	Voucher #:	130931	Invoice No:	928/24
				9/20/2024	Paid Amt: \$300.00
					Check Amount: \$300.00
					Vendor Total: \$300.00
25711 STAR GROUP, LLC					
	0717	001	110681		
	E 01	005 810 000	350 200	Battery-Lawn mower - zero turn	Check
					\$71.99
PO#:	60180	Voucher #:	130820	Invoice No:	899733
				9/6/2024	Paid Amt: \$71.99
					Check Amount: \$71.99
					Vendor Total: \$71.99
4700 TEACHERS ON CALL INC					
	0717	001	110775		
	E 01	005 810 000	350 200	Spin on fluid filter	Check
					\$44.29
	E 01	005 810 000	350 200	10W40 oil	
					\$35.94
	E 01	005 810 000	350 200	Spin on fluid filter	
					\$11.99
	E 01	005 810 000	350 200	Window wash	
					\$10.47
	E 01	005 810 000	350 200	Cable tie	
					\$151.99
	E 01	005 810 000	350 200	Fittings	
					\$11.49
PO#:	60279	Voucher #:	131024	Invoice No:	901765
				9/27/2024	Paid Amt: \$266.17
					Check Amount: \$266.17
PO#:	60278	Voucher #:	131025	Invoice No:	901772
				9/27/2024	Paid Amt: \$4.88
					Check Amount: \$4.88
					Vendor Total: \$271.05
					Vendor Total: \$343.04

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type
26451 THE MUSIC MART					
	0717	001	110720		
	E 01	300	258 000 430 000	Sheet Music - Cubano	Check
					\$22.50
PO#: 60308	Voucher #:	130860	Invoice	9/12/2024	Paid Amt: \$22.50
			Invoice No: 1723124		Check Amount: \$22.50
					Vendor Total: \$22.50
3456 TRI CITY UNITED HIGH SCHOOL					
	0717	001	110721		
	E 01	300	292 000 369 314	Boys-09/05 - Cross Country	Check
	E 01	300	292 000 369 314	Girls-09/05 - Cross Country	
					\$100.00
					\$100.00
PO#: 60313	Voucher #:	130870	Invoice	9/12/2024	Paid Amt: \$200.00
			Invoice No: 9/5/24		Check Amount: \$200.00
					Vendor Total: \$200.00
6237 TRUE MECHANICAL LLC					
	0717	001	110758		
	E 01	300	865 380 350 000	Clean chiller coils	Check
	E 01	128	865 380 350 000	Clean chiller coils	
					\$850.00
					\$850.00
PO#: 59952	Voucher #:	130933	Invoice	9/20/2024	Paid Amt: \$1,700.00
			Invoice No: 1574/1573		
	E 01	128	810 000 350 272	Labor	
	E 01	128	810 000 350 272	Contract labor discount	
	E 01	128	810 000 350 272	Trip charge	
	E 01	128	810 000 350 272	Material - bearings	
	E 01	128	810 000 350 272	Material - bliet	
					\$660.00
					(\$100.00)
					\$40.00
					\$646.00
					\$34.00
PO#: 60174	Voucher #:	130934	Invoice	9/20/2024	Paid Amt: \$1,280.00
			Invoice No: 1577		
	E 01	128	810 000 350 272	Labor - 07/19	
	E 01	128	810 000 350 272	Labor - 07/23	
	E 01	128	810 000 350 272	Contract labor discount	
	E 01	128	810 000 350 272	Trip charge	
	E 01	128	810 000 350 272	Material	
					\$165.00
					\$1,320.00
					(\$225.00)
					\$80.00
					\$140.77
PO#: 60173	Voucher #:	130935	Invoice	9/20/2024	Paid Amt: \$1,480.77
			Invoice No: 1581		
	E 01	128	810 000 350 272	Labor	
	E 01	128	810 000 350 272	Contract labor discount	
	E 01	128	810 000 350 272	Trip charge	
	E 01	128	810 000 350 272	Refrigerant	
					\$660.00
					(\$100.00)
					\$40.00
					\$1,455.00
PO#: 60172	Voucher #:	130936	Invoice	9/20/2024	Paid Amt: \$2,055.00
			Invoice No: 1575		Check Amount: \$6,515.77
					Vendor Total: \$6,515.77

Jordan Public Schools Detail Payment Register By Vendor

Code Rcd	Vendor Co	Bank	Check No	Pmt/Void Date	Pmt Type	Amount
2832						
VERSATILE VECHILES INC						
	0717	001	110683		Check	\$8,500.00
	E 01	300 292 302 530 000	2019 Golf Cart			
PO#: 60258	Voucher #:	130822 Invoice	Invoice No: 08302024001	9/11/2024	Paid Amt:	\$8,500.00
					Check Amount:	\$8,500.00
					Vendor Total:	\$8,500.00
5882						
VIKING ELECTRIC						
	0717	001	110776		Check	\$477.00
	E 01	128 810 000 401 000	32W -48in light bulb			
PO#: 60284	Voucher #:	131026 Invoice	Invoice No: S008307958.001	9/27/2024	Paid Amt:	\$477.00
					Check Amount:	\$477.00
					Vendor Total:	\$477.00
27930						
WAGNER PRESS & GRAPHICS						
	0717	001	110682		Check	\$110.00
	E 01	100 203 000 401 000	Stop 'N Thinks			
	E 01	100 203 000 401 000	Reg Envelopes			\$375.00
PO#: 60108	Voucher #:	130821 Invoice	Invoice No: 37654/37685	9/6/2024	Paid Amt:	\$485.00
					Check Amount:	\$485.00
					Vendor Total:	\$485.00
6296						
WOLDT, JOSHUA						
	0717	001	110722		Check	\$10.00
	E 01	300 294 000 305 303	FB Official 8/29/24-Pay Adj			
PO#: 60319	Voucher #:	130871 Invoice	Invoice No: FB Official	9/12/2024	Paid Amt:	\$10.00
					Check Amount:	\$10.00
					Vendor Total:	\$10.00
5351						
WRIGHT COUNTY CONFERENCE						
	0717	001	110723		Check	\$4,000.00
	E 01	300 292 000 820 300	Conference dues			
PO#: 60319	Voucher #:	130872 Invoice	Invoice No: WCC Dues 2024-25	9/12/2024	Paid Amt:	\$4,000.00
					Check Amount:	\$4,000.00
					Vendor Total:	\$4,000.00
6176						
ZASTROW, JOHN						
	0717	001	110759		Check	\$70.00
	E 01	300 294 000 305 326	9/16/24			
	E 01	300 294 000 305 326	9/16/24			\$85.00
PO#: 60319	Voucher #:	130943 Invoice	Invoice No: Soccer Official	9/20/2024	Paid Amt:	\$155.00
					Check Amount:	\$155.00
					Vendor Total:	\$155.00
	0717	001	110777		Check	\$70.00
	E 01	300 296 000 305 326	9th-C Squad Girls			

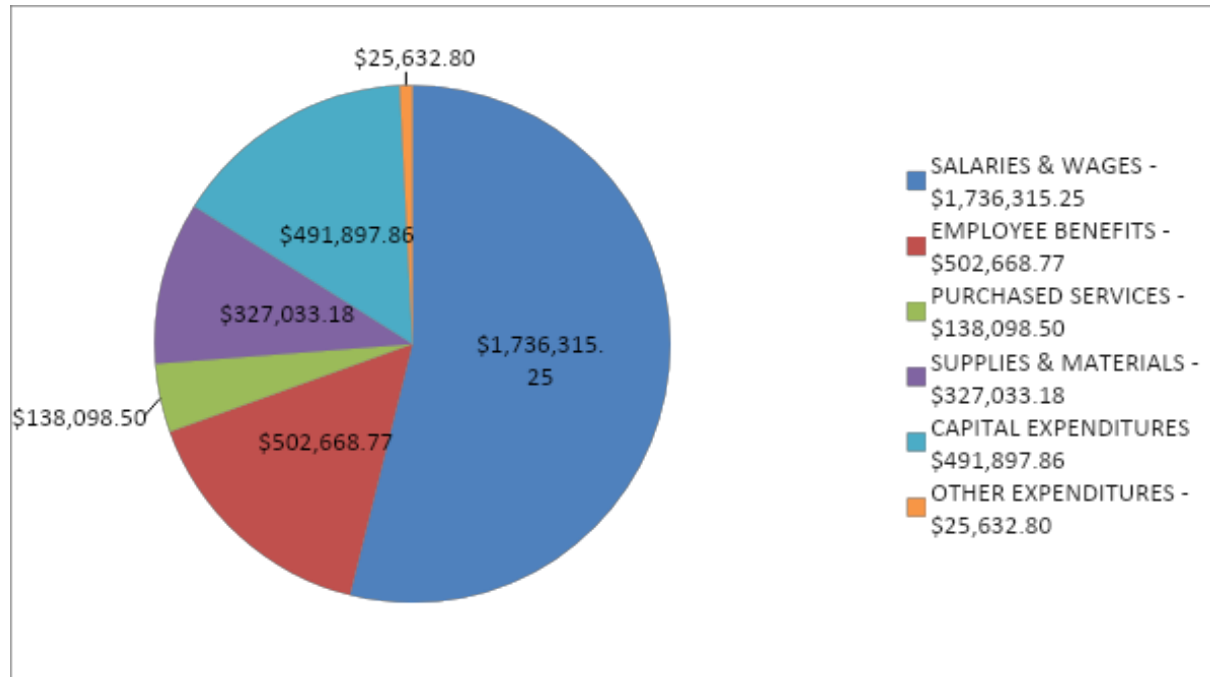
Jordan Public Schools
Detail Payment Register By Vendor
Fund Summary

Fund Description	Total
01 General Fund	\$67,473.03
02 Food Service Fund	\$2,939.94
04 Community Education	\$5,980.04
06 Building Fund	\$439,685.51
27 Student Activity Accounts	\$2,980.00
Report Total	\$519,058.52



FUND 01 - EXP GUIDELINE BY OBJECT

OCTOBER, 2024





**2024-2025 PARAPROFESSIONAL
NOTICE OF ASSIGNMENT**

DATE: 9/9/2024

NAME: KATRINA TOTENHAGEN

LOCATION: HIGH SCHOOL

FROM: DISTRICT OFFICE

Please carefully review the information below. Sign and return to Katie Pekarna-Damlo in the District Office. If you have any questions please contact Katie Pekarna-Damlo. The School District reserves the right to make any modifications or adjustments in this assignment during the school year as needed.

Position	Hours/Day	Contract Days
<i>Para, Special Education</i>	7	181 <i>(Including 6 Paid Holidays)</i>

Grade	Step	Hourly Rate	Total Hourly Rate
2	2	\$18.99	\$18.99

Employee Signature



2024-2025 PARAPROFESSIONAL
NOTICE OF ASSIGNMENT

DATE: 9/16/2024

NAME: KIMBERLY WILLIAMS

LOCATION: HIGH SCHOOL

FROM: DISTRICT OFFICE

Please carefully review the information below. Sign and return to Katie Pekarna-Damlo in the District Office. If you have any questions please contact Katie Pekarna-Damlo. The School District reserves the right to make any modifications or adjustments in this assignment during the school year as needed.

Position	Hours/Day	Contract Days
<i>Para, Special Education</i>	7	181 <i>(Including 6 Paid Holidays)</i>

Grade	Step	Hourly Rate	Total Hourly Rate
3	16	\$24.32	\$24.32

Employee Signature



**2024-2025 PARAPROFESSIONAL
NOTICE OF ASSIGNMENT**

DATE: 9/9/2024

NAME: JACQUELYN QUIROZ

LOCATION: EARLY LEARNING SERVICES

FROM: DISTRICT OFFICE

Please carefully review the information below. Sign and return to Katie Pekarna-Damlo in the District Office. If you have any questions please contact Katie Pekarna-Damlo. The School District reserves the right to make any modifications or adjustments in this assignment during the school year as needed.

Position	Hours/Day	Contract Days
<i>Para, Special Education</i>	6.5	181 <i>(Including 6 Paid Holidays)</i>

Grade	Step	Hourly Rate	Total Hourly Rate
2	1	\$18.69	\$18.69

Employee Signature



2024-2025 PARAPROFESSIONAL
NOTICE OF ASSIGNMENT

DATE: 9/30/2024

NAME: SAMANTHA PAULY

LOCATION: MIDDLE SCHOOL

FROM: DISTRICT OFFICE

Please carefully review the information below. Sign and return to Katie Pekarna-Damlo in the District Office. If you have any questions please contact Katie Pekarna-Damlo. The School District reserves the right to make any modifications or adjustments in this assignment during the school year as needed.

Position	Hours/Day	Contract Days
<i>LTS - Para, Special Education</i>	<i>7</i>	<i>19</i>

Grade	Step	Hourly Rate	Total Hourly Rate
3	1	\$19.78	\$19.78

Employee Signature

The following resolution was moved by _____ and seconded by _____

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: “The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

WHEREAS, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Jordan Public Schools ISD 717 gratefully accepts the following donations as identified below:

Donor	Designated Purpose	Amount/Items
Mighycause	JES Backpack Program	\$45.00
Hometown Bank	High School Scoreboard Sponsorship	\$1,000.00
Allen Houdek Agency Inc.	High School Scoreboard Sponsorship	\$1,000.00
MN State Fair - Mn State Agricultural Society	JHS Band Donation	\$400.00
Kevin & Jennifer McDonald	Crash Pad Donation	\$261.32
Holly Kvapil	JES PTO	\$125.00
Kraus Anderson	Commercial Club Dinner	\$460.00
Mary kauzlarich	Jordan Middle School	\$250.00
Jordan VFW/American Legion.	Jordan Elementary School	20 Classroom American Flags
Jordan VFW/American Legion.	JES Outside School Display in Honor of Retired Staff Member Mike Harrington	1 American Flag

The vote on adoption of the Resolution was as follows:

Aye: _____

Nay: _____

Absent: _____

Whereupon, said Resolution was declared duly adopted. 47

School Board Clerk Date



The READ Act MOU

MEMORANDUM OF UNDERSTANDING

BETWEEN

Independent School District #717 (hereinafter referred to as “District”)

AND

Jordan Education Minnesota, Local #7123 (hereinafter referred to as “Union”)

WHEREAS the District and Union are parties to a collective bargaining agreement (CBA) for the period from July 1, 2023, through June 30, 2025; and,

WHEREAS the District and Union desire to address the time commitment, compensation, schedule, location of training, and deadlines for teachers required to complete the state of Minnesota mandated READ Act training; and,

WHEREAS the District and Union have agreed that teachers will participate in CORE OL&LA or LETRS by Lexia training and,

WHEREAS the total anticipated number of hours of training required for CORE OL&LA is 50 hours; LETRS Early Childhood is 37 hours, and LETRS Elementary is 135 hours;

NOW THEREFORE, be it resolved that the parties agree to the following:

1. Eligibility

The Union and District will establish a list of eligible teachers, who must:

- a. Hold a license issued by the Professional Educator Licensing and Standards Board; and,
- b. Be employed by the District between July 1, 2023 and June 30, 2027; and,
- c. Be required by the District to complete approved training described under Minn. Stat. § 120B.123, subdivision 5.

2. Compensation earned for READ Act training

Teachers will earn compensation as follows:

Please see Appendix A for specific information on the Compensation Plan. Due to utilizing established contract time to complete the Science of Reading training, compensation is provided as follows:

- CORE OL & LA participants are allocated up to 35 total hours of extra duty pay at the contracted rate of \$40 per hour for work performed outside the contracted schedule.
- LETRS participants are allocated up to 120 total hours (15 hours per unit) of extra duty pay at the contracted rate of \$40 per hour for work performed outside the contracted schedule.
- LETRS Early Childhood participants are allocated up to 37 hours of extra duty pay at the contracted rate of \$40 per hour for work performed outside the contracted schedule.

3. Credit Recognition

Jordan Public Schools require pre approval for all courses submitted for potential lane change. Teachers must complete the Request for Course Pre Approval form located on the Human Resources page of the website. All credits, in order to be considered for application on the salary schedule, must be approved by the Superintendent in writing prior to taking the course.

For the specific Read Act credit options, see Appendix A on the compensation plan for detailed information on credit options attached to LETRS training. LETRS participants are able to complete the training for college credit through the American College of Education. CORE OL & LA participants can potentially earn credit through Dominican University. It is up to the participants to enroll with these institutions, complete all pre approval forms, and finalize credits for the university. Participants who choose to take LETRS or CORE OL & LA for college credit will not be eligible for extra duty compensation.

4. Proof of completion and payment timeline

In all cases, teachers shall submit proof of training completion to Katie Pekarna-Damlo, Human Resources, and Erin Hjelmeland, Director of Teaching and Learning, for completion documentation and payment. Teachers should use the specific Read Act Extra Duty Compensation Form (Appendix D) to track all extra duty payment and submission.

7. Failure to comply with the READ Act

Compliance with the Minnesota READ Act (Minn. Stat. § 120B.123) is mandatory for both the District and eligible teachers. Failure by the District to comply with these requirements may result in action taken by the Minnesota Department of Education. Failure by an eligible teacher to comply with the training requirements may result in a teacher being out of compliance with READ Act requirements related to reading instruction in accordance with state statute and could result in discipline pursuant to Article 4 of the CBA.

8. Effective Date and Duration

The Read Act professional development duration is outlined in Appendix B for CORE OL & LA and Appendix C for LETRS. Currently, only MDE labeled Phase One educators are completing any Science of Reading programming through The Read Act. Those participants in the CORE OL & LA course will complete training by approximately April 2024. Participants taking LETRS Early Childhood will complete the training by April 2024. LETRS Elementary participants are scheduled to complete the training program approximately June 2026.

This MOU shall continue in effect until **June 30, 2027**.

NOW THEREFORE, be it further resolved that the parties agree to the following:

Impact on Precedent. Nothing in this MOU may be deemed to establish a precedent or practice or to alter any established precedent or practice arising out of or relating to the CBA between the District and the Union. Neither the District nor the Union may refer to this MOU or submit it in any proceeding or case as evidence of a precedent or practice.

Entire Agreement. This MOU constitutes the entire agreement between the parties related to compensation for teachers for completing READ Act training. Neither party has relied on any statements, promises, or representations that are not stated in this MOU. The terms of this MOU constitute the entire agreement between the parties and supersede any prior written or oral, or other agreement, statement, or practice between the parties relating to the subject matter of this MOU. No changes to this MOU will be valid unless they are in writing and signed by both parties. A copy of this MOU will have the same legal effect as the original.

IN WITNESS WHEREOF, the parties have voluntarily entered into this MOU on the dates shown by their signatures. This MOU will not become effective unless and until it is approved by the District's School Board and is signed by both parties.

For the District:

For the Union:

Dated:

Dated:

Appendix A

The Read Act Professional Development Options and Compensation

Overview

With [The Read Act](#), legislation is now in place to ensure that teachers are trained in evidence based reading instruction. The Read Act is more than just professional development, but training focused on evidence based reading instruction is an integral part of this act. But even before the passage of this legislation, the Science of Reading has been an ongoing discussion and focus at the Jordan School District.

Beginning July 1, 2024, each district and charter school must provide teachers and instructional support staff with responsibility for teaching reading with training on evidence-based reading instruction that is approved by the Department of Education. Please review the summary below for timelines and a list of educators required to complete one of the approved professional development programs.

Approved Minnesota READ Act-Funded Professional Development Programs: Registration for READ Act literacy professional development will be done through MDE and partially paid for through READ Act funds. The programs listed below are the ONLY three options approved through MDE; additional information on each of these options can be found on the MDE Read Act Professional Development website – [HERE](#).

- **CAREIALL:** Advancing Language and Literacy – Center for Applied Research and Educational Improvement (CAREI University of Minnesota)
- **OL & LA:** Online Language and Literacy Academy – Consortium on Reaching Excellence in Education (CORE)
- **LETRS:** Language Essentials for Teachers of Reading and Spelling (Lexia)
 - LETRS or LETRS for Early Childhood Educators

Required Staff and PD Completion Dates

PHASE 1		
Completed By	Role	Grade
July 1, 2025	PreK Classroom Teachers	PreK
	K-3 Classroom Teachers	K-3
	Reading Intervention Teachers	K-12
	52 Special Education Teachers Responsible for Reading	PreK-12

	Instruction	
	Curriculum Directors	PreK-5
	Instructional Support Staff who Provide Reading Support	PreK-5
	Employees who Select Literacy Instructional Materials for a District	PreK-5

PHASE 2		
Completed By	Role	Grade
July 1, 2027	Classroom Teachers Responsible for Reading Instruction	G 4-12
	Teachers who Work with English Learners	G PreK-12
	Teachers Who Work with Students who qualify for the graduation incentives program under section 124D.68	G K-Age 21
	Instructional Support Staff Who Provide Reading Support	G 6-12
	Curriculum Directors	G 6-12
	Employees Who Select Literacy Materials for a District	G 6-12

Professional Development and Compensation

LETRS

LETRS Overview

- Total Time: Approximately 135 hours
- General Time: 8 Units Total; 8 sessions within a Unit (*approximately 2-years to complete*)
 - Within each unit, there are two SYNCHRONOUS three hour sessions (or one synchronous six hour session) with a LETRS trainer. **These sessions are required.**
- Schedule: The schedule is determined by your registration through the Minnesota Cohort.
- [**LETRS Brochure**](#)

LETRS Compensation Pathways

** Teachers cannot change their decision on payment or credits after the program starts. **

College Credit through The American College of Education	53	Extra Duty Payment
---	----	---------------------------

**** Teachers must decide their pathway before the start of LETRS training and are not allowed to move pathways once training has started. ****

American College of Education – LETRS

- Earn Credits for your Coursework
- At the end of LETRS Training = \$100 per unit; \$800 for the entire LETRS Training
- These initial 12 credits go towards four different M.Ed programs
- The teacher is responsible for covering the costs of this fee to the American College of Education.
- Teachers are in charge of working with the college to set up this process.

Course Pre Approval at Jordan

- If you are taking the college credit pathway for LETRS, teachers should fill out and submit the **Course Pre Approval form**.
- At the end of the LETRS program, you are responsible for submitting the **Lane Change Request form** as well.

Current Teacher Contract

- \$40 per hour
 - *Instructional Support Staff will follow that contract and be paid hourly rate of pay.*
- Only time spent working on LETRS outside of contracted time is approved for payment.
- **No more than 15 hours per unit (120 total hours) will be paid** (*adjusted due to contracted PD time aligned to this training*). Only time spent outside of the contracted duty day can be submitted for payment.
- Payment must be submitted at the end of each unit (8-times in the full two years).
- To receive payment, teachers must completely fill out the **READ ACT PD Extra Pay Voucher** (please give the payment sheet to Principal Barnett to sign and submit).

LETRS Early Childhood Overview

- Total Time: Approximately 37 hours
- General Time: 4 units; divided into 10 sessions. There are two, 6-hour sessions (or four, 3-hour sessions) SYNCHRONOUS sessions with a LETRS trainer. **These sessions are required.** Approximately 25 hours of asynchronous content includes online work, print, and application.
- Schedule: The schedule is determined by your registration through the Minnesota Cohort.
- **Compensation** is the contracted \$40 per hour for time spent outside of contracted hours. No more than 37 hours will be paid.
 - Payment must be submitted by the end of the program.
 - To receive payment, teachers must completely fill out the **READ ACT PD Extra Pay Voucher** (please give the payment sheet to Principal Barnett to sign and submit).

CORE OL & LA

CORE OL & LA

- Total Time: Approximately 45 hours
- General Time: 3 Hours of synchronous training (3 synchronous one hour sessions) with approximately 45-50 hours of asynchronous work on an online learning platform. **Synchronous sessions are REQUIRED.**
- Schedule: The schedule is determined by your registration through CORE.
- [More Information Here](#)

Extra Duty Payment

Current Teacher Contract

- \$40 per hour
- Only time spent working on CORE outside of contracted time is approved for payment.
- No more than **35 hours total will be paid** (*adjusted due to contracted PD time aligned to this training*). Only time spent outside of the contracted duty day can be submitted for payment.
- Payment must be submitted by the end of the program.
- To receive payment, teachers must completely fill out the [READ ACT PD Extra Pay Voucher](#) (please give the payment sheet to Principal Barnett to sign and submit).

** There MIGHT be an opportunity to earn 3 graduate level continuing education units through Dominican University of California at an additional cost. Teachers would cover all these costs and no additional compensation will be paid. Please look at the [Core Learning website](#) and contact Dominican University of California for additional information.

Appendix B

In alignment with MN Read Act Legislation and to ensure that Jordan students are academically prepared, Jordan Public Schools will focus on literacy and K-12 special programs for the 2024-2025 school year.

Science of Reading CORE OL&LA Training

Who is participating in SOR Training?

- PreK-4 Classroom Teachers
- K-12 Reading Interventionists
- K-12 Special Education teachers

What will staff do who are not participating in SOR Training?

- MS and HS staff will participate in site based PD in-person.
- K-4 specialists and counselors will participate in PD specific to their role.

What is the format for the CORE Training?

- There are 9 modules total with asynchronous activities within the modules.

Schedule:

- August - November = Modules 1-3 Due
 - Live Session November 8
- November - January = Modules 4-6 Due
 - Live Session January 20
- January - March = Modules 7-9 Due
 - Live Session March 21

What if someone misses a Synchronous session?

- If a participant misses available work time, that participant can make up those hours as needed to complete the modules.
- If a participant misses a Live Synchronous session, that participant must make up the session as soon as possible.

Science of Reading Synchronous Training Dates

November 8, 2024
8:30-9:30am Live Session

January 20, 2025
8:30-9:30am Live Session

March 21, 2024
1:30-2:30pm Live Session

Science of Reading Asynchronous Training

SOR training participants can utilize all open professional development time in the 2024-2025 Academic Calendar, PLC / Team Meeting Times, and any other option time throughout the school year.

- Back-to-School Workshop = JWLN time throughout the weeks.
- November 8 = 8 PD Hours
- January 20 = 8 PD Hours
- March 21 = 1 PD Hour / or when not in conference sessions

Appendix C

In alignment with MN Read Act Legislation and to ensure that Jordan students are academically prepared, Jordan Public Schools will focus on literacy and K-12 special programs for the 2024-2025 school year.

Science of Reading LETRS Training

Who is participating in SOR Training?

- PreK-4 Classroom Teachers
- K-12 Reading Interventionists
- K-12 Special Education teachers

What will staff do who are not participating in SOR Training?

- MS and HS staff will participate in site based PD in-person.
- K-4 specialists and counselors will participate in PD specific to their role.

What is the format of LETRS Training?

- LETRS has 8 modules (units) total with asynchronous activities within the modules. Early Childhood LETRS has 4 modules with asynchronous activities.
- Synchronous – LETRS as 8 live 6-hour sessions that are designed to support participants in mastering the content of the modules. Early Childhood LETRS has 2 live 6-hours synchronous sessions.

What if someone misses a Synchronous session?

- If a participant misses available work time, that participant can make up those hours as needed to complete the modules.
- If a participant misses a Live Synchronous session, that participant must make up the session as soon as possible.

What is the Schedule for LETRS?

- Schedule is based on participating in the MN Public Unit Training Sessions.
- Participants will pick their schedule based on the offerings from the MN Public Cohort Offerings.

Science of Reading 2024-2025 Professional Development Time

SOR training participants can utilize all open professional development time in the 2024-2025 Academic Calendar, PLC / Team Meeting Times, and any other option time throughout the school year.

- **Back-to-School Workshop = JWIN time throughout the weeks.**
- **November 8 = 8 PD Hours**
- **January 20 = 8 PD Hours**
- **March 21 = PD Hours available when not in conference sessions**
- **May 30 = PD Hours available after district events.**

Appendix D Jordan Public Schools Extra Pay Voucher

Name _____

Employee ID: _____ Building ⁵⁸_____

The Read Act Professional Development Options and Time Tracking

Expenditure Code: E 01 100 640 312 185 000

Check the Box of the Approved PD Option:

	LETRS PreK	\$40 per hour (Up to 35 hours total)
	LETRS	\$40 per hour (Up to 15 hours per unit or 120 total hours)
	CORE	\$40 per hour (Up to 35 hours total)

Outside of Contract Hours Tracking

**** only track time spent outside of contracted hours. ****

Date	Start Time	End Time	Total Hours	Date	Start Time	End Time	Total Hours

TOTAL HOURS: _____

Employee Signature: _____

Principal Signature: _____

Appendix E

The Read Act at Jordan Public Schools

PHASE ONE TRAINING RECORD

Teacher Name	Teach License #	Position	Material Picked Up	Email Address	Training Selection	Extra Duty or College Credit	Training Complete
Shannon Aukes		RTI Math					
Katie Anderson		PreK					
Kristin Kilgren		ES Art					
Molly Nefstead		ES Social Work					
Michael Coddington		ES Physical Ed					
Jason Geisel		ES Physical Ed					
Mindy Foyer		Es Music					
Barb Buthe		ES Speech					
Jenni McDonald		ES Speech					
Maddie Malecha		Kindergarten					LETRS
Haley Warden		ES SpEd					LETRS
Leah Weber		ES SpEd			CORE		LETRS
Rena Milawski		RTI Literacy					LETRS
Kimberly Pettinelli		RTI Literacy					LETRS
Olivia		ES Classroom Teacher					LETRS
Katie Angel	509428	PreK	x	60 kangel@isd717.ort	PreK		

Teacher Name	Teach License #	Position	Material Picked Up	Email Address	Training Selection	Extra Duty or College Credit	Training Complete
		Classroom			LETRS		
Trisha Hentges	378857	PreK Classroom	x	thentges@isd717.org	PreK LETRS		
Jenna Wendorff	442645	Director of Early Learning Services	x	jwendorff@isd717.org	PreK LETRS		
Julie Holzwarth		ELS SpEd		jholzwarth@isd717.org	PREK LETRS		Early Childhood LETRS
Paige Specken		PreK Classroom		pspecken@isd717.org	PREK LETRS		Early Childhood LETRS
Julie Johnson	478122	1	x	jjohnson@isd717.org	LETRS	College Credit	
Royce Wiersma	506973	1	x	rwiersma@isd717.org	LETRS	College Credit	
Rachel DuPont	486339	3	x	rdupont@isd717.org	LETRS	Extra Duty	
Leah Aamlid	486001	4	x	laamlid@isd717.org	LETRS	Extra Duty	
Nicole Carlson	456336	4	x	ncarlson@isd717.org	LETRS	Extra Duty	
Allie Hillman	1004315	4	x	ahillman@isd717.org	LETRS	College Credit	
Rose Johnson	344019	MS SpEd		rjohnson@isd717.org	LETRS	College Credit	
Lauren Boeckmann	1000515	MS SpEd		lboeckmann@isd717.org	LETRS	College Credit	
Chania Ruehling	1014239	MS SpEd		cruehling@isd717.org	LETRS	Extra Duty	

Teacher Name	Teach License #	Position	Material Picked Up	Email Address	Training Selection	Extra Duty or College Credit	Training Complete
Sara Sievers	450013	HS SpEd		ssievers@isd717.org	LETRS	Extra Duty	
Lisa Wyckoff	419118	HS SpEd		lwyckoff@isd717.org	LETRS	Extra Duty	
Erin Hjelmeland	403341	Director of Teaching and Learning		ehjelmeland@isd717.org	LETRS	NA	
Katie Fisher		Kindergarten	X	kfisher@isd717.org	CORE		
Steph Olstad		Kindergarten	X	solstad@isd717.org	CORE		
Megan Reinholt		Kindergarten	X	mreinholt@isd717.org	CORE		
Michael Roiger		Kindergarten	X	mroiger@isd717.org	CORE		
Nicole Dietz		Kindergarten	X	ndietz@isd717.org	CORE		
Michelle Armstrong		1	X	marmstrong@isd717.org	CORE		
Sarah Houdek		1	X	shoudek@isd717.org	CORE		
Ariane Jensen		1	X	ajensen@isd717.org	CORE		
Amanda McMahon		1	X	amcmahon@isd717.org	CORE		
Sarah Attig		2	X	sattig@isd717.org	CORE		
Kelly Pongratz		2	X	kpongatz@isd717.org	CORE		
Gwen Schultz		2	X	gschultz@isd717.org	CORE		

Teacher Name	Teach License #	Position	Material Picked Up	Email Address	Training Selection	Extra Duty or College Credit	Training Complete
Adam Larson		2	X	alarson@isd717.org	CORE		
Drew Sinke		2	X	dsinke@isd717.org	CORE		
Macayla Heitkamp		2	X	mjohnson@isd717.org	CORE		
Molly Huss		3	X	mhuss@isd717.org	CORE		
Greg Dietel		3	x	gdietel@isd717.org	CORE		
Laura Theis		3	X	ltheis@isd717.org	CORE		
Lindsay Johnson		4	X	ljohnson@isd717.org	CORE		
Tony King		4	X	tking@isd717.org	CORE		
Holly Jonson		RTI Math / Grade 2	X	hjohnson@isd717.org	CORE		
Kelsey Wilson		ES ML	X	kwilson@isd717.org	CORE		
Lisa Millard		ES ML	X	lmillard@isd717.org	CORE		
Kim Thompson		Instructional Support Staff	X	kthompson@isd717.org	CORE		
Maddie Chromy		ES SpEd	X	mchromy@isd717.org	CORE		
Heather Briese		ES SpEd	X	hbriese@isd717.org	CORE		
Britt Flicek		ES SpEd	X	bflicek@isd717.org	CORE		
Jody Seurer		Elementary SpEd	X	jseurer@isd717.org	CORE		
Matthew Phillips		ES Behavior	X	mphilips@isd717.org	CORE		

Teacher Name	Teach License #	Position	Material Picked Up	Email Address	Training Selection	Extra Duty or College Credit	Training Complete
Kevin Sayers		Media	X	ksayers@isd717.org	CORE		
Rebecca Williams		MS SpEd	X	rwilliams@isd717.org	CORE		
Jessica Devine		MS SpEd	X	jdevine@isd717.org	CORE		
Rebecca Pauly		MS SpEd	X	rpaul@isd717.org	CORE		
Gina Goehring Anderson		MS Intervention Literacy	X	ganderson@isd717.org	CORE		
Ozzie Sand		HS SpEd	X	osand@isd717.org	CORE		
Kris Dyrhaug		HS SpEd	X	kdyrhaug@isd717.org	CORE		
Heidi Graf		HS SpEd	X	hgraf@isd717.org	CORE		
Alanna Rindahl		HS SpEd	X	arindahl@isd717.org	CORE		
Chad Williams		SpEd Director	X	cwilliams@isd717.org	CORE		
Melissa Barnett		ES Principal	X	mbarnett@isd717.org	CORE		
Emma Bauer		PreK Classroom	X	ebauer@isd717.org	CORE		
Katelyn Neururer		1		kneururer@isd717.org	CORE		



CONTRACT

between

Independent School District No. 717
Jordan, Minnesota

and

Jordan Principals

July 1, 2024, through June 30, 2027

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ARTICLE I PURPOSE

This Agreement is entered into between *Independent School District No. 717, Jordan, Minnesota*, hereinafter referred to as the District or School District, and the *Jordan ES, MS, & HS Principals* hereinafter referred to as the Principals, pursuant to and in compliance with the Minnesota Public Employment Labor Relations Act of 1971, as amended, hereinafter referred to as PELRA, to provide the terms and conditions of employment for principals for the duration of this Agreement.

ARTICLE II DEFINITIONS

Section 1. Terms and Conditions of Employment: The term, "terms and conditions of employment," means the hours of employment, the compensation therefor including fringe benefits except retirement contributions or benefits other than School District payment of, or contributions to, premiums for group insurance coverage of retired principals or severance pay, and the School District's personnel policies affecting the working conditions of the principals. The term does not mean educational policies of the School District. "Terms and conditions of employment" is subject to the provisions of PELRA.

Section 2. Principal: The word, "principal," shall include all persons in the appropriate unit employed by the School Board in a position for which the persons must be licensed by the State of Minnesota as a principal or assistant principal and who devote more than fifty percent (50%) of their time to administrative and supervisory duties, excluding the following: Superintendent, assistant superintendent, confidential employees, supervisory employees, and such other employees excluded by law. Reference to "principal" in this Agreement shall mean principals and assistant principals except in those cases in which a clear distinction between the two positions exists.

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

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

ARTICLE III SCHOOL DISTRICT RIGHTS

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

Section 2. School Board Responsibilities: The Principals recognize the right and obligation of the School Board to efficiently manage and conduct the operation of the

School District within its legal limitations and with its primary obligation being to provide educational opportunities for the students of the School District.

Section 3. Effect of Rules, Regulations, Directives, and Orders: The Principals recognize that all principals covered by this Agreement shall perform the services prescribed by the School Board and shall be subject to School Board rules, regulations, directives, and orders issued by properly designated officials of the School District. The Principals also recognize the right, obligation, and duty of the School Board and its duly designated officials to promulgate rules, regulations, directives, and orders, from time to time, as deemed necessary by the School Board insofar as such rules, regulations, directives, and orders are not inconsistent with the terms of this Agreement.

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

ARTICLE IV PRINCIPAL RIGHTS

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

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

Section 3. Fair Share Fee: In accordance with PELRA, any principal included in the appropriate unit who is not a member of the Principals may be required by the Principals to contribute a fair share fee for services rendered as a Principal. The fair share fee for any principal shall be in an amount equal to the regular membership dues of the Principals, less the cost of benefits financed through the dues and available only to members of the Principals, but in no event shall the fee exceed eighty-five percent (85%) of the regular membership dues.

The Principals shall provide written notice of the amount of the fair share fee assessment and the name of each principal to be assessed to the School District and the written notice of the amount to each principal to be assessed the fair share fee.

A challenge by a principal or by a person aggrieved by the assessment shall be filed, in writing, with the Commissioner of the Bureau of Mediation Services (Commissioner), the School District, and the Principals within thirty (30) days after receipt of the written notice. All challenges shall specify those portions of the assessment challenged and the

reasons therefor, but the burden of proof relating to the amount of the fair share fee shall be on the Principals. The School District shall deduct the fee from the earnings of the principal and transmit the fee to the Principals within thirty (30) days after the written notice was provided, or, in the event a challenge is filed, the deductions for a fair share fee shall be held in escrow by the School District pending a decision by the Commissioner or a court. Any fair share challenge shall not be subject to the grievance procedure.

The Principals hereby warrants and covenants that it will defend, indemnify, and save the School District harmless from any and all actions, suits, claims, damages, judgments, and executions or other forms of liability, liquidated or unliquidated, which any person may have or claim to have, now or in the future, arising out of or by reason of the deduction of the fair share fee specified by the Principals as provided in this Agreement.

Section 4. Personnel Files: Pursuant to M.S. 122A.40, Subd. 19., all evaluations and files relating to individual principals shall be available during regular School District business hours to the particular principal upon his/her written request. The principal shall have the right to reproduce any of the contents of the files at the principal's expense and to submit for inclusion in the file written information in response to any material contained in it. However, the School District may destroy such files as provided by law.

ARTICLE V COMPENSATION

Section 1. Salary Schedule:

July 1, 2024 – June 30, 2025			
Step	Elementary School	Middle School	High School
Step 1	\$130,479	\$135,089	\$137,380
Step 2	\$131,784	\$136,439	\$138,744
Step 3	\$133,102	\$137,805	\$140,122
Step 4	\$134,433	\$139,181	\$141,513
Step 5	\$135,777	\$140,573	\$142,918
Step 6	\$137,135	\$141,981	\$144,338
Step 7	\$138,507	\$143,399	\$145,771
Step 8	\$139,891	\$144,834	\$147,218
Step 9	\$140,952	\$145,895	\$148,279
Step 10	\$142,013	\$146,955	\$149,340

July 1, 2025 – June 30, 2026			
Step	Elementary School	Middle School	High School
Step 1	\$133,089	\$137,791	\$140,128
Step 2	\$134,420	\$139,168	\$141,519
Step 3	\$135,764	\$140,561	\$142,924
Step 4	\$137,122	\$141,965	\$144,343
Step 5	\$138,493	\$143,385	\$145,776
Step 6	\$139,878	\$144,821	\$147,224
Step 7	\$141,277	\$146,267	\$148,686
Step 8	\$142,689	\$147,731	\$150,162
Step 9	\$143,771	\$148,813	\$151,244
Step 10	\$144,853	\$149,895	\$152,326

July 1, 2026 – June 30, 2027			
Step	Elementary School	Middle School	High School
Step 1	\$135,751	\$140,546	\$142,930
Step 2	\$137,108	\$141,951	\$144,349
Step 3	\$138,479	\$143,372	\$145,783
Step 4	\$139,864	\$144,804	\$147,230
Step 5	\$141,263	\$146,253	\$148,692
Step 6	\$142,675	\$147,717	\$150,169
Step 7	\$144,102	\$149,192	\$151,660
Step 8	\$145,543	\$150,685	\$153,166
Step 9	\$146,646	\$151,789	\$154,269
Step 10	\$147,750	\$152,892	\$155,373

Section 2. Longevity: Upon completion of step 10 the district employee will receive an additional \$1,500 per year longevity recognition.

Section 3. Technology Allowance: The school district will provide \$100.00 per month as reimbursement for technology hardware and software used for professional development and/or a home work station in accordance with School District procedures, policies and practices.

Section 4. Life Insurance: The Board of Education shall provide group term life insurance protection in the amount of \$100,000.00 for each full-time administrator. The policy will also provide for double-indemnity payments in the event of an administrator's accidental death and settlement on the policy will be made with the administrator's designated beneficiary, if any, otherwise to the administrator's estate. Administrators may purchase additional term life insurance to be paid by the administrator through payroll deduction.

Section 5. Long-Term Disability Insurance: The Board of Education shall provide long-term disability insurance for each full-time principal employed by the Board who qualifies for and is enrolled in the School District group disability insurance program. The

program will provide sixty-six and two-thirds percent (66-2/3%) of the principal's basic compensation.

Section 6. Education Allowance: All employees are eligible for a \$1,000 annual education allowance, to be used for class fees with pre-approval of Superintendent. Payment will be paid upon presentation of expense receipts to the district's Finance Director.

Section 7. Workshops: The Board of Education may direct the administrators to attend local, state, or national employment-related workshops in any number, in any year, and at any time they deem necessary for the betterment of the district's educational program or administrator's performance in accordance with the district's reimbursement policy.

Section 8. Association Membership: The Board of Education shall pay each administrator's national and state professional associate membership dues, realizing that membership provides attendance opportunities in workshop programs leading to improved performances in each position. The dues payment in no way is to support organization leading to adverse action or organization against the Board of Education.

Section 9. Vandalism: The Board of Education shall reimburse to the Administrator their insurance deductible up to a maximum of three hundred dollars (\$300.00) per incident for vandalism done to their home or car. Payment will be verified by a report to the Board of Education and paid by voucher.

Section 10. Health Insurance – Retirement:

Subd. 1. Single health insurance after retirement based on the following criteria:

- Must have been an administrator in the district for at least ten (10) years
- Will be eligible for one (1) year of insurance for every four (4) years of service for the district to a maximum of six years of insurance.
- If the administrator takes employment elsewhere upon leaving Jordan, which employment provides single insurance as an option, this benefit is voided.
- The Administrator has the option of taking family insurance with the understanding that the difference in premium cost be borne by the administrator.

Subd. 2. Upon retirement, an employee may continue to participate in health and dental group insurance as outlined in Section 9. Subdivision 1. This benefit will continue until the employee is eligible for Medicare.

Section 11. Pay Deduction: Whenever pay deduction is made for a principal's absence, the annual salary divided by the number of principal duty days shall be deducted for each day's absence. "Annual salary" shall include a principal's basic salary and pay for additional/extended assignments if any.

ARTICLE VI
403(b) MATCHING CONTRIBUTION PLAN

Section 1. Eligibility: Pursuant to the provisions of M.S. 123B.02, Subd. 15. and Section 403(b) of the Federal Internal Revenue Code, the School District will make matching contributions for each principal.

Section 2. Amount of School District Contribution:

Subd. 1. Full-time Principals: Full-time, eligible principals shall be eligible for an annual School District matching contribution as follows:

<u>Years of Service</u>	<u>Maximum Matching Contribution</u>
7	\$ 3,700
8-9	\$ 4,000
10+	\$ 4,500

Maximum Contribution \$60,000

Subd. 2. Part-time Principals: Eligible part-time principals shall receive a matching contribution on a pro-rata basis equal to their percentage of full-time employment.

Section 3. Vendors: Participation in the benefits of this article is limited only to principals who select one (1) of the following vendors:

- | | |
|-------------------------------------|---|
| Ameriprise Financial Services, Inc. | VOYA |
| Equitable | Minnesota Deferred Comp (457) |
| ESI Education Minnesota | Modern Woodmen of America |
| Fidelity | New York Life Insurance Company |
| First Investors | Orchard Trust (457) (No UVA Required for 457 Contributions) |
| Franklin Templeton | Thrivent Financial |
| Great West Life & Annuity | VALIC |
| Horace Mann Life Insurance | |

Section 4. Notice of Participation: To be eligible for the provisions of this article, a principal must notify the School District, in writing, by September 1st of his/her intention to participate in this matching program and the amount of the principal's contribution. This notice shall continue from year to year at the specified amount unless the principal notifies the School District, in writing, otherwise.

Section 5. Payment: The principal's contribution shall be made by payroll deduction.

Section 6. Unpaid Status: A principal on unpaid leave status may not participate in the provisions of this article.

Section 7. Lifetime Limitation: The maximum lifetime School District contribution to any principal pursuant to this article shall be in the amount of \$60,000.00 and, upon reaching this maximum, the principal shall no longer be eligible for School District

contributions

Section 8. Deduction for Severance Pay: In the event a principal is eligible for a severance or retirement payment pursuant to any other article of this Agreement, any School District contribution made pursuant to this article shall be deducted from such severance/retirement payment at the time of the principal's retirement.

Section 9. Applicable Statutes: The provisions of this article are subject to all limitations relating to such plans as provided by Federal and State laws.

ARTICLE VII GROUP INSURANCE

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

Section 2. Health and Hospitalization Insurance – Single Coverage: The School District shall contribute the premium for individual coverage for each full-time principal employed by the School District who qualifies for and is enrolled in single coverage in the School District's group health and hospitalization insurance plan.

Section 3. Health and Hospitalization Insurance – Family Coverage: The School District shall contribute the premium for family coverage for each full-time principal employed by the School District who qualifies for and is enrolled in family coverage in the School District's group health and hospitalization insurance plan.

Section 4. HSA and VEBA Account: The School District shall contribute \$3,000 for 2024-2025 and \$3,500 for 2025-2026 and \$3,500 for 2026-2027 for family coverage to eligible employees that are enrolled in the Aware 1600 or comparable plan. If an employee requests to be on a lower premium plan they will receive a \$4,400 contribution.

Section 5. Claims Against the School District: The School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to in this Agreement, and no claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier.

Section 6. Duration of Insurance Contributions: A principal is eligible for School District contributions as provided in this article as long as the principal is employed by the School District, on paid status, and enrolled in the School District's group health and hospitalization insurance plan. Upon termination of employment, all School District contributions shall cease.

Section 7. Eligibility: Full benefits provided in this article are designed for principals who are employed as principals an average of at least thirty-seven and one-half (37.5) hours* per week. Principals who are employed as principals an average of at least thirty (30) hours* per week shall be eligible for partial benefits proportional to the extent of their employment. Eligibility is subject to any limitations contained in the contract between the insurance carrier and the School District.

**ARTICLE VIII
LEAVES OF ABSENCE**

Section 1. Sick Leave:

Subd. 1. Earning: A full-time principal employed as a principal shall earn twelve (12) days of sick leave each year of employment by the School District. Annual sick leave shall accrue monthly as it is earned on a proportionate basis to the principal's work year.

Subd. 2. Accumulation: Unused sick leave days may accumulate to a maximum of one hundred twenty five (125) days of sick leave per principal.

Subd. 3. Use: Sick leave with pay shall be allowed whenever a principal's absence is found to have been due to the principal's illness and/or disability which prevented his/her attendance at school and performance of duties on that day or days. Pursuant to M.S. 181.9413*, a principal who performs services for at least twelve (12) consecutive months preceding the request for paid sick leave and for an average number of hours per week equal to one-half (½) of a full-time equivalent position in the principal's job classification as defined by the School District's personnel policies or practices or pursuant to the provisions of this Agreement during those twelve (12) months may use sick leave for absences due to an illness of or injury to the principal's child for such reasonable periods as the principal's attendance to the child may be necessary on the same terms the principal is able to use sick leave benefits for his/her own illness or injury.

Subd. 4. Medical Certificate: The School District may require a principal to furnish a medical certificate from a qualified physician as evidence of any illness and/or disability pursuant to this section, indicating such absence was due to illness and/or disability, in order to qualify for sick leave pay. However, the final determination as to the eligibility of a principal for sick leave is reserved to the School District. In the event that a medical certificate will be required, the principal will be so advised.

Subd. 5. Deduction: Sick leave allowed shall be deducted from the accumulated sick leave days earned by the principal.

Subd. 6. Approval: Sick leave pay may be approved only upon the principal's submission of a signed request upon the authorized sick leave pay request form available in the central District office.

Subd. 7. Unused Sick Leave: The administrator will receive credit for unused sick leave at a rate of \$200.00/day to a maximum of 1,000 hours; payable at the time the administrator leaves the district or retires from the district.

The administrator must have 5 years of service with the district to be eligible for unused sick leave pay.

Subd. 8. Wellness Payment: Employees using 5 days or less of sick leave may, at the end of the school year for school year employees and at the end of the fiscal year for 12 month employees, request to sell back those days at their daily rate, not to exceed \$125.00 daily. Days sold back will be deducted from the employee's accumulated sick leave as specified in Article VIII, Sec. 1, Subd. 2. The wellness payment will be prorated for part time employees.

Section 2. Personal Leave: Two (2) days per year, accumulative to four (4) days may be used for business or personal reasons which are of a nature that cannot be resolved after school hours or on a weekend.

Section 3. Workers' Compensation: Pursuant to M.S. Chapter 176, a principal injured on the job in the service of the School District and collecting workers' compensation insurance may draw sick leave and receive full salary from the School District, the salary to be reduced by an amount equal to the insurance payments, and only that fraction of the days not covered by insurance will be deducted from accrued sick leave.

Section 4. Bereavement Leave: Subject to the discretion of the Superintendent, up to five (5) days of leave may be allowed, the days to be deducted from sick leave, for death in a full-time principal's immediate family. "Immediate family" is defined as the principal's spouse, child, parent, brother, sister, or other relative who was living in the same household as the principal.

Section 5. Child Care Leave:

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

Subd. 2. Request: A principal making application for child care leave shall inform the Superintendent, in writing, of the request to take the leave at least three (3) calendar months before commencement of the intended leave.

Subd. 3. Medical Statement: A principal will provide, at the time of the leave application, a statement from the attending physician indicating the expected date of delivery.

Subd. 4. Duration: In making a determination concerning the commencement and duration of a child care leave, the School Board shall not, in any event, be required to:

- (1) grant any leave for more than twelve (12) months in duration;
- (2) permit the principal to return to employment prior to the date designated in the request for child care leave.

Subd. 5. Reinstatement: A principal returning from child care leave shall be reinstated in a position for which he/she is licensed unless previously discharged or placed on unrequested leave of absence.

Subd. 6. Failure to Return: Failure of the principal to return by the date determined under this section shall constitute grounds for termination unless the School District and the principal mutually agree, in writing, to an extension in the leave.

Subd. 7. Salary and Fringe Benefits: Leave under this section shall be without pay or fringe benefits.

Section 6. General Leave of Absence:

Subd. 1. Application: Principals with a minimum of three (3) years of experience as a principal in the School District may apply, in writing, for an unpaid leave of absence subject to the provisions of this section. The granting of such leave shall be at the sole discretion of the School District.

Subd. 2. Purpose: Such leave may be granted by the School District for overseas teaching, participation in the Peace Corps, Vista, and/or National Teacher Corps, extended illness of the principal, extended illness in the principal's immediate family as defined in Section 3. above, civic activities, alternative occupational experiences, principal organization activity, service in public office, or other reasons deemed appropriate by the School District.

Subd. 3. Notification: A principal on such leave shall notify the Superintendent, in writing, no later than April 1st of the final leave year of the principal's intention to return at the conclusion of the leave or to request an extension of the leave. The granting of an extension shall be at the sole discretion of the School Board. The School Board may also, in its sole discretion, waive the April 1st notice date if the School Board determines special circumstances are involved. A principal who fails to notify the Superintendent as required may be subject to discipline.

Section 7. Family and Medical Leave (FMLA): FMLA leave shall be granted pursuant to applicable law.

Section 8. Jury Service: A principal who serves on jury duty shall be granted the day or days necessary as stipulated by the court to discharge this responsibility without any salary deduction or loss of basic leave allowance. The compensation received for jury duty service shall be remitted to the School District.

Section 9. Military Leave: Military leave shall be granted pursuant to applicable law.

Section 10. Medical Leave: Pursuant to M.S. 122A.40, Subd. 12., principals shall have a right to a leave of absence for health reasons.

Section 11. Insurance Application: A principal on unpaid leave is eligible to continue to participate in group insurance programs if permitted under the insurance policy provisions. The principal shall pay the entire premium for such insurance commencing with the beginning of the leave and shall pay to the School District the monthly premium in advance, except as otherwise provided in law. In the event the principal is on paid leave from the School District under Section 1 above or supplemented by sick leave pursuant to Section 2 above, the School District will continue insurance contributions as provided in this Agreement until sick leave is exhausted. Thereafter, the principal must pay the entire premium for any insurance retained.

Section 12. Credit: A principal who returns from unpaid leave shall retain experience credit for pay purposes and other benefits which had accrued at the time the leave began. No credit shall accrue for the period of time that a principal was on unpaid leave.

Section 13. Eligibility: Full leave benefits provided in this article shall apply only to principals who are employed as principals an average of at least thirty-seven and one-half (37.5) hours* per week. Principals who are employed as principals an average of at least twenty (20) hours* per week shall be eligible for partial benefits proportional to the extent of their employment.

ARTICLE IX DUTY YEAR

Section 1. Principal Duty Days: The School Board shall establish the calendar and principals' duty days for each school year, and the principals shall perform services on those days as determined by the School Board, including those legal holidays on which the School Board is authorized to conduct school and, pursuant to such authority, has determined to conduct school.

Section 2. Duty Year: The duty year for principals shall be twelve (12) months.

Section 3. Scheduling of Duty Days: The duty day schedule for principals shall be subject to the approval of the Superintendent.

Section 4. Non-Duty Days: Unless otherwise approved, in writing, by the Superintendent, all non-duty time to which a principal is entitled for a given contractual year shall be taken by the following August 31st.

Section 5. School Closings: In the event a duty day(s) is lost for any reason, the principal shall perform duties on such other day(s) in lieu thereof as the School Board shall determine.

Section 6. Duty Days: The number of principal duty days per year will be 250 days.

ARTICLE X HOLIDAYS & VACATION

Section 1. Holidays:

Subd. 1. Each Principal shall be entitled to twelve (12) paid holidays, including two floating holidays, designated by the School Board each Contract year.

Subd. 2. Eligible holidays are: New Year's Day, Good Friday, Memorial Day, 4th of July, Labor Day, Day after Thanksgiving, Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve, and two floating holidays approved by the superintendent.

Section 2. Vacation:

Subd. 1. Each Principal shall earn twenty (20) working days of annual paid vacation each Contract year. Unused vacation must be taken within six (6) months after the end of the Contract year in which it is earned. Each Principal shall ensure that a current and accurate record is kept by the District's business office of his/her vacation usage.

Subd. 2. Vacation Day Sell Back: Each principal will be allowed to sell back up to 10 vacation days annually, any remaining unused days will be deemed lost. Days sold back will be paid out on the on the first payroll in January. The daily rate of pay for any such payment shall be calculated using the following formula: annual salary divided by 250 days per year.

Subd. 3. Upon voluntary termination of employment the Principal shall be entitled to payment for a maximum of twenty (20) unused vacation days earned and accrued pursuant to the provisions of this section; however, if the Principal is involuntarily terminated, he/she shall not be entitled to any unused earned and accrued vacation days. The daily rate of pay for any such payment shall be calculated using the following formula: annual salary at the time of voluntary termination divided by 228 days per year.

ARTICLE XI GRIEVANCE PROCEDURE

Section 1. Definitions:

Subd. 1. Grievance: The word, "grievance," shall mean an allegation, in writing, by a principal that the principal has been injured as a result of a dispute or disagreement between the principal and the School District as to the interpretation or application of specific terms and conditions contained in this Agreement.

Subd. 2. Grievant: The word, "grievant," shall mean an individual principal who files a grievance as defined in Subd. 1 above.

Subd. 3. Days: Any reference to the word, "days," regarding time periods

in this procedure shall refer to working days. The term, "working day," is defined as all week days not designated as holidays by state law.

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

Section 3. Interpretations:

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

Subd. 2. Computation of Time: In computing any period of time prescribed or allowed by procedures in this article, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday, or a legal holiday, in which event, the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.

Subd. 3. Filing and Postmark: The filing or service of any notice or document required by this Agreement shall be timely if it is personally served or if it bears a certified postmark of the United States Postal Service within the time period.

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

Section 5. Resolution of Grievance: The School District and the principal shall attempt to resolve all grievances which may arise during the course of employment as follows:

Subd. 1. Level I: If the grievance is not resolved through informal discussion, the School District's designee shall give a written decision on the grievance to the parties involved within ten (10) days* after receipt of the written grievance.

Subd. 2. Level II: In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the School Board, provided such appeal is made, in writing, within five (5) days* after receipt of the decision in Level I. If a grievance is properly appealed to the School Board, the School Board shall set a time to hear the grievance within twenty (20) days* after receipt of the appeal. Within twenty (20) days*

after the meeting, the School Board shall issue its decision in writing to the parties involved. At the option of the School Board, a committee or representative(s) of the School Board may be designated by the School Board to hear the appeal at this level and report the findings and recommendations to the School Board. The School Board shall then render its decision.

Section 6. Denial of Grievance: Failure by the School Board or its representative(s) to issue a decision within the time periods provided in this article shall constitute a denial of the grievance, and the grievant may appeal it to the next level.

Section 7. Arbitration Procedures: In the event that the grievant and the School Board are unable to resolve any grievance, the grievance may be submitted to arbitration as defined in this article.

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

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

Subd. 3. Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties may, within ten (10) days* after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the Commissioner to submit a panel of seven (7) arbitrators to the parties, pursuant to PELRA, provided such request is made within twenty (20) days* after the request for arbitration. The request shall ask that the panel be submitted within ten (10) days* after the receipt of said request. Within ten (10) days* after receipt of the panel, the parties shall alternately strike names, and the remaining name shall be the arbitrator to hear the grievance. The order of striking will be determined by lot. Failure to agree upon an arbitrator or the failure to request an arbitrator from the Commissioner within the time period as provided in this article shall constitute a waiver of the grievance.

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

Subd. 5. Decision: Decisions by the arbitrator in cases properly before him/her shall be final and binding upon the parties, subject, however, to

the limitations of arbitration decisions as provided in PELRA. The arbitrator shall issue a written decision and order including findings of fact which shall be based upon substantial and competent evidence presented at the hearing. All witnesses shall be sworn upon oath by the arbitrator.

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

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

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

ARTICLE XII PROGRESSIVE DISCIPLINE

Section 1. Discipline: Discipline shall consist of oral reprimand, written reprimand, suspension with pay, suspension without pay, and discharge. However, the School District reserves the right to impose discipline at any level as determined by the School District based upon the circumstances surrounding the action. A conference between the principal and his/her supervisor(s) shall be held prior to the imposition of a written reprimand, suspension, or discharge.

Section 2. Grounds for Disciplinary Action: The imposition of an oral reprimand shall not be subject to the grievance procedure. A principal may challenge the contents of any written materials in his/her personnel file pursuant to the provisions of M.S. 122A.40, Subd. 19. A principal shall be suspended without pay only for just cause, and such action shall be subject to the grievance procedure. A principal who is the subject of a discharge shall be governed by M.S. 122A.40, and such action shall not be subject to the provisions of this article.

Section 3. Opportunity to Meet: Suspension with or without pay shall be imposed only by the Superintendent or his/her designee. If a suspension without pay is to be considered pursuant to Section 2. above, the principal shall be afforded an opportunity to meet with the Superintendent or his/her designee, and the principal may elect to have a representative in attendance at any such meeting.

Section 4. Subject to Arbitration: Suspension without pay shall take effect only after written notification from the Superintendent or his/her designee to the principal stating the grounds for suspension without pay. The principal shall have the right to invoke the grievance procedure set forth in this Agreement at the arbitration level, provided written notification requesting arbitration is sent to the Superintendent or his/her designee within five (5) working days after receipt of the written notice of suspension without pay. The arbitrator's authority shall include a review of whether the suspension without pay and length thereof were appropriate considering the circumstances surrounding the action.

Section 5. Removal from Duty – Investigation: Nothing in this article shall apply to a principal who is removed from duty pending investigation of allegations, which period shall be covered by a paid suspension, unless such suspension is invoked under the provisions of M.S. 122A.40, Subd. 13., and which shall not be subject to the grievance procedure.

ARTICLE XIII UNREQUESTED LEAVE OF ASBSENCE (ULA) AND SENIORITY AGREEMENT

Section 1. Purpose: The purpose of this article is to implement the provisions of M.S. 122A.40, Subd. 10., that article, when adopted, shall constitute the required plan for ULA because of discontinuance of position, lack of pupils, financial limitations, or merger of classes caused by consolidation of school districts.

Section 2. Definitions: For purposes of this article, the terms defined shall have the

meanings respectively ascribed to them.

Subd. 1. Principal: "Principal" shall mean those members of the unit as defined by PELRA and this Agreement.

Subd. 2. Qualified: "Qualified" shall mean a principal who, in addition to the state license, has, as solely determined by the School District, successfully had experience as a principal within the past five (5) years.

Subd. 3. Seniority: For purposes of this article, "seniority" commences with the first day of continuous administrative service as a principal in the School District.

Section 3. Unrequested Leave of Absence (ULA):

Subd. 1. Terms: The School Board may place on ULA such principals as may be necessary because of discontinuance of position, lack of pupils, financial limitations, or merger of classes. Such leave of absence may continue for a period of five (5) years,* after that the right to reinstatement shall terminate; provided the principal's right to reinstatement shall also terminate if the principal fails to file with the School District,** by April 1st of each year, a written statement requesting reinstatement. Such leave shall be effective no later than the close of the school year or at such earlier time as mutually agreed upon by the principal and the School Board.

Subd. 2. Notice: Principals placed on such leave shall receive notice by June 30th of the school year prior to the commencement of such leave with reasons for said placement.

Subd. 3. Placement: Principals shall be placed on ULA in inverse order of seniority in the position and grade level assignment employed with the following exception: no principal shall be placed on ULA if any other qualified principal employed in the same position and grade level assignment is on a "Principal Improvement Plan" as provided for in M.S. 123B.147.

Subd. 4. Affirmative Action Program: This section shall not apply if its application will result in any violation of the School District's affirmative action program which shall include ethnicity, race, color, or sex; and any principal employed in an affirmative action program may be retained in the category of a principal with greater seniority if such retention is necessary to effectuate the purposes of such affirmative action program.

Subd. 5. Tie-Breaker: In the event a reduction in number of principals creates a situation requiring that a choice be made among principals who have equal seniority, the selection of the principal(s) for purposes of reduction shall be at the discretion of the School District based on criteria including performance, training, experience, skills in special assignments, and other relevant factors.

Subd. 6. Years of Service: Any principal placed on such leave may engage in administrative work or any other occupation during such period and may be eligible for re-employment insurance if otherwise eligible for such compensation under that law, and such leave will not result in a loss of credit for years of service in the School District earned prior to the commencement of such leave.

Section 4. Realignment: For purposes of placement on ULA or reinstatement from ULA, nothing in this article shall require the School District to reassign a senior principal to a different position for the principal is not qualified, as defined in Section 2. above, to accommodate the seniority claims of a junior principal.

Section 5. Reinstatement:

Subd. 1. Process: No new principal shall be employed by the School District while any qualified principal is on ULA. Principals placed on ULA shall be reinstated to the positions from which they have been placed on ULA or any other available positions in the School District in which they are qualified as such positions become available. The order of reinstatement shall be in inverse order in which principals were placed on ULA.

Subd. 2. Notices: When placed on ULA, a principal must file his/her name and address, to which any notice of reinstatement or availability of position shall be mailed, with the School District personnel office. Proof of service by the person in the School District depositing such notice to the principal at the last known address shall be sufficient. The principal on ULA shall be responsible to provide an address for forwarding of mail or for address changes. Failure of a notice to reach a principal shall not be the responsibility of the School District if any notice has been mailed as provided in this article.

Subd. 3. Acceptance of Re-employment: If a position becomes available for a qualified principal on ULA, the School District shall mail the notice to such principal, who shall have ten (10) days from the date of such notice to accept the re-employment. Failure to accept re-employment, in writing, within such ten (10)-day period shall constitute a waiver on the part of the principal to any further rights of employment or reinstatement, and that principal shall forfeit any future reinstatement or employment rights.

Subd. 4. Reinstatement Rights: Reinstatement rights shall automatically cease five (5) years* from the date ULA was commenced, and no further rights to reinstatement shall exist unless extended by written mutual consent of the School Board and the qualified principal.

Section 6. Establishment of Seniority List:

Subd. 1. Preparation: The School Board shall annually cause a seniority list (by name, date of employment, qualification, position, and grade level

assignment) to be prepared from its records. This list shall be available by request to principals at any time.

Subd. 2. Request for Change: Any principal whose name appears on such list and who may disagree with the order of seniority in said list shall have ten (10) days from the date of posting to supply written documentation, proof, and request for seniority change to the Superintendent.

Subd. 3. Final List: Within twenty (20) days from the date of posting, the School District shall evaluate any and all such written communications regarding the order of seniority contained in said list and may make such changes the School District deems warranted. A final seniority list shall then be prepared by the School District, which list, as revised, shall be binding on the School District and any principal.

Section 7. Filing of Licenses: In any year that a reduction of principal positions is occurring and the School Board is placing principals on ULA, only those licenses actually received in the Superintendent's office for filing as of January 15th of such year shall be considered for purposes of determining ULA within areas of licensure for the following school year. A license filed after January 15th shall be considered for purposes of reinstatement but not for the current reduction.

Section 8. Effect: This article shall be effective at the beginning date of this Master Agreement and shall be governed by its duration clause. This article shall govern all principals, as defined in Section 2., Subd. 1. above, and shall not be construed to limit the rights of any other licensed employee not covered by the Master Agreement or other Master Agreement affecting such licensed employee.

Section 9. Procedure: Any challenge by a principal who is proposed for placement on ULA or reinstatement therefrom shall be subject to the hearing and review procedures, as provided in M.S. 122A.40, Subd. 14., and, therefore, shall not be subject to the grievance procedure.

ARTICLE XIV DURATION

Section 1. Terms and Reopening Negotiations: This Agreement shall remain in full force and effect for a period commencing upon the date of its full ratification through June 30, 2024, and thereafter as provided by PELRA. In the event a successor Agreement is not entered into prior to the expiration date of this Agreement, a principal shall be compensated according to the previous year's compensation until such time that a successor Agreement is ratified. If the Principals desire to modify or amend this Agreement commencing on July 1, 2024, it shall give written notice of such intent pursuant to PELRA no later than May 1, 2024, including complete language and detail of proposed changes. If such notice is not timely served, the School District shall not be required to negotiate any terms of employment for the following school year. Unless otherwise mutually agreed, the parties shall not commence negotiations more than ninety (90) days prior to the expiration of this Agreement.

Section 2. Effect: This Agreement constitutes the full and complete Agreement between the School District and Principals. The provisions of this Agreement relating to terms and conditions of employment supersede any and all prior Agreements, resolutions, practices, and School District policies, rules, and regulations concerning terms and conditions of employment inconsistent with these provisions. Nothing in this Agreement shall be construed to obligate the School District to continue or discontinue existing or past practices or prohibit the School District from exercising all management rights, functions, and prerogatives, except insofar as this exercise would be in express violation of any term or terms of this Agreement.

Section 3. Finality: Any matters relating to the current Agreement term, whether or not referred to in this Agreement, shall not be open for negotiation during the term of this Agreement. The exception being to discuss the terms and conditions of the health insurance section as impacted by the Affordable Care Act.

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

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

For The Jordan School District Principals

For the School District

High School Principal

Deb Pauly, Board Chair

Middle School Principal

Jenny Kusske, Board Clerk

Elementary School Principal

Dated this ____ day of _____, 20__.

Dated this ____ day of _____, 20__.

DATE: October 14, 2024

CLASSIFICATION: Review/Act

AUTHOR:

Elise Pickle, Director of Communications

SUBJECT: Jordan Public Schools Branding Review

PURPOSE:

To provide an update to the School Board on the branding for the Jordan School District and review the Jordan Public Schools Communications and Branding Manual.

BACKGROUND:

The Jordan Public Schools branding was updated during the 2018-2019 school year and has been slowly rolled out to our schools and programs over the past five years. The Communications and Branding Manual has not been updated for staff since Fall 2019. With the recent updates made across the district during renovations and with annual budgets (carpet, paint, furniture, etc.) now is the perfect time for a review of the branding manual.

CONSIDERATIONS:

Updates have been made to the branding manual as follows:

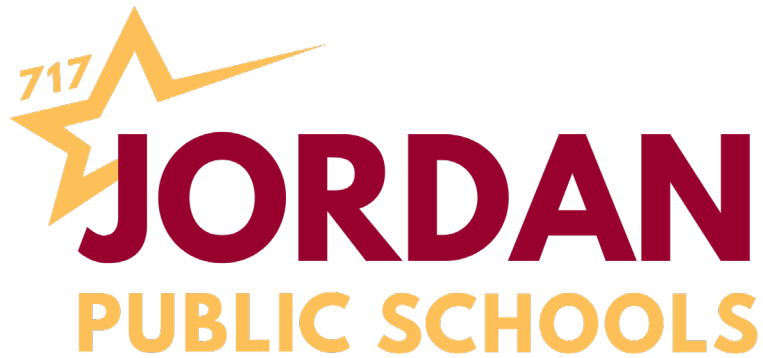
- Pages 5 & 6 - updated to include Superintendent Evenson's name and contact information to replace Superintendent Helgerson's information.
- Page 7 - updated the downloads information to include the latest resources for staff and how to find them. Added the Trademark Use Requests (by external organizations) section for staff member reference, as a way to streamline information to one easy-to-find location.
- Pages 8 & 9 - updated primary brand colors to be in alignment with current brand logos, removed teal, lime and sky blue from secondary color palette, added black, medium gray and light gray to secondary color palette. These changes are in alignment with the colors used within our schools and the brand standards set during the elementary and high school renovations.

CONCLUSIONS:

We have been aligning visual branding elements throughout the district over the past five years in order to have a consistent brand feel across all buildings and departments. These branding manual updates will allow the Jordan Public Schools brand to bring more cohesion to our schools and programs.

NEXT STEPS:

Our recommendation is the Jordan School Board approve the updated brand manual.



Communications and Branding Manual

Visual Identity Guide

Jordan Public Schools IDS #717

952-492-6200

www.jordan.k12.mn.us

Revised: Fall 2024

Overview

The Jordan School District Visual Identity Brand Manual is designed to be used for all official communications from the District. The manual is composed of a system of coordinated graphic elements, including a district academic logo, athletics logo, and a specific color palette.

This branding system is recommended for all visual representations of the District: marketing materials, correspondence from the classroom, exhibit items, videos, yearbooks, students handouts, presentations, web pages, etc.

District Academic Logo

The Jordan Public Schools academic logo is a modified star with three sides; representing the three schools in the District.

- The District logo is to be used for all academic and business office correspondence.
- The proportions of the logo are to remain unaltered.
- The logo and all of its elements should not be modified, stretched, or altered in any way.
- A minimum of .25" should be kept clear around the logo.

Two orientations: preferred use



SQUARE ORIENTATION

- When using in correspondence or on forms, do not stretch beyond 4 inches.



HORIZONTAL ORIENTATION

- When using in correspondence or on forms, do not stretch beyond 6 inches.

Acceptable Alternatives:



LOGO WITH BUILDING NAME

- When using in correspondence or on forms, do not stretch beyond 6 inches.



WITH MISSION STATEMENT

- When using in correspondence or on forms, do not stretch beyond 6 inches.

Athletics/Activities Logo

The Jordan athletic/activities logo will be composed of a “J” and/or the chosen title of “Jaguars” or “Hubmen” or the sport/activity title.

- The “J” logo is to be used for all athletic/activities; including all team sportswear, athletic and activity promotional materials, and where applicable as a sub-logo to the main district logo.
- The proportions of the logo are to remain unaltered. The “J” logo should be maroon, gold, and white and the mascot logo should be maroon, gold, white, and black unless previously approved by the Communications and Marketing Department and the District Activities Director.
- The logo system and all of its elements should not be modified or altered in any way unless approved by the Communications and Marketing Department and the District Activities Director.
- Currently, the athletic/activities “J” and mascot logo are the approved logos. One of these logos are to be used for the branding on any part of team wear that is used during play. The team mascots continue to be the Jaguars and Hubmen, but no previously drawn rendition of a Jaguar or Hubmen is to be used without approval from the Communications and Marketing Department and the District Activities Director. Previous logos, to include the train, are also not to be used. If these such logos are in current use on a uniform/promotional shirt, they will be phased out in next cycle.
- If student athletes are purchasing separate promotional/spirit wear, that is not being worn as part of the approved uniform, they are allowed to deviate from the brand standards within reason as approved by the District Activities Director.
- The Jordan School District collaborated with the Belle Plaine School District to add visual identity guidelines for the Scott West Panthers Wrestling team.
- A minimum of .25” should be kept clear around the logo.
- If adding text below logo, i.e. mascot/sport/activity name, it should be nested below the logo 0.5” from the bottom stripe and centered on the “J” (see examples). The font should be Century Gothic Bold Italic.

with no name



with mascot/sport/activity name



Athletics/Activities Uniform Colors

All Jordan uniforms and district/promotional clothing will follow the approved official school color guidelines (see page 6).

- Approved maroon, gold, white and black will be the only colors allowed for uniforms. Maroon or gold must be the primary uniform colors, with white and black being used only as accent colors.
- “Vegas gold” will no longer be used as a color accent on uniforms or promotional clothing. All uniforms that currently have “vegas gold” will be used and will follow the normal uniform cycle.
- Approved exceptions to the uniform color rule will be for baseball and softball. These teams will be allowed to use grey as an approved color for their alternate uniform. The use of black as a specialty uniform may be approved by the District Activities Director and Superintendent.
- If student athletes are purchasing separate promotional/spirit wear, that is not being worn as part of the approved uniform, they are allowed to deviate from the brand standards within reason as approved by the District Activities Director.

Academic Typography

The district’s font suite is Century Gothic. All fonts are to be in black (unless on black background and then use white). Century Gothic should be installed on your computer, if not contact the Technology Department.

- **Century Gothic Regular:** Main text areas (11 pt leading; or 10 pt when needed) and left justified
- **Century Gothic Italic:** Main text areas (11 pt leading; or 10 pt when needed), used to emphasize
- **Century Gothic Bold:** Main text areas (11 pt leading; or 10 pt when needed), used to emphasize
- **Century Gothic Bold Italic:** Main text areas (11 pt leading; or 10 pt when needed), used to emphasize

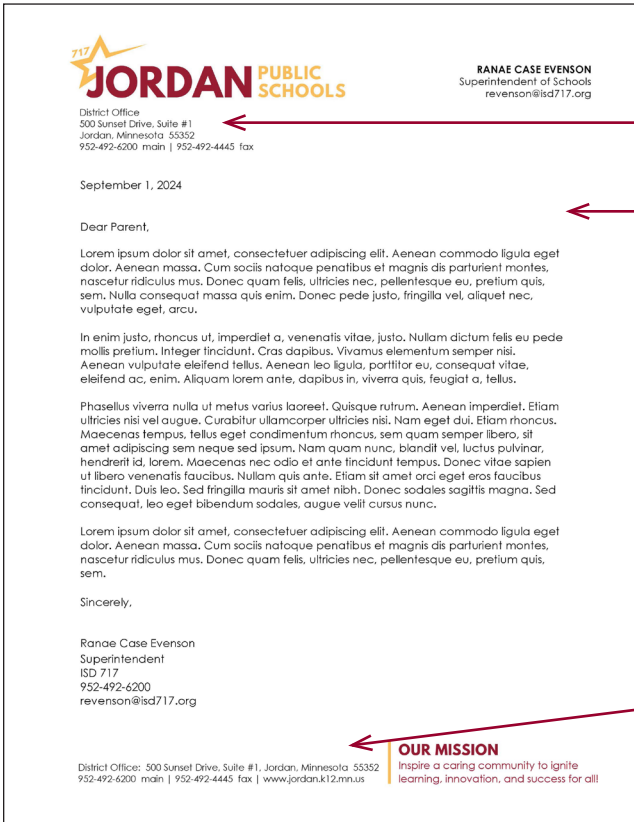
Athletics/Activities Typography

The following fonts will be the preferred fonts for Athletics/Activities typography. This typography should be specified when working with uniform or promotional shirt vendors. Please contact the Communications and Marketing Department with questions.

- The font used in the Activities “J” is custom and should not be replicated. If a different color combination is need contact the Communications and Marketing Department.
- **COLLEGE BLOCK 2.0**
is the font to be used for any heading for Athletics/Activities.
- **CENTURY GOTHIC BOLD ITALIC**
is the font to be used for any subheading under the “J”.

Stationery

Approved letterhead, business cards, and envelopes are available through each building. Personalized letterhead and business cards must be authorized through the District office. **For staff that does not have personalized letterhead, they are to use the letterhead of the principal/department head in their area/building.** For example: high school staff will use the letterhead of the school principal unless they have preauthorized letterhead of their own.



Letterhead

The return address will be specific to the building of the person writing the letter. Letterhead will not contain direct phone lines unless approved.

The text box for the body of the letter have 1 inch margins of the top, left, and right. The bottom margin will be a 1.25 inch margin due to larger logo on the bottom. See page 6 of manual for specific spacing of full letter.

All text font will be Century Gothic 11 point leading (or 10 if needed for space).

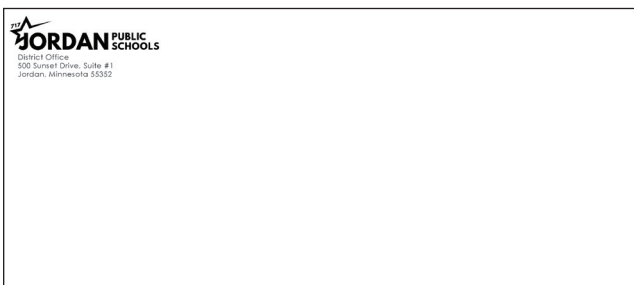
If a second page is needed, continue to a blank page, no letterhead.

The bottom of all letterhead will contain the contact information for the district office (it will not be specific to your building).



Business Card

Business cards will authorized through the District office. They may contain the direct line or cell phone if desired.



Envelopes

Envelopes will be available in each building with the return address of that building or department.

Letterhead Formatting

To maintain cohesive branding, all letters sent from the Jordan School District need to use similar formatting. Follow these guidelines when formatting a letter.

Font:
Century Gothic
Size: 11 preferred
(or 10 if needed for space issues)

Block Text Format

Subsequent pages will be blank. No letterhead on pages 2+ are required.

717 JORDAN PUBLIC SCHOOLS

District Office
500 Sunset Drive, Suite #1
Jordan, Minnesota 55352
952-492-6200 main | 952-492-4445 fax

RANAE CASE EVENSON
Superintendent of Schools
revenson@isd717.org

Top Margin 1 Inch

2 spaces
September 1, 2024

2 spaces
Dear Parent,

1 space
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Aenean commodo ligula eget dolor. Aenean massa. Cum sociis natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Donec quam felis, ultricies nec, pellentesque eu, pretium quis, sem. Nulla consequat massa quis enim. Donec pede justo, fringilla vel, aliquet nec, vulputate eget, arcu.

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Left Margin 1 Inch

Phasellus viverra nulla ut metus varius laoreet. Quisque rutrum. Aenean imperdiet. Etiam ultricies nisi vel augue. Curabitur ullamcorper ultricies nisi. Nam eget dui. Etiam rhoncus. Maecenas tempus, tellus eget condimentum rhoncus, sem quam semper libero, sit amet adipiscing sem neque sed ipsum. Nam quam nunc, blandit vel, luctus pulvinar, hendrerit id, lorem. Maecenas nec odio et ante tincidunt tempus. Donec vitae sapien ut libero venenatis faucibus. Nullam quis ante. Etiam sit amet orci eget eros faucibus tincidunt. Duis leo. Sed fringilla mauris sit amet nibh. Donec sodales sagittis magna. Sed consequat, leo eget bibendum sodales, augue velit cursus nunc.

1 Inch Right Margin

>Lorem ipsum dolor sit amet, consectetur adipiscing elit. Aenean commodo ligula eget dolor. Aenean massa. Cum sociis natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Donec quam felis, ultricies nec, pellentesque eu, pretium quis, sem.

1 space
Sincerely,

2 spaces
Ranae Case Evenson
Superintendent
ISD 717
952-492-6200
revenson@isd717.org

1.25 Inches Bottom Margin

District Office: 500 Sunset Drive, Suite #1, Jordan, Minnesota 55352
952-492-6200 main | 952-492-4445 fax | www.jordan.k12.mn.us

OUR MISSION
Inspire a caring community to ignite learning, innovation, and success for all!

Downloads

Downloads of the official District Logo, Academic Logos and the Activities Logos can be found in the ISD 717 Google Drive by searching “Jordan Public Schools Branding Resources”. Also included are PNG (Portable Network Graphic) files, which are used in Web design and in Microsoft Office software such as Word and PowerPoint. Logos may also be found under the “brand” tab in Canva. These resources are available for use by the ISD 717 staff only.

If you need EPS or PDF files that can be opened and scaled (within the listed guidelines) in programs such as Adobe Illustrator and Adobe Photoshop please contact the Communications and Marketing Department at communications@isd717.org.

If you experience difficulty with any logo, please contact the Communications and Marketing Department at communications@isd717.org.

Trademark Use Requests (by external organizations)

There is a process for external organizations (such as PTOs, companies, etc.) to request use of the Jordan Public Schools branded logos. Jordan Public Schools staff may also follow this process for use of logos outside of the duty day.

The Trademark Use Request information can be found on the Jordan Public Schools website www.jordan.k12.mn.us by searching “Identity Toolkit” or “Trademark Use Request.” Trademark Use Request should be completed on an as-needed or annual basis depending on the nature of the request.

Any questions about Trademark use can be directed to the Communications and Marketing Department at communications@isd717.org.

Official School Colors

The Jordan School District colors are specific to keeping our district's brand cohesive. Jordan School district has two primary colors (maroon and gold) and one accent color (white).



maroon



gold



white

Print Color Guidelines (for print)

Use the correct Pantone Matching System® color for the colors.

- maroon: 202C (coated) / 201U (uncoated)
- gold: 136C (coated) / 116U (uncoated)
- white: opaque white process may be used for printing

In four-color print jobs, you can simulate the Pantone Matching System® colors using these CMYK formulas:

- maroon: 0% cyan / 100% magenta / 61% yellow / 43% black
- gold: 0% cyan / 27% magenta / 76% yellow / 0% black
- white: 0% cyan / 0% magenta / 0% yellow / 0% black

Screen Color Guidelines (for web design and Microsoft Office)

In Microsoft Office suite software, you can approximate the PMS® color by selecting 'More Colors' from the Color palette menu and setting the RGB sliders to these values:

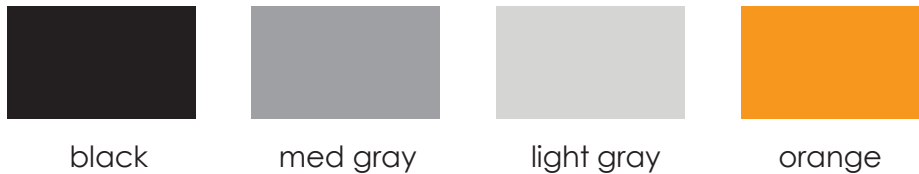
- maroon: R 122, G 0, B 25
- gold: R 255, G 204, B 51
- white: use white from Standard palette

To approximate the PMS® colors on web site designs, use hexadecimal codes:

- maroon: # 7A0019
- gold: # FFCC33
- white: # FFFFFFFF

Secondary Colors

The Jordan School District has designated secondary colors that will be used **ONLY in print/design** for website, brochure, or other marketing materials approved by the District. These colors are not to be applied to the official district logo unless approved by the Communications and Marketing department.



Print Color Guidelines (for print)

Use the correct Pantone Matching System® color for the colors.

- black: PMS® Black C; alternately, process black may be used for 2-color printing
- med gray: 423C (coated)
- light gray: 420C (coated)
- orange: 144C (coated)

In four-color print jobs, you can simulate the Pantone Matching System® colors using these CMYK formulas:

- black: 0% cyan / 0% magenta / 0% yellow / 100% black
- med gray: 1% cyan / 0% magenta / 1% yellow / 44% black
- light gray: 0% cyan / 0% magenta / 2% yellow / 18% black
- orange: 0% cyan / 52% magenta / 100% yellow / 0% black

Screen Color Guidelines (for web design and Microsoft Office)

In Microsoft Office suite software, you can approximate the PMS® color by selecting 'More Colors' from the Color palette menu and setting the RGB sliders to these values:

- black: use black from Standard palette
- med gray: R 142, G 144, B 143
- light gray: R 208, G 207, B 203
- orange: R 233, G 131, B 0

To approximate the PMS® colors on web site designs, use hexadecimal codes:

- black: # 000000
- med gray: # 8E908F
- light gray: # D0CFCB
- orange: # E98524

Fwd: Assurance of Compliance Submission Received

Ranae Case Evenson <revenson@isd717.org>
To: Carolyn Yagla <cyagla@isd717.org>

Wed, Oct 9, 2024 at 11:00 AM

----- Forwarded message -----

From: <mde.assurance.compliance.mde@state.mn.us>
Date: Wed, Oct 9, 2024 at 10:59 AM
Subject: Assurance of Compliance Submission Received
To: <revenson@isd717.org>

This email is confirmation that the Assurance of Compliance (AOC) submission for Jordan Public School District 0717-01 has been received and is complete for the 24-25 school year. If you have any questions, please feel free to reach out to Kellie Brady at 651-582-8793 or mde.assurance.compliance.MDE@state.mn.us.

--

RANAE CASE EVENSON | Superintendent
Jordan Public Schools | revenson@isd717.org
500 Sunset Drive, Suite #1 | Jordan, MN | 55352
Office: 952-492-6200 | fax: 952-492-4445
www.jordan.k12.mn.us | [Facebook](#) | [Twitter](#) | [YouTube](#)



FIELD TRIP REQUEST FORM

Day Field Trip
(Submit 30 days in advance)

Overnight/Extended Field Trip (Requires Board Approval)
(Submit 60 days in advance)

Day Trip Procedures:

- Check with the main office to confirm the date of the trip
- Complete this form, include an itinerary, and submit to principal for approval
- Arrange appropriate transportation
- Arrange parent/guardian chaperones, if necessary, and notify them of trip information
- Have chaperones complete a volunteer background check
- Email appropriate support staff, SPED teachers, specialists, kitchen staff

Overnight/Extended Procedures:

- Check with the main office to confirm the date of the trip
- Complete this form, include an itinerary, submit to Principal for approval, and wait for board approval
- Arrange appropriate transportation/lodging **(do not book until board approval is given)**
- Arrange parent/guardian chaperones, if necessary, and notify them of trip information
- Have chaperones complete a background check
- Email appropriate support staff, SPED teachers, specialists, kitchen staff

Name of Group: <u>SCOTT WEST WRESTLING</u>	Date of trip: <u>12/19/24 through 12/21/24</u>
Destination: <u>Rochester, MN</u>	Amount charged to students: <u>—</u>
Trip Supervisor: <u>Jerold Stauffacher</u>	Cell phone #: <u>952-334-9387</u>
Number of Adults: <u>6</u>	Number of Students: <u>25</u>
Depart from School: <u>Leave after Watertown Meet</u>	Estimated time of return: <u>10:00 PM</u>
Transportation Type: <u>Bus/ Van</u>	Lodging: <u>Hyatt Downtown</u>
Transportation Cost Total: <u>—</u>	Field Trip Cost Total: <u>—</u>

• Learning Objectives / Educational Purposes: Scott West has been wrestling in the MN x-Mas Tourney for years. We will wrestle against the best in the state in all classes.

• Outcomes students will gain from this trip:
To become better student/athletes

• Educational alternatives with similar outcomes for students who do not attend:
NA

• Review / Evaluation upon returning to school:

Trip Supervisor Signature

10-2-24

Date

Approved Denied

Administrator Signature

10-8-24

Date

ADDITIONAL INFORMATION FOR OVERNIGHT / EXTENDED FIELD TRIPS

- If associated with a class, describe plans to ensure quality instruction for members of the class not participating in the trip. Attach additional pages if necessary.

NA

- Describe plans to inform and involve parents/guardians and secure their approval. Attach copies of information and permission documents.

Communication will be via email & social media & wrestlers

- Describe steps taken to inform and assist disadvantaged students participating in the trip:

NA

- List all expected expenditures (substitute teachers, salary, stipends, food, transportation, lodging, admissions, etc.)

Subs will be needed for coaches that are teachers -

- List any paraprofessional need; type of paraprofessional and their expected role (do not list confidential student(s) names on this form)

NA

- If fund raising activities are part of financing, briefly describe fund raising plans and attach a copy of the fund raising request.

NA

- Describe how funds will be collected. - *School event*

- Adults accompanying students on the trip:

Name:

Status: Teacher, parent/guardian, etc.

*Jerold Stauffacher Frank Kipp
 Matt Hennen Al Flynn
 Tyler Buesgens
 Justin Reinsma*



 Administrator Signature

Date 10-8-24

 Superintendent Signature

Date _____

 School Board Signature

Date _____



FIELD TRIP REQUEST FORM

Day Field Trip

(Submit 30 days in advance)

Overnight/Extended Field Trip (Requires Board Approval)

(Submit 60 days in advance)

Day Trip Procedures:

- Check with the main office to confirm the date of the trip
- Complete this form, include an itinerary, and submit to principal for approval
- Arrange appropriate transportation
- Arrange parent/guardian chaperones, if necessary, and notify them of trip information
- Have chaperones complete a volunteer background check
- Email appropriate support staff, SPED teachers, specialists, kitchen staff

Overnight/Extended Procedures:

- Check with the main office to confirm the date of the trip
- Complete this form, include an itinerary, submit to Principal for approval, and wait for board approval
- Arrange appropriate transportation/lodging (do not book until board approval is given)
- Arrange parent/guardian chaperones, if necessary, and notify them of trip information
- Have chaperones complete a background check
- Email appropriate support staff, SPED teachers, specialists, kitchen staff

Name of Group: <u>SCOTTWEST WRESTLING</u>	Date of trip: <u>12/27/24 - 12/28/24</u>
Destination: <u>Rogers, MN</u>	Amount charged to students: <u>-</u>
Trip Supervisor: <u>Jerald Stauffacher</u>	Cell phone #: <u>962-334-9387</u>
Number of Adults: <u>6</u>	Number of Students: <u>40+</u>
Depart from School: <u>NA</u>	Estimated time of return: <u>10:00 PM</u>
Transportation Type: <u>Bus/Van</u>	Lodging: <u>Cambria Hotel - Maple Grove</u>
Transportation Cost Total: <u>-</u>	Field Trip Cost Total:


• Learning Objectives / Educational Purposes: *Since the start of the Redger X-MES Tourney, Scott West has participated in this Tourney. This is a great event to build team bonds & get great wrestling.*

• Outcomes students will gain from this trip: *To become better student/athletes*

• Educational alternatives with similar outcomes for students who do not attend:

NA

• Review / Evaluation upon returning to school:


 Trip Supervisor Signature

10-2-24
 Date

Approved Denied

 Administrator Signature

10-8-24
 Date

ADDITIONAL INFORMATION FOR OVERNIGHT / EXTENDED FIELD TRIPS

- If associated with a class, describe plans to ensure quality instruction for members of the class not participating in the trip. Attach additional pages if necessary.

NA

- Describe plans to inform and involve parents/guardians and secure their approval. Attach copies of information and permission documents.

Communication will be via email & social media of wrestlers

- Describe steps taken to inform and assist disadvantaged students participating in the trip:

NA

- List all expected expenditures (substitute teachers, salary, stipends, food, transportation, lodging, admissions, etc.)

Subs will be needed for coaches that are teachers -

- List any paraprofessional need; type of paraprofessional and their expected role (do not list confidential student(s) names on this form)

NA

- If fund raising activities are part of financing, briefly describe fund raising plans and attach a copy of the fund raising request.

NA

- Describe how funds will be collected. - *School event*

- Adults accompanying students on the trip:

Name:

Status: Teacher, parent/guardian, etc.

*Jerold Stauffacher Frant Kipp
 Matt Hennen Al Flynn
 Tyler Buesgens
 Justin Reinsma*



 Administrator Signature

Date 10-8-24

 Superintendent Signature

Date _____

 School Board Signature

Date _____

FIELD TRIP REQUEST FORM

Day Field Trip
(Submit 30 days in advance)

Overnight/Extended Field Trip (Requires Board Approval)
(Submit 60 days in advance)

Day Trip Procedures:

- Check with the main office to confirm the date of the trip
- Complete this form, include an itinerary, and submit to principal for approval
- Arrange appropriate transportation
- Arrange parent/guardian chaperones, if necessary, and notify them of trip information
- Have chaperones complete a volunteer background check
- Email appropriate support staff, SPED teachers, specialists, kitchen staff

Overnight/Extended Procedures:

- Check with the main office to confirm the date of the trip
- Complete this form, include an itinerary, submit to Principal for approval, and wait for board approval
- Arrange appropriate transportation/lodging **(do not book until board approval is given)**
- Arrange parent/guardian chaperones, if necessary, and notify them of trip information
- Have chaperones complete a background check
- Email appropriate support staff, SPED teachers, specialists, kitchen staff

Name of Group: <i>SCOTT WEST WRESTLING</i>	Date of trip: <i>Feb. 26th - March 1st</i>
Destination: <i>ST. PAUL, MN</i>	Amount charged to students: <i>-</i>
Trip Supervisor: <i>Jerold Stauffer</i>	Cell phone #: <i>952-334-9387</i>
Number of Adults: <i>6</i>	Number of Students: <i>TBD</i>
Depart from School: <i>Feb 26th after school</i>	Estimated time of return: <i>12:00 AM - March 2nd</i>
Transportation Type: <i>Van/Bus</i>	Lodging: <i>TBD</i>
Transportation Cost Total: <i>-</i>	Field Trip Cost Total: <i>-</i>

• Learning Objectives / Educational Purposes: *Gain experience of all state at the recell*

• Outcomes students will gain from this trip: *Becoming a state participant & medalist*

• Educational alternatives with similar outcomes for students who do not attend:

NA

• Review / Evaluation upon returning to school:

Trip Supervisor Signature

10-2-24
Date

Approved

Denied

Administrator Signature

10-8-24
Date

ADDITIONAL INFORMATION FOR OVERNIGHT / EXTENDED FIELD TRIPS

- If associated with a class, describe plans to ensure quality instruction for members of the class not participating in the trip. Attach additional pages if necessary.

NA

- Describe plans to inform and involve parents/guardians and secure their approval. Attach copies of information and permission documents.

Communication will be via email & social media & wrestlers

- Describe steps taken to inform and assist disadvantaged students participating in the trip:

NA

- List all expected expenditures (substitute teachers, salary, stipends, food, transportation, lodging, admissions, etc.)

Subs will be needed for coaches that are teachers -

- List any paraprofessional need; type of paraprofessional and their expected role (do not list confidential student(s) names on this form)

NA

- If fund raising activities are part of financing, briefly describe fund raising plans and attach a copy of the fund raising request.

NA

- Describe how funds will be collected. - School event

- Adults accompanying students on the trip:

Name:

Status: Teacher, parent/guardian, etc.

Jerold Stauffacher Frank Kipp
 Matt Hennen Al Flynn
 Tyler Buesgens
 Justin Reinsma



 Administrator Signature

Date 10.8.24

 Superintendent Signature

Date _____

 School Board Signature

Date _____

October 14, 2024 Board Report

- Thank you for your incredible support and partnership! Below you will find the Superintendent's Monthly Board Report.

Sharing Our Story

- School Updates
 - The 2024-2025 District Calendar is available on our website. We'd encourage families to visit our website at www.jordan.k12.mn.us and note important dates!
 - The Scott County 55+ Senior Expo is coming soon!
 - It is not too late to register for the Senior Expo at Jordan High School, this Friday, October 18 from 9AM-1PM. Enjoy a continental breakfast, vendor exhibits, lunch, health screenings, prize drawings and an antique car show! Entertainment provided by the Holy Rocka Rollers! KCHK will be broadcasting live from the event, so come on down for a fun day!
 - Our Theater students have already been hard at work practicing for their Fall Plays:
 - The Jordan High School fall play will be "Up the Down Staircase"
 - This is an adaptation of the novel by Bel Kaufman.
 - Save the date for November 22, 23, and 24!
 - The Jordan Middle School fall play will be "Haphazardly Ever After"
 - Tons of magical fun awaits in this one-of-a-kind fractured fairy tale farce! A kind king and queen have trouble in their royal family. Through a series of haphazard events, the royal family just might live happily ever after, after all.
 - Save the date for November 8 and 9!
 - Feed My Starving Children
 - Thank you to Scott Equipment and Jordan Community Education for hosting the mobile packing event for Feed My Starving Children this past week and HUGE thank you to our students, staff and Jordan Community members for their time volunteering to pack meals! We are so blessed to have such a wonderful community of people wanting to give and make a difference!

- **526,824**- The number of total meals packed!!!
- **1443**- The number of kids who will eat for 1 YEAR!!!

Building Projects Update

- We have started using the new and renovated spaces at Jordan Elementary School and the new secure front entrance and office area at Jordan High School. As with any construction project, there are still fixes taking place to finalize the construction punch lists, but we're thrilled to be using these new spaces!
- Construction will continue on what I'm calling Phase 1.5 which includes the new entrance, cafeteria, office, kitchen and gymnasium addition at Jordan Elementary School. Work will continue over the next few months until the addition is completed.
- We will shift to Phase 2 when school is out in the spring and continue interior renovations of the Early Learning Services wing of Jordan Elementary School, as well as our Kindergarten and 1st grade classroom and surrounding spaces.
- We continue to remain on budget and on time with our projects. As always, we're so appreciative of the Jordan community for supporting these projects!
- How can the board and community stay connected and informed?
- Check out the Spark Page linked to our Jordan Public Schools Construction Web Page for on-going updates and photos of the work progress. (<https://www.jordan.k12.mn.us/Page/2072>)

Important Dates and Upcoming Events

- October 17 & 18 - No School: MEA Break
- October 21 - JHS Choir Concert 7:00pm
- November 1 - JHS Bands Concert 7:00pm
- November 8 - No School: Professional Development
- November 8 & 9 - JMS Fall Play
- November 14 - JMS & JHS Conferences
- November 15 - Special Board Meeting
- November 18 - JHS National Honors Society
- November 21 - JES Conferences (PM)
- November 22, 23 & 24 - JHS Fall Play

Enrollment Update

- As of September 1, 2024: 1792 students - EC through grade 12.



**High School Board Notes
October 14, 2024**

Improve Student Achievement, Learning and Career and College Readiness

- We have set a goal that each student has a teacher that connects with them. We have used some of our grade level time to review students and foster those relationships.
- The counseling department will be sharing out a number of messages with families about post secondary planning. This includes financial aid information and College is Knowledge month promotions. We will also be sending out information about Direct Admissions, a program that we are doing for the 2nd year.
- We will host Pre-ACT and PSAT testing during the month of October. Pre-ACT is for sophomores, and the PSAT is an optional test for juniors.

Provide a safe and collaborative culture in which to learn and work

- Students have responded well to being recognized for PRIDE behaviors. We are working hard to get the PBIS program to be a staple of our Tier 1 instruction.
- Teachers are working in grade levels to identify students and programs that will improve student connectedness.
- We will host speakers on Mental health the week of October 7th. This is in cooperation with the Duck Cup Memorial Fund.
- Our first ELC meetings will be coming up in the month of October. These are a great avenue to student connection and voice.

Improve Community Connection, Satisfaction, and Engagement

- Homecoming Week was just completed.
 - The dance was moved back to Saturday night. Attendance was better than the past few years. We had over 170 attendees.
 - The parade was a big hit as always. Students of all ages enjoyed it.
 - The Hall of Fame was an excellent celebration of our Jordan PRIDE. We had two worthy student-athletes celebrated for their success at JHS and beyond their time in Jordan.
 - We had a great week of student engagement with dress up days, the parade, pep fest, and powder puff football game were all excellent.
 - Our new VB game during the day was a great new experience for all.
- Our students collaborated with Feed My Starving Children to pack meals for those in need. This community event was held at the CERC.
- October is Kindness Month. We will be having different activities and events throughout the month to celebrate our students being kind to each other.
- Invitation Conferences will be held on October 24. Grade Level Teams will create a list of students who would benefit from a conference and parents.

Integrate data-informed instruction, assessment and learning as a core competency in every classroom

- Teachers will have all submitted personal professional goals and I will be reviewing all of them in October.
- We have added a committee to discuss our building climate and culture. This is a great way to check in on student connections and how we can grow as a school community.

**Jordan Middle School Board Report
October 14th, 2024**

Improve Student Achievement, Learning and Career and College Readiness

- The first month of school has gone very well. As a staff we continue to focus on effective tier one.
 - Relationships, connections and community building.
 - Established behavioral expectations for the school year.
 - Established academic expectations for the school year.
- The MTSS team meets to review student data and adjust accordingly. All students were benchmarked at the start of the year. Students showing concern were/are given support and progress is monitored to gauge the effectiveness of the support.

Integrate data-informed instruction, assessment, and learning as a core competency in every classroom

- As a building we continue to focus on practices that will support building level goals.
 - 80% of students will meet their individual growth goal in reading, as measured on FASTBridge from fall to spring.
 - 80% of students will meet their individual growth goal in math, as measured on FASTBridge from fall to spring.
 - PBIS/Grade level teams will review monthly discipline data and plan instruction to address behaviors.
 - Grade level team will communicate monthly with families in a proactive manner.
- JMS will continue to focus on effective Tier 1 instructional strategies.
 - PBIS committee continues planning and implementation of best practice approaches to address student needs.
 - WIN will be utilized for additional reading and math time instructional at the students level.
 - Weekly Advisory reading time has been implemented at least once per week.

Provide a safe and collaborative culture in which to learn and work

- The PBIS committee hosted a training session for all staff about Tier 1 behavior strategies.
- Reviewed expectations and process for addressing conflict, teasing, bullying, and harassment.
- Student support team meets weekly to address student and staff needs.

Improve community connections, satisfaction, and engagement

- The Student Council planned Homecoming activities including dress up days, the parade and volleyball game.
- Planned and communicated JMS Curriculum Night for families. Purpose of the night is to provide clear communication to families about what is being taught in classes.
 - Parent breakout sessions are also planned on the following topics:
 - "Social Media and Your Adolescent"
 - "Positive Behavior Supports at JMS"
 - "Chemical Abuse Trends in Teens"
 - "[Parent Line Live!](#)"
 - A free confidential resource for parents of teens through PATH and Katallasso Group
- Hosted Walk/Bike to School Day, Kindness in Chalk, and Unity Day.
- Hosted Duck Cup and Celina from Minding your Mind to support students' mental health.

Jordan Elementary School Principal Update October 14, 2024

We have had a wonderful first month of school-it's hard to believe we are already in the month of October! Our staff continues to collaborate in our efforts of supporting students, families and fellow colleagues. It's a pleasure to work with such an amazing group of dedicated people!

Below is an executive summary of what we have done in September and the work coming up in October to address the JPS Strategic Plan and JES Building Goals:

PRIDE in Student Achievement; PRIDE in Student and Staff Support

- Teachers have created individual professional goals in the new online PD platform, Vector, to support building level goals that are aligned to the JPS Strategic Plan
- PreK-4 Classroom Teachers, SPED teachers and administrators have started either CORE or LETRS literacy training aligned to the Science of Reading and MN READ Act
- Our staff is off to a great start with embracing our school theme of, "Even Better" by implementing newly-learned, evidence-based practices from summer book studies, revisiting instructional practices based on new knowledge from literacy trainings, as well as collaborating with team members from other grade levels through the Peer Review process.
- Students completed Reading and Math FastBridge assessments at the end of September. Students who met local MTSS criteria started working with our academic interventionists during JWIN time this past week.
- Teachers have been meeting weekly in PLCs and consulting with our MTSS Academic and Behavior team members to get support with Tier I instruction. It's been a great support system for teachers, and students are benefiting from the sharing of ideas and evidence-based practices.
- Teacher observations began this month for non-tenured teaching staff. It will be exciting to see the amazing work they are doing in the classroom.

PRIDE in a Caring and Committed Culture;

- We have our first Harambee on October 15th where we will review our focus for the year related to, "Grow your Jordan PRIDE"
- 4th grade students have started their leadership course during their Science/Social Studies/Project Lead the Way block of time. Students will be learning about leadership skills and characteristics and applying them in various ways throughout the school year.

- We celebrated Indigenous People Day at JES by watching the Fancy Shawl Dancers, which consists of students from JHS and JMS, along with reading books about indigenous cultures.
- The Special Events Committee has encouraged staff to participate in Sunshine Baskets, celebrating staff birthdays, and enjoying Friday donuts and lunch with each other.
- Our Behavior Team members have been working with staff and students in creating Collaboration Contracts for the playground, lunchroom, Tier II Busing and MPR for Pick-Up, in order for students to know the behavior expectations for these areas.
- October is Bully-Awareness and Kindness month at JES. We have many district, school and PTO-sponsored events planned for the month to acknowledge the importance of having a positive school culture and community.
- The PTO will be having their annual fundraising event in October, "Raise Kraze," to encourage students to complete service projects and acts of kindness to earn funds for our school.
- We will be offering our Every Meal program to families once again in our district. We are looking forward to offering these diverse and culturally-focused weekend meals to students and their families in our buildings.
- Students and staff had a wonderful time celebrating Homecoming Week and the start of Kindness month. Students enjoyed the Homecoming dress-up days offered throughout the week, as well as the pepfest and parade. Students spread kind words around our campus for Kindness in Chalk Day on Oct. 7th, and are looking forward to celebrating Unity Day on Oct. 16th.

PRIDE in Facilities-Indoor/Outdoor Spaces; Pride in Communications, Marketing and Outreach

- Thanks to our School Resource Officer and Benjamin Bus Company for facilitating conversations with students and staff about Walk/Bike and Bus Safety. These safety classes came in handy for our Walk and Bike to School day on Oct. 8th.
- We had an amazing turn out for our ELS/JES Playground Open House event on September 30th. It was a fantastic way to kick-off our Homecoming Week at JES!
- Many teachers continue to embed outdoor learning into their day to provide authentic learning opportunities in, and related to, the environment.

Executive Summary
Director of Teaching and Learning
October 2024

PRIMARY FOCUS = Elevate, Professional Development, Curriculum Materials, and Back-to-School

Improve Student Achievement, Learning, and Career and College Readiness

Southwest Metro Online, Elevate

- Southwest Metro Online, Elevate is Jordan's Virtual Option for the 2024-2025 school year.
 - The Jordan [website](#) houses this information for interested families to learn more about Elevate.
 - Currently, we have approximately 21 students attending Elevate for at least the first semester of the school year.

Introduction to Education

- Currently 25 students are enrolled in Introduction to Education. Introduction to Education is actually two college courses combined -- EDUC 1101: Introduction to Education (4 credits) and ENGC 1101: College Writing (4 credits).
 - All students in the course receive the EDUC 110: Introduction to Education credits; however, Normandale requires a certain GPA to qualify for the ENGC 110: College Writing credits. All students will receive high school credit for both these courses.
 - Students have already done some site visits to various educational settings, and they will start their field experience in the next couple of months.

Professional Development Google Classroom Course for Teachers

- By November 1, 2024 – the JPS Professional Development Google Classroom will be available to offer ongoing professional development opportunities to all staff. The purpose of the professional development folder is to house general Professional Development information for teacher use and to offer self-paced learning modules for license renewal and general staff development.
 - **Purpose:** The purpose of the CEU learning modules is to provide ongoing and flexible Professional Development to help teachers continually grow and meet the licensure requirements.

- **Licensure Requirements:** 125 Hours of Continuing Education is required for re-licensure (Tier 4). Some of these hours are required to come from the following topic areas:
 - Positive Behavior Interventions; Accommodation, Modification, Adaptation of Curriculum, Materials and Strategies; Mental Illness; Suicide Prevention, Reading Preparation; English Language Learning; and Cultural Competency
 - New legislation also now includes a requirement in American Indian History and Culture; however, PELSB has not clearly indicated that rule change in the online materials, yet.

Comprehensive Achievement and Civic Readiness

- Finalized this year's Comprehensive Achievement and Civic Readiness Plan (formerly World's Best Workforce – as a part of the SF3567 Omnibus Education Policy Bill, World's Best Workforce will be renamed "Comprehensive Achievement and Civic Readiness" plan).
- This updated legislation mandates that all districts must have an approved strategic plan that supports teaching and learning in five goal areas:
 - All children are ready for school.
 - All racial and economic achievement gaps between students are closed.
 - All students are ready for career and college.
 - All students graduate from high school.
 - All students are prepared to be lifelong learners.
- Districts must also report progress on past plan goals to MDE.
- The 24-25 Comprehensive Achievement and Civic Readiness plan will be reviewed at the District Advisory meeting on Monday, October 7, 2024.

Achievement and Integration

- School districts who qualify for Achievement and Integration funding must submit a progress report by December 15 each year.
 - Prior to this school year, the Achievement and Integration progress report was submitted with the district's World's Best Workforce report; however, with the new changes to legislation and now the Comprehensive Achievement and Civic Readiness plan, Achievement and Integration is submitted separately.
- Jordan qualifies for A&I funding through being an adjoining district with Shakopee Public Schools, which qualifies as a racially isolated district.
- Jordan is currently in year two of our three year plan, 2023-2026.
 - Finalized the A&I progress report, which will also be shared at District Advisory.

The Read Act

- Continuing to monitor the professional development guidelines for phase one teachers.
- Professional Development – Our PHASE ONE teachers are all currently enrolled CORE or LETRS. We are set to meet the PHASE ONE professional development requirements in Science of Reading per legislation.
 - Jordan was able to create our own CORE cohort, and the teachers registered for LETRS joined the MN General Cohort.

Integrate Data-Informed Instruction, Assessment, and Learning as a Core Competency in Every Classroom

FASTBridge Learning

- Fall FAST testing (aReading / early Reading and aMath/ earlyMath) took place in early September. Teachers are using these results to monitor progress, implement interventions, and offer enrichment to support all students.
- These results will also be shared with families during student conferences and student support discussions.

State Wide Testing

- For Minnesota students identified as English learners (ELs), an additional snapshot is needed to determine each student's progress toward English language proficiency. These students take the ACCESS for ELs assessment every year.
 - The ACCESS monitors a student's progress with English language skills in listening, reading, writing, and speaking. Students take the ACCESS and Alternate ACCESS every year until they meet the state's language proficiency requirements and can be excluded from English language instruction. Without scores from these assessments, students will continue to receive English language services.
- Screening for the ACCESS test has already started for designated students in grades K-12.

Provide a Safe and Collaborative Culture in which to Learn and Work

Equity Leadership Team

- The Equity Leadership Team meets once a month to focus on goals related to Achievement and Integration.
- The first meeting was on Monday, September 16, 2024, to set programming for the year.

District Staff Development

- The first 2024-2025 District Staff Development took place on Monday, September 2. The focus of this group is to be a voice for building committees at the district level.
 - The agenda for the first meeting focused on building professional development budgets, processes, CEUs through Vector Solutions, and general professional development planning for the school year.

Improve Community Connection, Satisfaction, and Engagement

District Advisory Committee --

- Information Available on the Website - [HERE](#)
- There has been some new interest in joining the council this year; however, feel free to share my information with anyone interested in joining the committee.
- **The first meeting invite went out mid September**
- All meetings will take place in the Middle School Quotation Lab (enter through the CERC) from 5:00-6:00pm –

- October 7, 2024
- November 18, 202
- December 16, 2024
- February 3, 2025
- March 3, 2025
- April 7, 2025

Activities Director's Board Report 10/14/24

- **Homecoming**
 - We had an awesome week of Homecoming the week of 9/30. The week featured annual traditions of school spirit days, the Homecoming Parade, and Friday night's football game. We also played a volleyball game in front of students in grades 7-12 on Friday afternoon, and held a semi-formal dance on Saturday night. The entire week was a great celebration of school spirit.
- **2024 Hall of Fame Induction Class**
 - Also as part of our Homecoming festivities, we inducted Josie Henry and Brittany Chambers into our Jordan Activities Hall of Fame. The ceremony featured speeches from Bryan Martin and Drew Sinke as well as from our inductees. Each of them was honored with a plaque to recognize their induction.
- **Cross Country Invitational**
 - Our cross country teams hosted their lone home event of the year on October 8th at JHS. As always, Coach Nylander did a great job with this event. We received MANY compliments from opposing teams and fans!
- **Debate Team Pause**
 - Unfortunately, student registration did not support fielding a Debate team this fall to follow up the team's inaugural season last year. Rachel Rydberg was to be the team's coach, and she and I will be working together to re-stimulate student interest in Debate for next year, as we want to see this program continue to be an opportunity for students.
- **Fall Sports Postseason Update**
 - At the time of this report, our girls soccer team was eliminated in their section tournament while the boys were traveling to Mankato East to play in the section semifinals. Volleyball will begin their postseason play on October 21, with football beginning on October 22. Both of those dates will likely be home games. Girls tennis lost 4-3 to New Prague in the opening round of their section tournament, while several individuals competed in that portion of section play on Friday, October 11. The Cross Country team will run in the WCC conference meet on Tuesday, October 15 and their section meet on Thursday, October 24.



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CULLEN BAHN
Community Education and Recreation Director
cbahn@isd717.org

Director's Message:

Feed My Starving Children

- Jordan Community Education and Recreation is excited to partner with Scott Equipment for their annual Feed My Starving Children meal-packing event in Jordan, MN. This year our goal is to hand-pack 750,000 nutritious meals specifically designed to assist in reversing and preventing undernutrition.
- If you are interested in bringing your family, or a group to pack meals, please sign up using the link provided.
- Date: October 9, 2024 - October 12, 2024
- Location: CERC - 500 Sunset Dr, Jordan, MN 55352
- Click here to sign up >> **Volunteer Link**

Scott County Senior Expo:

- Jordan will be the host site to the Scott County Senior expo on October 18th held at Jordan High School. If you are around that day, please stop up to check it out!

Jordan Clothing Drive:

- On October 26th we will have our Fall clothing designed to help meet the needs of our community. Please feel free to drop off any used clothing to the CERC before October 24th.

OUR MISSION

Inspire a caring community to ignite learning, innovation, and success for all!

Jordan Youth Cross County :

- Our numbers for Youth Cross Country are the strongest we have seen in recent years with over 50 participants! Huge thanks to the coaches and Andi Nold for helping to grow this program. Mark your calendars for October 8th as we host our large meet behind Jordan Elementary School.



Jordan Youth Cheer :

- If you were at any of the football games lately, you most likely saw this awesome group cheering with our Varsity Cheerleaders. Thank you to Head Cheer Coach Chania Ruehling for her dedication and hard work with these young cheerleaders.



Jordan Jaguar Tennis :

- The Jordan High School tennis team and Jordan Community Education and Recreation hosted the first Junior Jaguar event for tennis this week! During this free event, students in Grades K-5 were able to join the tennis athletes and coaching staff to learn about the game of tennis and participate in drills! Thank you to all of our tennis athletes and coaches for helping to make this event possible for future tennis players!



Kids Company:

- We have recently hired a few new high schoolers to help with our Kids Co staffing numbers. Kids Co will be open over MEA and they have secured two field trips, Pump It Up and Chucky Cheese. It is often a hard time of year to find locations that are taking field trips.

Preschool and ECFE:

- Our 4/5s will be taking their first field trip the week after MEA. Four of the classes will travel to Northfield to Windy Willow Farms and one class will be going to Ferguson's Apple Orchard.
- ECFE: There will not be classes the week of MEA. There is a fun Halloween event, Spiders and Pumpkins and Bats Oh My! taking place on October 24 for any family with students ages 0-5 that is always a big hit. Something new is happening this year: Ms. Katie is reaching out to area daycares if they are interested in having her lead a circle time. We hope this offers support to our community caregivers and also is a bridge between the district and home.

Communications and Marketing Monthly Summary

Projects Completed / Highlights:

- Communications for building projects updates:
 - Created video update for the ongoing construction in the JES building Office/Cafeteria/Kitchen/Loading Dock/Gymnasium addition.
- Created :30 CERC Fitness Center Video for Hudl TV promotion.
- Attended the Kindergarten/Senior Jordan Pride Event at Ames Field and created a video for social media.
- Assisted the Activities Department with the creation of Hall of Fame advertising materials and event night program.
- Completed regular back to school training with staff members for Canva and Infinite Campus.
- Assisted with presentation and tours for the Commercial Club meeting at Jordan Elementary School.

Events Attended for Photography Needs:

- First day of school photos
- Run of the Mill
- Classroom photos / Various school day events
- JES and ELS Playground photos
- RTI Team photo
- Junior Jaguar Tennis Day
- JES and ELS Playground Open House

Projects / Events In-Progress:

- Working with Community Ed/Rec to create the Winter 2025 brochure.
- Creating a full length CERC Fitness Center video.
- Planning for a general district enrollment video.

- Assisting with building project meetings with the ISG design team.
- Planning for additional general enrollment advertising.
- Planning additional advertising and communications for ECFE and Preschool enrollment for the 2025-2026 school year.
- Planning for ongoing signage needs across the District.

Ongoing (Daily/Weekly Activities):

- Meeting with district leadership to determine upcoming communication needs.
- Craft district messaging.
- Creating communications plans for activities and potential crisis communications scenarios, as needs arise.
- Draft talking points for Superintendent KCHK radio interviews on a monthly basis.
- Manage content for District [Facebook](#), [Twitter](#), [Instagram](#), and [YouTube](#).
- Continual maintenance of District [website](#) and Smartphone App.
- Maintain updated postings for lighted marquee sign.
- Updating school board policies, following policy committee work, on an as needed basis.
- Planning new school store inventory and designs on an as needed basis.

Nutritional Services Director's Report

10/9/24

September Highlights

- What a great start to the school year! Participation is up at all three schools for lunch! This year's change of serving our most popular meals on Tuesday/Thursdays along with our weekly PRIDE Pack Salad, then serving our less popular meals with pizza as an alternate on Monday/Wednesday/Friday has been a huge success! All three schools now offer two serving lines, specific to the entree which has also sped up our serving process!
- We have also had great feedback on our new menu platform. Families, students and staff have shared that seeing the nutritional information has been beneficial for multiple reasons.
- We started our school year down one staff member at JES. We were able to fill that position at the end of September and are excited to announce that Melisa Stoltz will be starting with us on Monday 10/14. Melisa has a background in restaurant management and also a Culinary Arts degree. She also has many years of experience as a Para at JES. We are so excited to have her!
- Commercial Club catering- on Thursday 9/26, we had the opportunity to cater a "Throwback School Lunch" dinner for the Jordan Commercial Club. Dinner included Hamburger Gravy & Mashed Potatoes, Retro (Square) Pizza, Fruits, Veggies, Brownies and of course our Bulk Milk!

Upcoming projects

- Catering 10/13, Boys Soccer Banquet, Catering 10/18, Senior Expo
- Refresh on the JES serving line - moving tray slides down to be all one, appropriate height
- Preparing for vendor bids for the 25-26 SY. Our current contracts with bread, milk and our primary vendor will all expire at the end of SY 24-25.



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KELLY RASER
Nutritional Services Director
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OUR MISSION

Inspire a caring community to ignite learning, innovation, and success for all!

Board Meeting 10.14.24

Jordan School District #0717 Special Services Department Update:

Improve Student Achievement, Learning and Career and College Readiness:

- The Jordan School District is working on the annual Indian Education Plan and budget to provide weekly support to our American Indian students with Sarah Miller. The district will also provide cultural activities through contracted service for drumming, beading, annual summer horse camp, etc.
- The Jordan School District submitted our Alternative Delivery of Specialized Instructional Services or ADSIS data and survey into MDE. This meets the requirements for receiving ADSIS funding to support our math, reading and behavior supports in all three buildings.
- Our after school Targeted Services program will be starting up this fall. Kevin Sayers is working on finalizing the dates and time. Postings for teachers who want to work Targeted Services will be posted this month.

Improve Community Connection, Satisfaction, and Engagement

- On Thursday, September 26th, I participated in the Scott County Schools Wellbeing Collaborative. There we learned about the Change to Chill grant opportunities that our School Social Workers will be applying for along with mental health resources and the SHIP grant.
- On Wednesday, September 18th, our American Indian Parent Advisory Council had an AIPAC information night. We had over 30 people attend. The council shared with our families what AIPAC does and how parents can get involved. The council will be holding scheduled council meeting every other month and informal meetings the other months the council does not formally meet.
- In the next month, I will plan on setting up our Special Education Parent Advisory Council meeting. Parents are sharing agenda items with me to prepare for our meeting.

Provide a safe and collaborative culture in which to learn and work

- I have been holding my monthly special education department meetings, OT/PT, nurse, social worker/mental health, and EL meetings. We are continuing to discuss the preparation for next school year, programming/services, curricular resources, and current workloads.
- On September 13th, we had our first Southwest Metro Director's Meeting. Member districts attended the meeting to discuss current programming at SW Metro, services provided through SW Metro, and current needs for the growth at SW Metro.
- On October 20th - 22nd, I will be attending the MASE Fall Leadership Conference. I will attend all-day trainings and meet with various vendors to better gain knowledge and support for our special education staff and students.

Be Fiscally Responsible and Maintain Quality Facilities

- Amy and I are continuing to meet to finalize our current special education budget for the 24-25 school year. The district will soon be audited. When the audit is complete we will have a better understanding of our final budget for the 24-25 school year.
- Claire and I have been working on and finalizing our disability distributions for the school year and have submitted them into Katie and Amy. This will help us with our PAR Log sheets that show staff who are partially paid out of different funding sources (sped and gen ed).
- Claire and I met with Benjamin Bus Co. to review current students needing transportation to various programs and sites from Jordan.



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DAN LEHMAN
Facilities Director
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FACILITIES UPDATE

Director's message to the board:

Hello all, it's hard to believe that a month of school has passed by, some fall sports are wrapping up and we are talking about snow removal plans. SM Hentges will again be our parking lot snow removal company, they will work closely with our grounds staff and myself. This year we will be able to use salt on the HS sidewalks, but not on the new JES sidewalks. We still have a bunch of sand leftover from last season. Both of our new building leads have adjusted to the school schedule and are off to a great start. Earlier this month I attended the MASMS Conference up in St. Cloud, where I took 6 breakout learning sessions and networked with other facility directors from across Minnesota. I also met different vendors from all trades and will be meeting with a few of them in the coming weeks. One of the biggest takeaways from the conference was ways to improve our planned maintenance plans, which I will be working on throughout October. I also started a monthly building and grounds lead meeting, where we will discuss topics of focus for the month, so we can all be on the same page. I feel this will help build the team as we have two new leads within our district. I will also be looking at doing some training sessions with them during these meetings.

October Focus:

- Gather information off of all our assets, upload to Asset Essentials (our work order system) and create Planned Maintenance work orders, (weekly, monthly, bi-annually, and annually).
- Continue to support construction needs.
- Water softener system replacement at JHS
- Replace burnt out parking lot lights (athletic lot under warranty)
- Sprinkler blow outs, and winterizing fields/stadium

2024 Board Committee & Liaison Assignments

Standing Committee Assignments

Committee Name	School Board Member
Budget/Finance	Deb Pauly, Lauren Pedersen, Sara Lehnen, Molly Monyok, Rob Langheim, Jenny Kusske, Corinne Hennen
Calendar	Jenny Kusske
City/School	Deb Pauly, Lauren Pedersen, Sara Lehnen
Community Education/Recreation	Lauren Pedersen, Corinne Hennen
Curriculum & Technology Integration Committee	Deb Pauly, Jenny Kusske (Student Board representative)
Facilities	Deb Pauly, Molly Monyok
Meet and Confer/Continuing Education/Staff Development/Personnel	Deb Pauly, Sara Lehnen
Negotiations	Deb Pauly, Lauren Pedersen (Alternate - Sara Lehnen)
Policy	Deb Pauly, Sara Lehnen, Corinne Hennen

Liaison/Points of Contact and Ad-Hoc Assignments

Committee Name	School Board Member
American Indian Parent Advisory Council (AIPAC)	Rob Langheim, Deb Pauly
Booster Club	Sara Lehnen, Rob Langheim (alternate - Lauren Pedersen)
Education Foundation	Molly Monyok, Rob Langheim
Legislative	Deb Pauly
MSHSL	Deb Pauly
SCALE	Lauren Pedersen
Special Education Advisory Council (SEAC)	Molly Monyok
SW Metro Intermediate District	Deb Pauly (alternate - Rob Langheim)

The Jordan Board of Education is comprised of seven elected members who govern the Jordan School District #717. The board hires the superintendent, sets policy, collaboratively sets the strategic plan for the district, approves staff hirings, resignations, terminations and leaves of absence, sets the annual local school levy, approves expenditures, oversees the district's budget and district facilities and equipment. **Learn more about each member by clicking on their Board Member Profile page.**

School Board Meetings are the 2nd and 4th Monday of each month unless posted differently. The meeting on the second Monday is a regular business meeting. The fourth Monday meeting is a workshop meeting.