

Business Committee - Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, January 23, 2018

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

6:30 PM

1. **Financial Report**
 - A. Financial Report 4
 - B. Approval of Payment of Claims - Attached as an "extra"
 - C. Budget Revisions 28
 - D. Wire Transfers 30
 - E. Investment Transactions 31
 - F. APU Projections 32
 - G. Fundraisers 33
2. **Bids, R.F.P.s and Quotes Reports**
 - A. Bids - None
 - B. RFPs - None
 - C. Quotes - None
3. **Policies and Regulations**
 - A. 203.2 - Order of the Regular School Board Meeting 34
Per School Board request; update the policies in Section 200, which are bylaws, to include the word "Bylaw" in the title.

Recommendation: It is recommended that the Duluth School Board approve Policy 203.2 - first reading.
 - B. 203.5 - School Board Meeting Agenda 36
Per School Board request; update the policies in Section 200, which are bylaws, to include the word "Bylaw" in the title.

Recommendation: It is recommended that the Duluth School Board approve Policy 203.5 - first reading.
 - C. 208 - Development, Adoption, and Implementation of Policies 38
Per School Board request; update the policies in Section 200, which are bylaws, to include the word "Bylaw" in the title.

Recommendation: It is recommended that the Duluth School Board approve Policy 208 - first reading.

D. 209 - Code of Ethics 41
 Per School Board request; update the policies in Section 200, which are bylaws, to include the word "Bylaw" in the title.

Recommendation: It is recommended that the Duluth School Board approve Policy 209 - first reading.

E. 212 - School Board Member Development and Travel/ Expense Reimbursement 45
 Per School Board request; update the policies in Section 200, which are bylaws, to include the word "Bylaw" in the title.

Recommendation: It is recommended that the Duluth School Board approve Policy 212 - first reading.

F. 213 - School Board Committees 46
 Per School Board request; update the policies in Section 200, which are bylaws, to include the word "Bylaw" in the title.

Recommendation: It is recommended that the Duluth School Board approve Policy 213 - first reading.

G. 214 - Out-of-State Travel by School Board Members 52
 Per School Board request; update the policies in Section 200, which are bylaws, to include the word "Bylaw" in the title.

Recommendation: It is recommended that the Duluth School Board approve Policy 214 - first reading.

H. 250 - School Board Member Compensation 54
 Per School Board request; update the policies in Section 200, which are bylaws, to include the word "Bylaw" in the title.

Recommendation: It is recommended that the Duluth School Board approve Policy 250 - first reading.

4. Contracts, Change Orders, and Leases

A. Contracts

1) The Morris Leatherman Company 55
 This contract will allow Morris Leatherman to design and conduct a survey of Duluth School District residents to assess their attitudes and opinions on several topics and the upcoming 2018 referendum.

Recommendation: It is recommended that the Duluth School Board approve this contract with The Morris Leatherman Company. The School Board also authorizes the Superintendent or CFO/Executive Director of Business Services to sign this contract.

B. Change Orders

1) Change Order #1 for Kraus-Anderson Construction Company / NJPA - Gordian exIQC Contract for Rockridge School 60

This change order, in the amount of \$77,745.77, is a general construction change order.

Recommendation: It is recommended that the School Board approve Change Order #1 - Krause Anderson Construction Company / NJPA - Gordian ezIQC, in the amount of \$77,457.77, for a new construction contract amount of \$2,548,512.45.

2) **PLACEHOLDER - Other Change Orders**

C. Leases

1) **PLACEHOLDER - The Hills (formerly Woodland Hills) Lease**

5. **Resolutions**

A. B-1-18-3519 - Acceptance of Donations 86

Recommendation: It is recommended that the Duluth School Board approve Resolution B-1-18-3519.

B. B-1-18-3520 - Distribution of Compensatory Education Funds 88

Recommendation: It is recommended that the Duluth School Board approve Resolution B-1-18-3520.

C. B-1-18-3521 - Legislative Platform 89

Recommendation: It is recommended that the Duluth School Board approve Resolution B-1-18-3521.

D. **PLACEHOLDER - Sale of Property**

6. **Informational - These items are provided for informational purposes only and no action is required.**

A. Expenditure Contracts 92

Superintendent Gronseth or the CFO/Executive Director of Business has signed the following contracts during the month of December 2017.

B. Revenue Contracts - None

C. No Cost or Other Contracts 128

Superintendent Gronseth or the CFO/Executive Director of Business has signed the following contracts during the month of December 2017.

D. Change Orders Signed - None

E. Facilities Management & Capital Project Status Report 150

F. Contractual Authorization Limits Survey Information 152

G. Compensatory Education Revenue Update 154

7. **Future Items**

A. Policy Updates

STATEMENT OF REVENUES AND EXPENDITURES
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2018	FY2017	\$ Variance	% Variance	FY2018	FY2017	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$32,268	\$32,268
Interest	15	5	10	198.1	240	(477)	717	150.3	1,064	1,064
Tuition, Fees, Admissions	(1,014)	533	(1,547)	(290.2)	1,333	1,315	18	1.3	4,460	4,460
Other Local Revenues	193	172	21	11.9	846	813	33	4.1	1,672	1,737
State Sources	2,346	1,980	366	18.5	29,440	29,204	236	0.8	86,204	86,493
Federal Aids from MDE	510	636	(126)	(19.8)	2,483	3,976	(1,493)	(37.5)	8,120	8,148
Federal Direct Aids	215	-	215	N/A	429	1,407	(978)	(69.5)	2,954	2,954
Local Sales	261	300	(39)	N/A	456	483	(27)	N/A	2,001	2,001
Sale of Bonds or Loans	4,265	-	4,265	N/A	4,265	94,127	(89,862)	(95.5)	4,200	4,200
Total Revenues	6,791	3,626	3,165	87.3	39,492	130,848	(91,356)	(69.8)	142,942	143,326
<u>Expenditures</u>										
Salaries	5,071	5,147	76	1.5	16,390	16,882	492	2.9	61,501	61,635
Benefits	2,303	2,253	(50)	(2.2)	8,314	8,144	(170)	(2.1)	28,696	28,760
Purchased Services	1,291	1,158	(133)	(11.5)	4,130	3,734	(396)	(10.6)	15,191	13,968
Supplies & Materials	432	559	127	22.7	2,163	1,708	(455)	(26.6)	6,070	6,409
Chargebacks	-	-	0	N/A	-	-	0	N/A	179	214
Capital Expenditures	393	735	342	46.6	2,499	4,927	2,428	49.3	8,610	9,823
Debt Service	56	0	(56)	(103,344.4)	6,816	5,577	(1,239)	(22.2)	30,809	30,809
Other	28	30	2	6.8	111	109	(2)	(2.1)	897	833
Total Expenditures	9,574	9,882	308	3.1	40,423	41,081	658	1.6	151,953	152,451
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
Operating Excess (Deficit)	(2,783)	(\$6,256)	3,473	55.5	(931)	\$89,767	(90,698)	(101.0)	(\$9,011)	(\$9,125)

DULUTH PUBLIC SCHOOLS - ISD 709
November 17
General Fund **TOTAL**

STATEMENT OF REVENUES AND EXPENDITURES
(IN THOUSANDS)

PAGE 3

	CURRENT MONTH				YEAR - TO - DATE				ANNUAL BUDGET	
	FY2018	FY2017	\$ Variance	% Variance	FY2018	FY2017	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$9,906	\$9,906
Interest	14	5	9	170.9	60	41	19	47.1	50	50
Tuition, Fees, Admissions	(1,264)	331	(1,595)	(481.9)	435	500	(65)	(13.0)	2,294	2,294
Other Local Revenues	75	50	25	50.8	328	240	88	36.6	235	300
State Sources	1,637	1,402	235	16.8	25,073	25,333	(260)	(1.0)	74,260	74,549
Federal Aids from MDE	315	402	(87)	(21.7)	1,409	3,283	(1,874)	(57.1)	5,732	5,761
Federal Direct Aids	0	0	0	N/A	5	68	(63)	(92.6)	135	135
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
Total Revenues	777	2,190	(1,413)	(64.5)	27,310	29,465	(2,155)	(7.3)	92,611	92,996
<u>Expenditures</u>										
Salaries	4,479	4,576	97	2.1	14,370	14,884	514	3.5	54,570	54,705
Benefits	1,948	1,930	(18)	(1.0)	7,044	6,940	(104)	(1.5)	24,327	24,391
Purchased Services	520	506	(14)	(2.7)	2,132	2,180	48	2.2	7,281	7,455
Supplies & Materials	94	152	58	38.2	834	806	(28)	(3.5)	2,158	2,265
Chargebacks	(3)	(1)	2	163.0	(3)	(3)	(0)	(12.3)	(296)	(262)
Capital Expenditures	9	9	0	4.3	20	198	178	90.0	345	376
Debt Service	12	0	(12)	N/A	12	0	(12)	N/A	0	0
Other	6	9	3	37.8	75	72	(3)	(3.9)	674	620
Total Expenditures	7,065	7,181	116	1.6	24,484	25,077	593	2.4	89,058	89,550
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	(3,371)	(3,371)
Operating Excess (Deficit)	(\$6,288)	(\$4,991)	(1,297)	(26.0)	\$2,826	\$4,388	(\$1,562)	(35.6)	\$182	\$75

STATEMENT OF REVENUES AND EXPENDITURES
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2018	FY2017	\$ Variance	% Variance	FY2018	FY2017	\$ Variance	% Variance	Adopted	Revised
Revenues										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$9,402	\$9,402
Interest	14	5	9	170.9	60	41	19	47.1	50	50
Tuition, Fees, Admissions	(1,301)	317	(1,618)	(510.4)	286	420	(134)	(31.8)	1,787	1,787
Other Local Revenues	72	(1)	73	7,253.6	279	171	108	63.1	235	248
State Sources	1,626	1,350	276	20.4	24,761	24,883	(122)	(0.5)	64,386	64,515
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
Total Revenues	410	1,671	(1,261)	(75.5)	25,386	25,515	(129)	(0.5)	75,859	76,002
Expenditures										
Salaries	3,795	3,852	57	1.5	12,026	12,425	399	3.2	44,932	45,002
Benefits	1,646	1,619	(27)	(1.7)	5,955	5,814	(141)	(2.4)	19,320	19,341
Purchased Services	473	452	(21)	(4.6)	1,963	1,949	(14)	(0.7)	6,560	6,577
Supplies & Materials	75	98	23	23.4	666	614	(52)	(8.5)	1,476	1,677
Chargebacks	(23)	(4)	19	482.8	(23)	(10)	13	128.2	(299)	(298)
Capital Expenditures	4	3	(1)	(38.4)	14	182	168	92.1	265	127
Debt Service	12	0	(12)	N/A	12	0	(12)	N/A	0	-
Other	1	2	1	59.8	44	47	3	7.0	52	30
Total Expenditures	5,983	6,022	39	0.6	20,657	21,021	364	1.7	72,306	72,456
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	(3,371)	(3,371)
Operating Excess (Deficit)	(\$5,574)	(\$4,351)	(1,223)	(28.1)	\$4,729	\$4,494	\$235	5.2	\$182	\$176

STATEMENT OF REVENUES AND EXPENDITURES
 (IN THOUSANDS)

	CURRENT MONTH				YEAR - TO - DATE				ANNUAL BUDGET	
	FY2018	FY2017	\$ Variance	% Variance	FY2018	FY2017	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$504	\$504
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	37	14	23	163.7	149	80	69	85.7	507	507
Other Local Revenues	4	51	(47)	(92.4)	49	69	(20)	(28.8)	0	52
State Sources	12	52	(40)	(77.7)	312	450	(138)	(30.6)	9,874	10,035
Federal Aids from MDE	315	402	(87)	(21.7)	1,409	3,283	(1,874)	(57.1)	5,732	5,761
Federal Direct Aids	0	0	0	N/A	5	68	(63)	(92.6)	135	135
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
Total Revenues	367	519	(152)	(29.3)	1,924	3,950	(2,026)	(51.3)	16,752	16,994
<u>Expenditures</u>										
Salaries	684	724	40	5.5	2,344	2,459	115	4.7	9,637	9,703
Benefits	302	311	9	2.9	1,089	1,126	37	3.3	5,007	5,050
Purchased Services	47	54	7	13.2	170	231	61	26.6	721	879
Supplies & Materials	19	54	35	65.1	168	192	24	12.5	682	588
Chargebacks	21	3	(18)	(589.3)	20	7	(13)	(188.4)	3	36
Capital Expenditures	4	6	2	25.7	6	16	10	65.6	80	249
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	5	7	2	31.5	31	25	(6)	(24.3)	621	589
Total Expenditures	1,081	1,159	78	6.7	3,827	4,056	229	5.6	16,752	17,095
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
Operating Excess (Deficit)	(\$714)	(640)	(74)	(11.6)	(\$1,903)	(\$106)	(\$1,797)	(1,695.5)	\$0	(\$101)

STATEMENT OF REVENUES AND EXPENDITURES
 (IN THOUSANDS)

	CURRENT MONTH				YEAR - TO - DATE				ANNUAL BUDGET	
	FY2018	FY2017	\$ Variance	% Variance	FY2018	FY2017	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$0	\$0
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	1	0	1	137.9	4	2	2	84.7	6	6
State Sources	28	24	4	14.9	51	45	6	13.9	190	190
Federal Aids from MDE	196	232	(36)	(15.7)	619	610	9	1.5	2,371	2,371
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	142	132	10	7.7	337	314	23	7.3	1,204	1,204
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
Total Revenues	366	388	(22)	(5.7)	1,011	971	40	4.1	3,771	3,771
<u>Expenditures</u>										
Salaries	108	109	1	0.5	349	344	(5)	(1.4)	1,205	1,205
Benefits	51	43	(8)	(18.1)	156	137	(19)	(13.9)	544	544
Purchased Services	7	6	(1)	(15.4)	26	35	9	24.6	86	86
Supplies & Materials	187	209	22	10.4	502	521	19	3.6	2,125	2,125
Chargebacks	1	0	(1)	N/A	1	1	0	26.6	168	168
Capital Expenditures	0	(1)	(1)	(100.0)	6	20	14	69.5	14	21
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	12	13	1	7.1	13	10	(3)	(27.3)	15	15
Total Expenditures	366	379	13	3.4	1,053	1,068	15	1.4	4,156	4,163
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
Operating Excess (Deficit)	\$0	\$9	(\$9)	(97.1)	(\$42)	(\$97)	\$55	56.6	(\$385)	(\$392)

STATEMENT OF REVENUES AND EXPENDITURES
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2018	FY2017	\$ Variance	% Variance	FY2018	FY2017	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$0	\$0
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	0	0	0	N/A	0	85	(85)	(99.8)	5	5
State Sources	95	85	10	12.2	1,403	1,368	35	2.6	6,018	6,018
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
Total Revenues	95	85	10	12.2	1,403	1,453	(50)	(3.4)	6,023	6,023
<u>Expenditures</u>										
Salaries	113	107	(6)	(5.2)	363	371	8	2.3	1,241	1,241
Benefits	81	77	(4)	(4.9)	244	242	(2)	(1.0)	900	900
Purchased Services	510	433	(77)	(17.7)	1,235	1,008	(227)	(22.5)	3,744	3,744
Supplies & Materials	24	26	2	6.1	101	89	(12)	(13.1)	348	348
Chargebacks	1	0	(1)	N/A	1	0	(1)	N/A	1	1
Capital Expenditures	0	0	0	N/A	240	279	39	13.8	231	231
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	0	0	0	N/A	0	0	(0)	N/A	1	1
Total Expenditures	728	643	(85)	(13.2)	2,183	1,989	(194)	(9.8)	6,466	6,466
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
Operating Excess (Deficit)	(\$633)	(\$558)	(\$75)	(13.4)	(\$780)	(\$536)	(\$244)	(45.5)	(\$443)	(\$443)

STATEMENT OF REVENUES AND EXPENDITURES
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2018	FY2017	\$ Variance	% Variance	FY2018	FY2017	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$954	\$954
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	151	126	25	20.1	799	739	60	8.1	1,624	1,624
Other Local Revenues	5	15	(10)	(69.9)	41	37	4	10.2	146	146
State Sources	342	442	(100)	(22.6)	1,203	1,480	(277)	(18.7)	2,414	2,414
Federal Aids from MDE	0	2	(2)	(100.0)	13	83	(70)	(84.6)	17	16
Federal Direct Aids	215	0	215	N/A	424	873	(449)	(51.4)	1,934	1,934
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
Total Revenues	713	585	128	21.9	2,479	3,212	(733)	(22.8)	7,089	7,088
<u>Expenditures</u>										
Salaries	316	296	(20)	(6.6)	1,042	997	(45)	(4.6)	3,740	3,738
Benefits	149	131	(18)	(14.1)	526	477	(49)	(10.2)	1,645	1,646
Purchased Services	104	101	(3)	(3.0)	411	299	(112)	(37.4)	1,171	1,169
Supplies & Materials	43	26	(17)	(64.4)	138	101	(37)	(36.7)	291	303
Chargebacks	1	1	(0)	(29.7)	1	2	1	35.2	307	307
Capital Expenditures	0	0	0	N/A	11	13	2	14.8	5	5
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	2	1	(1)	(58.8)	13	16	3	16.2	172	162
Total Expenditures	615	556	(59)	(10.5)	2,143	1,905	(238)	(12.5)	7,331	7,330
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A		
Operating Excess (Deficit)	\$98	\$29	\$69	238.9	\$336	\$1,307	(\$971)	(74.3)	(\$242)	(\$242)

STATEMENT OF REVENUES AND EXPENDITURES
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2018	FY2017	\$ Variance	% Variance	FY2018	FY2017	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$2,849	\$2,849
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	1	1	0	49.8	23	7	16	223.8	17	17
State Sources	30	27	3	10.9	435	424	11	2.7	1,079	1,079
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	0	0	N/A	0	1	(1)	(100.0)	0	0
Sale of Bonds or Loans	615	0	0	N/A	615	0	0	N/A	600	600
Total Revenues	647	28	3	12.3	1,074	432	26	6.0	4,545	4,545
<u>Expenditures</u>										
Salaries	55	58	3	4.4	266	283	17	6.0	745	745
Benefits	23	26	3	10.9	135	133	(2)	(1.3)	310	310
Purchased Services	78	22	(56)	(256.4)	235	103	(132)	(128.1)	1,832	436
Supplies & Materials	11	9	(2)	(24.4)	515	54	(461)	(853.3)	441	663
Chargebacks	0	0	0	N/A	0	0	0	N/A	0	0
Capital Expenditures	384	312	(72)	(23.1)	2,222	2,346	124	5.3	4,580	5,755
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	0	0	0	N/A	2	4	2	56.9	8	8
Total Expenditures	552	427	(125)	(29.3)	3,374	2,923	(451)	(15.4)	7,916	7,916
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	3,371	3,371
Operating Excess (Deficit)	\$95	(\$399)	\$494	123.7	(\$2,300)	(\$2,491)	\$191	7.7	\$0	(\$0)

STATEMENT OF REVENUES AND EXPENDITURES
 (IN THOUSANDS)

	CURRENT MONTH				YEAR - TO - DATE				ANNUAL BUDGET	
	FY2018	FY2017	\$ Variance	% Variance	FY2018	FY2017	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$0	\$0
Interest	0	0	0	N/A	0	1	(1)	(99.8)	0	0
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	0	0	0	N/A	0	0	0	N/A	0	0
State Sources	0	0	0	N/A	0	15	(15)	(100.0)	0	0
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	3,642	0	3,642	N/A	3,642	0	0	N/A	3,600	3,600
Total Revenues	3,642	0	3,642	N/A	3,642	16	(16)	(100.0)	3,600	3,600
<u>Expenditures</u>										
Salaries	0	1	1	100.0	0	3	3	100.0	0	0
Benefits	0	0	0	N/A	0	2	2	100.0	0	0
Purchased Services	0	0	0	N/A	0	0	0	N/A	165	165
Supplies & Materials	0	0	0	N/A	0	0	0	N/A	0	0
Chargebacks	0	0	0	N/A	0	0	0	N/A	0	0
Capital Expenditures	0	415	415	100.0	0	2,071	2,071	100.0	3,435	3,435
Debt Service	38	0	(38)	(71,001.9)	38	0	(38)	(71,001.9)	0	0
Other	0	0	0	N/A	0	0	0	N/A	0	0
Total Expenditures	38	416	378	90.8	38	2,076	2,038	98.2	3,600	3,600
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
Operating Excess (Deficit)	\$3,604	(\$416)	\$4,020	966.2	\$3,604	(\$2,060)	\$5,664	274.9	\$0	(\$0)

STATEMENT OF REVENUES AND EXPENDITURES
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2018	FY2017	\$ Variance	% Variance	FY2018	FY2017	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$18,559	\$18,559
Interest	0	0	0	N/A	174	(521)	695	133.5	1,000	1,000
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	0	0	0	N/A	0	0	0	N/A	0	0
State Sources	213	0	213	N/A	1,274	539	735	136.4	2,242	2,242
Federal Aids from MDE	0	0	0	N/A	442	0	442	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	466	(466)	(100.0)	885	885
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	7	0	7	N/A	7	94,127	(94,120)	(100.0)	0	0
Total Revenues	221	0	221	N/A	1,898	94,611	(92,713)	(98.0)	22,687	22,687
<u>Expenditures</u>										
Salaries	0	0	0	N/A	0	0	0	N/A	0	0
Benefits	0	0	0	N/A	0	0	0	N/A	0	0
Purchased Services	0	0	0	N/A	0	0	0	N/A	0	0
Supplies & Materials	0	0	0	N/A	0	0	0	N/A	0	0
Chargebacks	0	0	0	N/A	0	0	0	N/A	0	0
Capital Expenditures	0	0	0	N/A	0	0	0	N/A	0	0
Debt Service	5	0	(5)	N/A	6,765	5,577	(1,188)	(21.3)	30,809	30,809
Other	0	0	0	N/A	0	0	0	N/A	0	0
Total Expenditures	5	0	(5)	N/A	6,765	5,577	(1,188)	(21.3)	30,809	30,809
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
Operating Excess (Deficit)	\$215	\$0	\$215	N/A	(\$4,867)	\$89,034	(\$93,901)	(105.5)	(\$8,122)	(\$8,122)

STATEMENT OF REVENUES AND EXPENDITURES
 (IN THOUSANDS)

	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2018	FY2017	\$ Variance	% Variance	FY2018	FY2017	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$0	\$0
Interest	1	0	1	N/A	5	2	3	144.2	13	13
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	0	0	0	N/A	0	0	0	N/A	200	200
State Sources	0	0	0	N/A	0	0	0	N/A	0	0
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
Total Revenues	1	0	1	N/A	5	2	3	144.2	213	213
<u>Expenditures</u>										
Salaries	0	0	0	N/A	0	0	0	N/A	0	0
Benefits	0	0	0	N/A	0	0	0	N/A	250	250
Purchased Services	0	0	0	N/A	0	0	0	N/A	0	0
Supplies & Materials	0	0	0	N/A	0	0	0	N/A	0	0
Chargebacks	0	0	0	N/A	0	0	0	N/A	0	0
Capital Expenditures	0	0	0	N/A	0	0	0	N/A	0	0
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	0	0	0	N/A	0	0	0	N/A	0	0
Total Expenditures	0	0	0	N/A	0	0	0	N/A	250	250
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
Operating Excess (Deficit)	\$1	\$0	\$1	N/A	\$5	\$2	\$3	144.2	(\$37)	(\$37)

STATEMENT OF REVENUES AND EXPENDITURES
 (IN THOUSANDS)

Revenues	CURRENT MONTH				YEAR - TO - DATE				ANNUAL BUDGET	
	FY2018	FY2017	\$ Variance	% Variance	FY2018	FY2017	\$ Variance	% Variance	Adopted	Revised
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$0	\$0
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	75	74	1	0.9	415	410	5	1.3	815	815
State Sources	0	0	0	N/A	0	0	0	N/A	0	0
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
Total Revenues	75	74	1	0.9	415	410	5	1.3	815	815
Expenditures										
Salaries	0	0	0	N/A	0	0	0	N/A	0	0
Benefits	51	46	(5)	(9.8)	209	213	4	1.8	720	720
Purchased Services	5	5	0	4.6	24	24	0	0.4	58	58
Supplies & Materials	0	0	0	N/A	0	0	0	N/A	0	0
Chargebacks	0	0	0	N/A	0	0	0	N/A	0	0
Capital Expenditures	0	0	0	N/A	0	0	0	N/A	0	0
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	0	0	0	N/A	0	0	0	N/A	0	0
Total Expenditures	55	51	(4)	(8.4)	233	237	4	1.7	778	778
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
Operating Excess (Deficit)	\$19	\$23	(\$4)	(15.6)	\$182	\$173	\$9	5.3	\$37	\$37

DULUTH PUBLIC SCHOOLS - ISD 709
November 17
Student Activities

STATEMENT OF REVENUES AND EXPENDITURES
(IN THOUSANDS)

PAGE 14

	CURRENT MONTH				YEAR - TO - DATE				ANNUAL BUDGET	
	FY2018	FY2017	\$ Variance	% Variance	FY2018	FY2017	\$ Variance	% Variance	Adopted	Revised
<u>Revenues</u>										
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$0	\$0
Interest	0	0	0	N/A	0	0	0	N/A	2	2
Tuition, Fees, Admissions	99	76	23	30.5	99	76	23	30.5	542	542
Other Local Revenues	36	32	4	11.9	36	32	4	11.9	249	249
State Sources	0	0	0	N/A	0	0	0	N/A	0	0
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	119	168	(49)	(29.3)	119	168	(49)	(29.3)	797	797
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
Total Revenues	254	276	(22)	(8.0)	254	276	(22)	(8.0)	1,589	1,589
<u>Expenditures</u>										
Salaries	0	0	0	N/A	0	0	0	N/A	0	0
Benefits	0	0	0	N/A	0	0	0	N/A	0	0
Purchased Services	68	85	17	20.3	68	85	17	20.3	855	855
Supplies & Materials	73	137	64	46.9	73	137	64	46.9	706	706
Chargebacks	0	0	0	N/A	0	0	0	N/A	0	0
Capital Expenditures	0	0	0	N/A	0	0	0	N/A	0	0
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	9	7	(2)	(24.1)	9	7	(2)	(24.1)	28	28
Total Expenditures	149	229	80	34.8	149	229	80	34.8	1,589	1,589
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
Operating Excess (Deficit)	\$105	\$47	\$58	122.7	\$105	\$47	\$58	122.7	\$0	\$0

November 17
ALL FUNDS

BALANCE SHEET

ASSETS	11/30/17	06/30/17	11/30/16	FUND BALANCES	11/30/17	06/30/17	11/30/16
Cash / Investments	\$159,398	\$158,661	\$165,912	Reserved for:			
Taxes & Credits Receivable	5,056	19,269	5,449	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	687	665	1,035	Nonspendable Inventory	189	189	186
Due from Other Funds	284	284	0	Nonspendable Prepaids	68	68	99
Due from Other MN Districts	0	1,390	23	Staff Development	0	0	0
Due From MDE	8,229	8,234	8,722	Teacher Dev & Eval	101	101	148
Due From Federal thru MDE	1,089	1,201	2,995	Basic skills	0	0	0
Due From Federal - Direct	214	214	762	Learning development	0	0	0
Due from Other Governments	7	34	14	Desegregation	0	0	0
Inventory	189	189	186	Gifted and Talented	0	0	0
Prepaids	56	68	47	Pupil Transportation Safety	0	0	0
				ECFE	196	196	276
Total Assets	<u>\$175,210</u>	<u>\$190,210</u>	<u>\$185,145</u>	Community Education	774	774	694
				Community Services	285	285	322
				Operating Capital	0	0	0
				Facilities	179	179	2,070
				Alternative facilities	0	0	1,059
				Restricted Programs	30	30	30
				Bond Refunding	132,961	132,961	46,315
				Endowment	2,008	2,003	1,910
				Encumbrances	0	0	0
				Severance-Insurance Prem	0	0	0
				Area Learning Center	189	189	414
				Designated for:			
				Textbooks	0	0	1,071
				Carryovers	0	0	255
				Operating Capital	0	0	0
				Referendum	0	0	0
				Undesignated	5,155	6,091	96,432
				Total Fund Balance	<u>\$142,135</u>	<u>\$143,066</u>	<u>\$151,281</u>
				Liabilities & Fund Balance	<u>\$175,211</u>	<u>\$190,210</u>	<u>\$185,145</u>

November 17
General Fund

BALANCE SHEET

ASSETS	11/30/17	06/30/17	11/30/16
Cash / Investments	\$11,923	\$6,331	\$14,541
Taxes & Credits Receivable	(6,086)	8,126	(6,379)
Accounts / Interest Receivable	192	55	303
Due from Other Funds	0	0	0
Due from Other MN Districts	0	1,390	0
Due From MDE	7,642	7,648	8,073
Due From Federal thru MDE	1,076	1,128	2,914
Due From Federal - Direct	5	5	68
Due from Other Governments	7	34	14
Inventory	65	65	84
Prepays	56	61	47
Total Assets	\$14,880	\$24,845	\$19,665

LIABILITIES	11/30/17	06/30/17	11/30/16
Tax and Aid Anticipation Payable	\$0	\$0	\$0
Accrued Interest Payable	0	0	0
Salaries & Benefits Payable	(734)	10,519	(630)
Accounts Payable	23	1,452	23
Due to Other Funds	188	188	0
Due to Other MN Districts	0	37	0
Due to Other Governments	(0)	0	0
Claims Payable	178	179	181
Deferred Revenue	59	128	161
Taxes Levied for Subsequent Yr.	11,757	11,757	11,495
Property tax shift	0	(0)	0
Total Liabilities	\$11,470	\$24,260	\$11,230

FUND BALANCES	11/30/17	06/30/17	11/30/16
Reserved for:			
Severance	\$0	\$0	\$0
Nonspendable Inventory	65	65	84
Nonspendable Prepays	61	61	89
Staff Development	0	0	0
Teacher Dev & Eval	101	101	148
Basic skills	0	0	0
Learning development	0	0	0
Integration	0	0	0
Gifted and Talented	0	0	0
Pupil Transportation Safety	0	0	0
ECFE	0	0	0
Community Education	0	0	0
Community Services	0	0	0
Operating Capital	0	0	0
Facilities	0	0	0
Alternative facilities	0	0	0
Restricted Programs	0	0	0
Escrow Account	0	0	0
Severance-Insurance Prem	0	0	-
Encumbrances	0	0	0
Area Learning Center	189	189	414
Designated for:			
Textbooks	0	0	0
Carryovers	0	0	255
Operating Capital	0	0	0
Referendum	0	0	0
Undesignated	2,994	168	7,445
Total Fund Balance	\$3,410	\$585	\$8,435
Liabilities & Fund Balance	\$14,880	\$24,845	\$19,665

Duluth Public Schools - ISD #709
November 17
Food Service Fund

BALANCE SHEET

ASSETS	11/30/17	06/30/17	11/30/16
Cash / Investments	\$834	\$757	\$778
Taxes & Credits Receivable	0	0	0
Accounts / Interest Receivable	4	11	0
Due from Other Funds	0	0	0
Due from Other MN Districts	0	0	0
Due From MDE	0	0	0
Due From Federal thru MDE	0	60	0
Due From Federal - Direct	0	0	0
Due from Other Governments	0	0	0
Inventory	124	124	102
Prepays	0	2	0
Total Assets	\$962	\$953	\$880
LIABILITIES			
Tax and Aid Anticipation Payable	\$0	\$0	\$0
Accrued Interest Payable	0	0	0
Salaries Payable	91	0	75
Accounts Payable	11	51	1
Due to Other Funds	0	0	0
Due to Other MN Districts	0	0	0
Due to Other Governments	0	0	0
Claims Payable	0	0	0
Deferred Revenue	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0
Property tax shift	0	0	0
Total Liabilities	\$102	\$51	\$76

FUND BALANCES	11/30/17	06/30/17	11/30/16
Reserved for:			
Severance	\$0	\$0	\$0
Nonspendable Inventory	124	124	102
Nonspendable Prepays	2	2	1
Staff Development	0	0	0
Reemployment comp	0	0	0
Basic skills	0	0	0
Learning development	0	0	0
Desegregation	0	0	0
Gifted and Talented	0	0	0
Pupil Transportation Safety	0	0	0
ECFE	0	0	0
Community Education	0	0	0
Community Services	0	0	0
Operating Capital	0	0	0
Facilities	0	0	0
Alternative facilities	0	0	0
Restricted Programs	0	0	0
Escrow Account	0	0	0
Endowment	0	0	0
Encumbrances	0	0	0
Designated for:			
Textbooks	0	0	0
Operating Capital	0	0	0
Undesignated	735	777	701
Total Fund Balance	\$860	\$902	\$804
Liabilities & Fund Balance	\$962	\$953	\$880

November 17

BALANCE SHEET

Transportation Fund

ASSETS	11/30/17	06/30/17	11/30/16	FUND BALANCES	11/30/17	06/30/17	11/30/16
Cash / Investments	(\$2,784)	(\$1,739)	(\$2,573)	Reserved for:			
Taxes & Credits Receivable	0	0	0	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	7	109	152	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepaids	2	2	2
Due from Other MN Districts	0	0	23	Staff Development	0	0	0
Due From MDE	23	23	23	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Basic skills	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	0	0	0	Gifted and Talented	0	0	0
Prepaids	0	2	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
Total Assets	(\$2,754)	(\$1,605)	(\$2,375)	Community Education	0	0	0
				Community Services	0	0	0
				Operating Capital	0	0	0
				Facilities	0	0	0
				Alternative facilities	0	0	0
				Restricted Programs	0	0	0
				Escrow Account	0	0	0
				Endowment	0	0	0
				Encumbrances	0	0	0
				Designated for:			
				Textbooks	0	0	0
				Operating Capital	0	0	0
				Undesignated	(2,945)	(2,165)	(2,546)
				Total Fund Balance	(\$2,943)	(\$2,163)	(\$2,544)
				Liabilities & Fund Balance	(\$2,754)	(\$1,605)	(\$2,375)

LIABILITIES

Tax and Aid Anticipation Payable	\$0	\$0	\$0
Accrued Interest Payable	0	0	0
Salaries Payable	170	0	161
Accounts Payable	18	558	8
Due to Other Funds	0	0	0
Due to Other MN Districts	0	0	0
Due to Other Governments	0	0	0
Claims Payable	0	0	0
Deferred Revenue	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0
Property tax shift	0	0	0
Total Liabilities	\$189	\$558	\$169

November 17

BALANCE SHEET

Community Service Fund

ASSETS	11/30/17	06/30/17	11/30/16
Cash / Investments	\$2,085	\$1,931	\$2,170
Taxes & Credits Receivable	598	598	595
Accounts / Interest Receivable	0	6	19
Due from Other Funds	0	0	0
Due from Other MN Districts	0	0	0
Due From MDE	343	343	400
Due From Federal thru MDE	13	13	81
Due From Federal - Direct	209	209	694
Due from Other Governments	0	0	0
Inventory	0	0	0
Prepays	0	3	0
Total Assets	<u>\$3,248</u>	<u>\$3,103</u>	<u>\$3,959</u>
LIABILITIES			
Tax and Aid Anticipation Payable	\$0	\$0	\$0
Accrued Interest Payable	0	0	0
Salaries Payable	301	383	226
Accounts Payable	119	226	1
Due to Other Funds	96	96	0
Due to Other MN Districts	0	0	0
Due to Other Governments	0	0	0
Claims Payable	0	0	0
Deferred Revenue	10	10	1
Taxes Levied for Subsequent Yr.	1,099	1,099	1,095
Property tax shift	0	0	0
Total Liabilities	<u>\$1,625</u>	<u>\$1,815</u>	<u>\$1,323</u>

FUND BALANCES	11/30/17	06/30/17	11/30/16
Reserved for:			
Severance	\$0	\$0	\$0
Nonspendable Inventory	0	0	0
Nonspendable Prepays	3	3	7
Staff development	0	0	0
Reemployment comp	0	0	0
Basic skills	0	0	0
Learning development	0	0	0
Desegregation	0	0	0
Gifted and Talented	0	0	0
Pupil Transportation Safety	0	0	0
ECFE	196	196	276
Community Education	774	774	694
Community Services	285	285	322
Operating Capital	0	0	0
Facilities	0	0	0
Alternative facilities	0	0	0
Restricted Programs	30	30	30
Escrow Account	0	0	0
Endowment	0	0	0
Encumbrances	0	0	0
Designated for:			
Textbooks	0	0	0
Operating Capital	0	0	0
Undesignated	335	0	1,307
Total Fund Balance	<u>\$1,623</u>	<u>\$1,288</u>	<u>\$2,636</u>
Liabilities & Fund Balance	<u>\$3,248</u>	<u>\$3,103</u>	<u>\$3,959</u>

November 17

BALANCE SHEET

Capital Expenditures

ASSETS	11/30/17	06/30/17	11/30/16	FUND BALANCES	11/30/17	06/30/17	11/30/16
Cash / Investments	(\$1,532)	\$1,321	(\$2,433)	Reserved for:			
Taxes & Credits Receivable	0	0	0	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	0	0	0	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepays	0	0	0
Due from Other MN Districts	0	0	0	Staff Development	0	0	0
Due From MDE	0	0	0	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Basic skills	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	0	0	0	Gifted and Talented	0	0	0
Prepays	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
Total Assets	(\$1,531)	\$1,321	(\$2,433)	Community Education	0	0	0
				Community Services	0	0	0
LIABILITIES				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	179	179	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
Salaries Payable	78	15	80	Restricted Programs	0	0	0
Accounts Payable	25	641	0	Escrow Account	0	0	0
Due to Other Funds	0	0	0	Endowment	0	0	0
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0	Designated for:			
Claims Payable	0	0	0	Textbooks	0	0	1,071
Deferred Revenue	0	0	0	School Carryover	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0	Operating Capital	0	0	0
Property tax shift	0	0	0	Undesignated	(1,813)	487	(3,584)
Total Liabilities	\$103	\$655	\$80	Total Fund Balance	(\$1,633)	\$666	(\$2,513)
				Liabilities & Fund Balance	(\$1,531)	\$1,321	(\$2,433)

November 17

BALANCE SHEET

Building Construction Fund

ASSETS	11/30/17	06/30/17	11/30/16	FUND BALANCES	11/30/17	06/30/17	11/30/16
Cash / Investments	\$3,604	\$0	\$1,044	Reserved for:			
Taxes & Credits Receivable	0	0	0	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	0	0	0	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepays	0	0	0
Due from Other MN Districts	0	0	0	Staff Development	0	0	0
Due From MDE	0	0	17	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Basic skills	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	0	0	0	Gifted and Talented	0	0	0
Prepays	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
Total Assets	\$3,604	\$0	\$1,061	Community Education	0	0	0
				Community Services	0	0	0
LIABILITIES				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	2,070
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	1,059
Salaries Payable	0	0	(10)	Restricted Programs	0	0	0
Accounts Payable	0	0	3	Escrow Account	0	0	0
Due to Other Funds	0	0	0	Endowment	0	0	0
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0				
Claims Payable	0	0	0	Textbooks	0	0	0
Deferred Revenue	0	0	0	Operating Capital	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0	Undesignated	3,604	0	(2,061)
Property tax shift	0	0	0				
Total Liabilities	\$0	\$0	(\$7)	Total Fund Balance	\$3,604	\$0	\$1,068
				Liabilities & Fund Balance	\$3,604	\$0	\$1,061

November 17

BALANCE SHEET

Debt Service Fund

ASSETS	11/30/17	06/30/17	11/30/16	FUND BALANCES	11/30/17	06/30/17	11/30/16
Cash / Investments	\$142,070	\$146,938	\$149,046	Reserved for:			
Taxes & Credits Receivable	10,545	10,545	11,233	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	482	482	558	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepays	0	0	0
Due from Other MN Districts	0	0	0	Staff Development	0	0	0
Due From MDE	221	221	209	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Basic skills	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	0	0	0	Gifted and Talented	0	0	0
Prepays	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
Total Assets	\$153,318	\$158,186	\$161,046	Community Education	0	0	0
				Community Services	0	0	0
LIABILITIES				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
Salaries Payable	0	0	0	Restricted Programs	0	0	0
Accounts Payable	2	2	0	Escrow Account	0	0	0
Due to Other Funds	0	0	0	Bond Refundings	132,961	132,961	46,315
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0	Designated for:			
Claims Payable	0	0	0	Textbooks	0	0	0
Deferred Revenue	0	0	0	Operating Capital	0	0	0
Taxes Levied for Subsequent Yr.	19,586	19,586	20,993	Undesignated	769	5,636	93,738
Property tax shift	0	0	0				
Total Liabilities	\$19,588	\$19,588	\$20,993	Total Fund Balance	\$133,731	\$138,598	\$140,053
				Liabilities & Fund Balance	\$153,318	\$158,186	\$161,046

November 17

BALANCE SHEET

Trust & Agency Funds

ASSETS	11/30/17	06/30/17	11/30/16	FUND BALANCES	11/30/17	06/30/17	11/30/16
Cash / Investments	\$1,724	\$1,719	\$1,908	Reserved for:			
Taxes & Credits Receivable	0	0	0	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	0	0	2	Nonspendable Inventory	0	0	0
Due from Other Funds	284	284	0	Nonspendable Prepaids	0	0	0
Due from Other MN Districts	0	0	0	Staff Development	0	0	0
Due From MDE	0	0	0	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Basic skills	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	0	0	0	Gifted and Talented	0	0	0
Prepaids	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
Total Assets	<u>\$2,008</u>	<u>\$2,003</u>	<u>\$1,910</u>	Community Education	0	0	0
				Community Services	0	0	0
LIABILITIES				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
Salaries Payable	0	0	0	Restricted Programs	0	0	0
Accounts Payable	0	0	0	Escrow Account	0	0	0
Due to Other Funds	0	0	0	Endowment	2,008	2,003	1,910
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0	Designated for:			
Claims Payable	0	0	0	Textbooks	0	0	0
Deferred Revenue	0	0	0	Operating Capital	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0	Undesignated	0	0	0
Property tax shift	0	0	0				
Total Liabilities	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	Total Fund Balance	<u>\$2,008</u>	<u>\$2,003</u>	<u>\$1,910</u>
				Liabilities & Fund Balance	<u>\$2,008</u>	<u>\$2,003</u>	<u>\$1,910</u>

November 17

BALANCE SHEET

Dental Internal Service Fund

ASSETS	11/30/17	06/30/17	11/30/16	FUND BALANCES	11/30/17	06/30/17	11/30/16
Cash / Investments	\$345	\$379	\$305	Reserved for:			
Taxes & Credits Receivable	0	0	0	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	1	1	1	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepays	0	0	0
Due from Other MN Districts	0	0	0	Staff Development	0	0	0
Due From MDE	0	0	0	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Reemployment comp	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	0	0	0	Gifted and Talented	0	0	0
Prepays	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
Total Assets	\$346	\$380	\$306	Community Education	0	0	0
				Community Services	0	0	0
LIABILITIES				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
Salaries Payable	0	0	0	Restricted Programs	0	0	0
Accounts Payable	0	103	0	Escrow Account	0	0	0
Due to Other Funds	0	0	0	Endowment	0	0	0
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0	Designated for:			
Claims Payable	0	0	0	Textbooks	0	0	0
Deferred Revenue	0	114	0	Operating Capital	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0	Undesignated	346	164	306
Property tax shift	0	0	0				
Total Liabilities	\$0	\$216	\$0	Total Fund Balance	\$346	\$164	\$306
				Liabilities & Fund Balance	\$346	\$380	\$306

November 17
Student Activities

BALANCE SHEET

ASSETS	11/30/17	06/30/17	11/30/16	FUND BALANCES	11/30/17	06/30/17	11/30/16
Cash / Investments	\$1,129	\$1,024	\$1,126	Reserved for:			
Taxes & Credits Receivable	0	0	0	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	0	0	0	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepays	0	0	0
Due from Other MN Districts	0	0	0	Staff Development	0	0	0
Due From MDE	0	0	0	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Basic skills	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	0	0	0	Gifted and Talented	0	0	0
Prepays	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
Total Assets	\$1,129	\$1,024	\$1,126	Community Education	0	0	0
				Community Services	0	0	0
LIABILITIES				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
Salaries Payable	0	0	0	Restricted Programs	0	0	0
Accounts Payable	0	0	0	Escrow Account	0	0	0
Due to Other Funds	0	0	0	Endowment	0	0	0
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0	Designated for:			
Claims Payable	0	0	0	Textbooks	0	0	0
Deferred Revenue	0	0	0	Operating Capital	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0	Undesignated	1,129	1,024	1,126
Property tax shift	0	0	0				
Total Liabilities	\$0	\$0	\$0	Total Fund Balance	\$1,129	\$1,024	\$1,126
				Liabilities & Fund Balance	\$1,129	\$1,024	\$1,126

ISD #709 - Duluth Public Schools
ACH & Wire Transfer Summary
Period Ending 11/30/2017

<u>CHECK DATE</u>	<u>VENDOR ID</u>	<u>DESCRIPTION</u>	<u>MSDLFA</u>
11/03/2017	V106466	CITISTREET FOR MSRS	7,166.21
11/03/2017	V79764	DULUTH FEDERATION OF TEA	34,179.84
11/03/2017	V106637	EBC - FLEX EFT	12,114.80
11/03/2017	V106636	EBC - TSA EFT	61,696.53
11/03/2017	V79771	EDUCATION MN CLERICAL EFT	1,235.87
11/03/2017	V102915	FEDERAL 941 PR TAXES	594,466.01
11/03/2017	V107231	HARBOR POINTE CREDIT UNION	6,999.00
11/03/2017	V108066	MG TRUST	127,920.88
11/03/2017	V05173	MN CHILD SUPPORT EFT	1,794.07
11/03/2017	V108320	MN DEPT OF REVENUE EFT	235.01
11/03/2017	V102916	MN STATE PR TAXES	96,605.62
11/03/2017	V79708	PUBLIC EMPLOYEES RETIREMENT	94,947.08
11/03/2017	V108783	TEACHERS RETIREMENT ASSOC EFT	260,496.96
11/03/2017	V79704	U S BANK - PY DIRECT DEPOSIT	1,539,501.52
11/17/2017	V106466	CITISTREET FOR MSRS	12,678.01
11/17/2017	V79764	DULUTH FEDERATION OF TEA	34,080.35
11/17/2017	V106637	EBC - FLEX EFT	12,114.80
11/17/2017	V106636	EBC - TSA EFT	60,333.78
11/17/2017	V79771	EDUCATION MN CLERICAL EFT	1,235.87
11/17/2017	V102915	FEDERAL 941 PR TAXES	630,146.58
11/17/2017	V107231	HARBOR POINTE CREDIT UNION	6,999.00
11/17/2017	V108066	MG TRUST	132,361.79
11/17/2017	V05173	MN CHILD SUPPORT EFT	1,794.07
11/17/2017	V108320	MN DEPT OF REVENUE EFT	233.49
11/17/2017	V102916	MN STATE PR TAXES	102,952.37
11/17/2017	V79708	PUBLIC EMPLOYEES RETIREMENT	100,551.98
11/17/2017	V108783	TEACHERS RETIREMENT ASSOC EFT	270,373.58
11/17/2017	V79704	U S BANK - PY DIRECT DEPOSIT	1,633,102.01
11/29/2017	V06645	MEDICA HEALTH PLAN (EFT)	181,618.40
11/29/2017	V106638	PEIP - HLTH EFT	1,328,538.68
11/29/2017	V80030	DELTA DENTAL PLAN OF MN(EFT)	55,283.39
11/29/2017	V104923	HARRIS BANK	24,480.21
11/29/2017	V05246	MN UI FUND EFT	11,074.71
			7,439,312.47

ISD 709 - Duluth Public Schools
GF Investment Activity for FY 2018
As of November 30, 2017

Beginning Investment Balance (October 31, 2017) \$ 4,681,536.58

Add Purchases:

Date	Issuer	Broker	Matures	Yield (YTM)	
11/2/2017	MN Trust Term Series	MNT	12/1/2017	1.10%	7,000,000.00

Total Purchases \$ 7,000,000.00

Deduct Maturities/Calls/Sales:

Date	Issuer	Broker	Matures	Yield (YTM)	
11/2/2017	MN Trust Term Series	MNT	11/27/2017	1.09%	\$ 2,000,000.00
11/27/2017	Keybank Direct	Keybank	10/12/2017	1.00%	\$ 99,000.00

Total Maturities \$ 2,099,000.00

Other items:

Add:	Money Market Funds Interest (Nov)	\$	45.51
	Beginning Value Adjustment		
	Other Interest/Cash Balance on Account (Reverse)		

Deduct:	Transaction Fees/Other		
	Market Value Adjustment-Adjust for Cost Basis		

Total Other \$ 45.51

Ending Investment Balance (November 30, 2017) \$ 9,582,582.09

Note: Ending Investment Balance as of November 30, 2016 was \$17,179,840.04

Duluth Public Schools-ISD 709
APU / PU Projection Report - FY 2018
January 2018

Grade Levels	Jan Enrollment	Progression to PU	Projected PU	PUW	Projected APU	MFR EOY APU
						1617
KG	615	0.987103499	607.07	1.00	607.07	546.04
HK	71	1.012712911	71.90	1.00	71.90	59.83
Gr 1-3	1850	0.989315814	1830.23	1.00	1830.23	1921.71
Gr 4-6	1817	0.983160936	1786.40	1.00	1786.40	1720.39
Gr 7-8	1211.85	0.96473271	1169.11	1.20	1402.93	1342.01
Gr 9-12	2718.86	0.944694805	2568.49	1.20	3082.19	3091.88
Sub-Total	8283.71		8033.2132		8780.73	8681.86

Other APU Generators

Other APU Generators	Jan Enrollment	Progression to PU	Projected PU	PUW	Projected APU	
Early Childhood	238	0.413162342	98.33	1.000	98.33	95.08

Early Childhood Details

	Final Count	Jan 1 Count	Final PU
14-15	371	213	93.34
15-16	367	234	86.97
16-17	384	210	95.08
17-18*		238	98.33

Resident Tuition**

Resident Tuition Details

	Total APU	
14-15	32.9	32.73
15-16	35.28	
16-17	30.01	
17-18*	32.73	

ALC

ALC Details**

	Total APU	
14-15	278.11	258.86
15-16	260.40	
16-17	238.06	
17-18*	258.86	

Projected Total APU

Budgeted APU

Net

8879.07	8776.94
8811.40	
67.67	

* Projected

** Included in Grade level projections

PU: Pupil Unit

APU: Average Pupil Unit

PUW: Pupil Unit Weight

EOY: End of Year

MFR:MN Funding Reports

Fundraisers for December 2017

School	Organization	Function
Ordean-East	Library	Scholastic Book Fairs
Ordean-East	Science Club	Younkers
Ordean-East	Science Club	Younkers - cards
Ordean-East	Science Club	Younkers - cards
Ordean-East	Science Club	Younkers
Ordean-East	Student Council	Pie in the face favorite teacher
Ordean-East	Student Council	Rafiki bracelets to support children in Kenya

203.2 - ORDER OF THE REGULAR SCHOOL BOARD MEETING BYLAW

I. PURPOSE

The purpose of this **Policy Bylaw** is to ensure consistency in the order of business at regular school board meetings.

II. GENERAL STATEMENT OF POLICY BYLAW

It is the policy of the school board to consider matters that come before it in a consistent and orderly manner.

III. ORDER

- A. The school board shall conduct an orderly school board meeting. The school board will, at all regular school board meetings, follow an agenda order as follows:
1. Roll Call
 2. Pledge of Allegiance
 3. Approval of the Agenda
 4. Reading and Approving Minutes
 5. School and Community Recognition
 6. Audience
 7. Reading Communications, Petitions, Etc.
 8. Report of the Superintendent
 9. Report of Standing Committees:
 - a. Education Committee
 - b. Human Resources Committee
 - c. Business Committee
 10. Special Resolutions
 11. Questions/Other
 12. Adjournment
- B. Items in this order may be considered as part of a consent agenda.
- C. The school board may depart from the order of business with the consent of the majority of members present.
- D. Any question of order arising, not provided for in these Bylaws, shall be decided according to parliamentary rules for the government of deliberative bodies, as defined by Robert's Rules of Order, Newly Revised.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (School Board Powers)

Cross References: MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)
MSBA/MASA Model Policy 203.5 (School Board Meeting Agenda)
MSBA/MASA Model Policy 203.6 (Consent Agendas)

Replacing: Policy 9095
First Reading: 01-19-2016
Adopted: 02-23-2016 ISD709

203.5 - SCHOOL BOARD MEETING AGENDA BYLAW

I. PURPOSE

The purpose of this Policy-Bylaw is to provide procedures for the preparation of the school board meeting agenda to ensure that the school board can accomplish its business as efficiently and expeditiously as possible.

II. GENERAL STATEMENT OF Policy Bylaw

The policy of the school board is that school board meetings shall be conducted in a manner to allow the school board to accomplish its business while allowing reasoned debate and discussion of each matter to be acted upon.

III. PROCEDURES

- A. While all school board members may provide input, it shall be the responsibility of the school board chair, clerk and superintendent to develop, prepare, and arrange the order of items for the tentative school board meeting agenda for each school board meeting.
- B. Persons wishing to place an item on the agenda must make a request to the school board chair, clerk or superintendent in a timely manner. The person making the request is encouraged to state the person's name, address, purpose of the item, action desired, and pertinent background information. The chair, clerk and superintendent shall determine whether to place the matter on the tentative agenda.

Upon the written request of three board members, delivered to the chair no later than the Friday before an agenda setting session, an item will be placed on the agenda at the following meeting or a meeting soon thereafter, as agreed upon by those involved.

~~**[Note: The Commissioner of Administration has issued an opinion that a government entity is limited to acting only on those matters specifically included in the notice of a special meeting.]**~~

- C. The tentative agenda and supporting documents shall be sent electronically to the school board members at least **three four** days prior to the **regularly** scheduled school board meeting, **and as soon as practicable for Special and Emergency meetings.** It shall be the intent of the School Board to be fully informed before making decisions.
- D. Items may only be added to the agenda by a motion adopted at **the a board** meeting. If an added item is acted upon, the minutes of the school board meeting shall include a description of the matter.

- E. At least one copy of any printed materials, including electronic communications, relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and: (i) distributed at the meeting to all members of the governing body; (ii) distributed before the meeting to all members; or (iii) available in the meeting room to all members, shall be available in the meeting room for inspection by the public while the school board considers their subject matter. This does not apply to materials classified by law as other than public or to materials relating to the agenda items of a closed meeting.

Legal References: Minn. Stat. § 13D.01, Subd. 6 (Open Meeting Law)
 Minn. Stat. § 123B.09, Subd. 7 (School Board Powers)
 Dept. of Admin. Advisory Op. No. 10-013 (April 29, 2010)
 Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)

Cross References: MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)
 MSBA/MASA Model Policy 203.2 (Order of the Regular School Board Meeting)
 MSBA/MASA Model Policy 203.6 (Consent Agendas)
 MSBA/MASA Model Policy 204 (School Board Meeting Minutes)
 MSBA/MASA Model Policy 207 (Public Hearings)

Replacing: Policies 8085, 8100, 9075, 9080, 9095
 First Reading: 01-19-2016
 Adopted: 02-23-2016 ISD709

208 - DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES BYLAW

I. PURPOSE

The purpose of this **policy Bylaw** is to emphasize the importance of the policy-making role of the school board and provide the means for it to continue to be an ongoing effort.

II. GENERAL STATEMENT OF POLICY-BYLAW

Formal guidelines are necessary to ensure the school community that the school system responds to its mission and operates in an effective, efficient, and consistent manner. A set of written policy statements shall be maintained and modified as needed. Policies should define the desire and intent of the school board and should be in a form which is sufficiently explicit to guide administrative action.

III. DEVELOPMENT OF POLICY

- A. The school board has jurisdiction to legislate policy for the school district with the force and effect of law. School board policy provides the general direction as to what the school board wishes to accomplish while delegating implementation of policy to the administration.
- B. The school board's written policies provide guidelines and goals to the school community. The policies shall be the basis for the formulation of guidelines and directives by the administration. The school board shall determine the effectiveness of the policies by evaluating periodic reports from the administration.
- C. Policies or amendments to policies may be proposed, in writing, by a school board member, employee, student, resident of the school district or other individuals. Proposed policies, amendments or ideas shall be submitted to all members and the superintendent for review prior to placement on the school board agenda.

IV. ADOPTION OF POLICY

- A. The school board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two school board meetings. The proposals shall be distributed and public comment will be allowed at both meetings prior to final school board action. The policy will be effective on the later of the date of passage or the date stated in the motion.
- B. In the case of an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the school board. A statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes. The emergency policy shall expire within one year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The school board shall have discretion to determine what constitutes an emergency situation.

C. **Suspension**

POLICIES of the School Board shall be subject to suspension only upon a majority vote of the members of the School Board present at a meeting in the call for which the proposed suspension has been described in writing or upon a unanimous vote of ALL members of the School Board when no such written notice has been given.

BY-LAWS of the School Board shall be subject to suspension only upon a majority vote of ALL members of the School Board at a meeting in the call for which the proposed suspension has been described in writing, or upon a unanimous vote of ALL the members of the School Board when no such written notice has been given.

Reference: Robert's Rules of Order, Newly Revised, section 25, pp. 224-228: "Rules protecting absentees or a basic right of the individual member cannot be suspended, even by general consent or a unanimous vote. For example, the rule requiring previous notice of a proposed amendment to the bylaws protects the absentees, and its suspension would violate their rights" . . . unless ALL members have an opportunity to vote.

D. **Amendment or Suspensions of Policies, By-Laws and Regulations**

All rules and regulations heretofore adopted which are inconsistent or in conflict with the rules and regulations of the School Board as presently constituted are hereby repealed.

Rules and regulations may be altered or amended at any regular meeting of the School Board by a majority vote of the members present.

- E. If a policy is modified with minor changes that do not affect the substance of the policy or because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.

V. **IMPLEMENTATION OF POLICY**

- A. The superintendent shall be responsible for implementing school board policies and developing administrative guidelines and regulations to provide greater specificity and consistency in the process of implementation. These guidelines and, regulations, shall be distributed to the school board.

- B. ~~**Each school board member shall have access to this policy manual, and an electronic copy shall be available in the office of each school attendance center. Electronic copies shall be available in the central office and made available for reference purposes to other interested persons.**~~

A paper copy of all policies and procedures will be available for review in the Superintendent's Office. Electronic copies will also be available on the district's website.

- C. The superintendent, employees designated by the superintendent, and individual school board members shall be responsible for keeping the electronic policy manuals current.
- D. The school board shall review policies at least once every five years. The superintendent shall be responsible for developing a system of periodic review, addressing approximately one fifth of the policies annually. In addition, the school board shall review the following policies annually:
- 410 - Family and Medical Leave Policy
 - 413 - Harassment and Violence
 - 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse
 - 415 - Mandated Reporting of Maltreatment of Vulnerable Adults
 - 506 - Student Discipline
 - 514 - Bullying Prohibition Policy
 - 522 - Student Sex Nondiscrimination
 - 524 - Internet Acceptable Use and Safety Policy
 - 616 - School District System Accountability
 - 806 - Crisis Management Policy
- E. When no school board policy exists to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the educational philosophy and financial condition of the school district. Under such circumstances, the superintendent shall advise the school board of the need for a policy and present a recommended policy to the school board for approval.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09, Subd. 1 (School Board Powers)

Cross References: MSBA/MASA Model Policy 305 (Policy Implementation)

Replacing: Policies 8065, 9065
First Reading: 01-19-2016
Adopted: 02-23-2106 ISD709

209 - CODE OF ETHICS BYLAW

I. PURPOSE

The purpose of this policy Bylaw is to assist the individual school board member in understanding his or her role as part of a school board and in recognizing the contribution that each member must make to develop an effective and responsible school board.

II. GENERAL STATEMENT OF ~~POLICY~~ BYLAW

Each school board member shall follow the code of ethics stated in this policy Bylaw.

A. AS A MEMBER OF THE SCHOOL BOARD, I WILL:

1. Attend school board meetings.
2. Come to the meetings prepared for discussion of the agenda items.
3. Listen to the opinions and views of others (including, but not limited to, other school board members, administration, staff, students, and community members.)
4. Vote my conscience after informed discussion, unless I abstain because a conflict of interest exists.
5. Uphold the decision of the school board, even if my position concerning the issue was different.
6. Recognize the integrity of my predecessors and associates and appreciate their work.
7. Be primarily motivated by a desire to provide the best possible education for the students of my school district.
8. Inform myself about the proper duties and functions of a school board member.

B. IN PERFORMING THE PROPER FUNCTIONS OF A SCHOOL BOARD MEMBER, I WILL:

1. Focus on education policy as much as possible.
2. Remember my responsibility is to set policy – not to implement policy.
3. Consider myself a trustee of public education and do my best to protect, conserve, and advance its progress.
4. Recognize that my responsibility, exercised through the actions of the school board as a whole, is to see that the schools are properly run – not to run them myself.

5. Work through the superintendent – not over or around the superintendent.
 6. Delegate the implementation of school board decisions to the superintendent.
- C. TO MAINTAIN RELATIONS WITH OTHER MEMBERS OF THE SCHOOL BOARD, I WILL:
1. Respect the rights of others to have and express opinion.
 2. Recognize that authority rests with the school board in legal session – not with the individual members of the school board except as authorized by law.
 3. Model civility to students, employees, and all elements of the community by behaving in a respectful, professional manner towards other school board members and district employees.
 4. Keep an open mind about how I will vote on any proposition until the board has met and fully discussed the issue.
 5. Make decisions by voting in school board meetings after all sides of debatable questions have been presented.
 6. Ensure that committees be appointed to serve only in an advisory capacity to the school board.
- D. IN MEETING MY RESPONSIBILITIES TO MY COMMUNITY, I WILL:
1. Attempt to appraise and plan for both the present and future educational needs of the school district and community.
 2. Ensure that business transactions of the school district be ethical and open.
 3. Strive to uphold my responsibilities and accountability to the taxpayers in my school district.
- E. IN WORKING WITH THE SUPERINTENDENT OF SCHOOLS AND STAFF, I WILL:
1. Hold the superintendent responsible for the administration of the school district.
 2. Give the superintendent authority commensurate with his or her responsibilities.
 3. Vote on all personnel matters before the school board based on the needs of the school district, rather than any personal bias or personal motivation.
 4. Consider the recommendation of the superintendent in hiring all employees.
 5. Participate in school board action after considering the recommendation of the superintendent and only after the superintendent has furnished adequate information supporting the recommendation.
 6. Insist the superintendent keep the school board adequately informed at all times.

7. Recognize the status of the superintendent as the chief executive officer and a non-voting, ex officio member of the school board.
 8. Refer all complaints to the proper administrative officer or insist that they be presented in writing to the whole school board for proper referral according to the chain of command.
 9. Present any personal criticisms of employees to the superintendent.
- F. IN FULFILLING MY LEGAL OBLIGATIONS AS A SCHOOL BOARD MEMBER, I WILL:
1. Comply with all federal, state, and local laws relating to my work as a school board member.
 2. Comply with all school district policies as adopted by the school board.
 3. Abide by all rules and regulations as promulgated by the Minnesota Department of Education and other state and federal agencies with jurisdiction over school districts.
 4. Recognize that school district business may be legally transacted only in an open meeting of the school board.
 5. Avoid conflicts of interest and refrain from using my school board position for personal gain.
 6. Take no private action that will compromise the school board or administration. By way of example this includes, but is not limited to, refraining from making any promise regarding votes on any proposition in advance of meetings at which the proposition will be considered by the school board and complying with all applicable laws restricting gifts to school board members.
 7. Guard the confidentiality of information that is protected under applicable law.

Subject to applicable law, violation of this **policy BYLAW** may constitute grounds for censure, removal from internal school board officer position (e.g., chair, vice chair, secretary), removal from school board committee(s), and/or removal from the school board.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09, (School Board Powers)
Minn. Stat. § 123B.143, Subd. 1 (Superintendent)

Cross References: MSBA/MASA Model Policy 209 (Code of Ethics)

Replacing: Policy 8050
First Reading: 06-16-2015
Adopted: 07-21-2015
04-19-2016 ISD 709 (Renumbered only)
Revised: 3-20-18

212 - SCHOOL BOARD MEMBER DEVELOPMENT AND TRAVEL/EXPENSE REIMBURSEMENT BYLAW

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY-BYLAW

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

Legal References: Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)

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

Replacing: Policies 8020, 8025, 8115
First Reading: 11-17-2015
Adopted: 12-15-2015 ISD709
Revised: 3-20-18

213 - SCHOOL BOARD COMMITTEES BYLAW

I. PURPOSE

The purpose of this policy bylaw is to provide for the structure and the operation of committees or subcommittees of the school board.

II. GENERAL STATEMENT OF POLICY-BYLAW

- A. It is the policy of the school board to designate school board committees or subcommittees when it is determined that a committee process facilitates the mission of the school board.
- B. The school board has determined that certain permanent standing committees, as described in this bylaw, do facilitate the operation of the school board and the school district.
- C. A school board committee or subcommittee will be formed by school board resolution which shall outline the duties and purpose of the committee or subcommittee.
- D. A committee or subcommittee is advisory in nature and has only such authority as specified by the school board.
- E. The school board will receive reports or recommendations from a committee or subcommittee for consideration. The school board, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.
- F. The school board also may establish such ad hoc committees for specific purposes as it deems appropriate.
- G. The school board reserves the right to limit, create or abolish any standing or ad hoc committee as it deems appropriate.
- H. A committee of the school board shall not appoint a subcommittee of that committee without approval of the school board.

III. APPOINTMENT OF COMMITTEES

- A. The school board hereby appoints the following Standing Committees:
 - 1. Education
 - 2. Human Resource
 - 3. Business Services
- B. The school board will establish, by resolution, for each standing or ad hoc committee the number of members, the term and the charge or mission of each such committee.
- C. The school board chair shall appoint the members of each standing or ad hoc committee and designate the chair thereof.
- D. All members of the school board shall be members of the Negotiating Committee and participate in establishing "parameters" as it relates to wages and benefits of the various employment groups.

IV. PROCEDURES FOR SCHOOL BOARD COMMITTEES

- A. All meetings of committees or subcommittees shall be open to the public in compliance with the Open Meeting Law, and notice shall be given as prescribed by law.
- B. A committee or subcommittee shall act only within the guidelines and mission established for that committee or subcommittee by the school board.
- C. Actions of a committee or subcommittee shall be consistent with the governing rules of the school board. "School board members are welcome to attend and participate in all standing committee meetings."
- D. The power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the school board.
- E. A committee or subcommittee of the school board shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the school board.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)

Cross References: MSBA/MASA Model Policy 201 (Legal Status of the School Board)
MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)

MSBA Service Manual, Chapter 13, School Law Bulletin "C"
(Minnesota's Open Meeting Law)

DESCRIPTIONS FOR STANDING INTERNAL COMMITTEES AND COMMITTEE OF THE WHOLE

EDUCATION COMMITTEE

The function of the Education Committee will be to make recommendations to the School Board regarding instructional and service needs of students as they relate to:

1. The establishment of instructional priorities and objectives.
2. The provision of policy direction for all instructional and student personnel functions.
3. The approaches and procedures to be utilized in assessing school programs and the performance of instructional staff.

Typical Activities:

1. Recommend staffing for approved instructional programs consistent with the goals and financial capabilities of the school district.
2. Recommend courses of study to be used in the schools and any changes in curriculum which may be necessary for the improvement of instruction.
3. Recommend the selection and purchase of textbooks, instructional media, instructional equipment, furnishings, supplies, and other materials required for the instructional and student personnel programs of the school district.
4. Consider recommendations of the superintendent for exemption, exclusion, or expulsion of any student from school and make recommendations to the school board.
5. Periodically review projections of student population and make recommendations to the school board on long-term planning for instructional programs.
6. Periodically review the 5000 (500) and 6000 (600) series of the School District Policy Manual and make recommendations for amendments or revision of school district policy on students and instruction.
7. Review proposed contracts and agreements for the delivery of special instructional and student services.
8. Secure legal advice and consultation as necessary.

HUMAN RESOURCES COMMITTEE

The function of the Human Resources Committee will be to make recommendations to the School Board regarding:

1. Selection and appointment of employees
2. Employee relations matters
3. Human Resources policies and procedures

Typical Activities:

1. Direct and monitor representatives of the school district in the conduct of negotiations with employee groups under the Minnesota Public Employee Labor Relations Act and other applicable state and federal laws.
2. Periodically report to the school board on the progress of negotiations and make recommendations for acceptance of tentative agreements.
3. Upon recommendation of the superintendent, recommend to the school board of appointment, reappointment, or termination of employees of the school district below the level of superintendent in conformity with state and federal statutes and regulations, Civil Service rules and school board policy and working agreements with employee groups.
4. Direct the development and maintenance of a performance evaluation system for all employees of the school district.
5. Make recommendations to suspend, demote, or discharge an employee for cause in conformity with applicable state and federal laws.
6. Periodically review the 4000 (400) series of the School District Policy Manual and make recommendations for amendments or revision of policies in conformity with state and federal laws.
7. Evaluate, review, and recommend changes to the affirmative action policy and program of the school board.
8. Review and make recommendations regarding staff organization, structure, and relationships.
9. Periodically review and recommend purchase and management of employee benefits.
10. Assess needs and recommend staff development programs.
11. Secure legal advice and consultation as necessary.

BUSINESS SERVICES COMMITTEE

The function of the Business Services Committee will be to relate to and consider matters pertaining to the financing, budgeting, and controlling of the expenditures of the school district, management of pertinent fiscal, personnel, and resources assigned to Business and Finance, and the over-all operation of the various departments included under Business and Finance.

Typical Activities:

1. Recommend appropriate staffing for Business and Finance.
2. Review revenue estimates.
3. Review and recommend adoption of budgets and local tax levies.
4. Review and recommend approval of school district expenditures on a monthly basis.
5. Review and recommend approval of financial records and audits.
6. Direct negotiations for the sale or purchase of school district properties and recommend approval of such transactions.
7. Recommend an annual program of building repair, maintenance and equipment procurement.
8. Periodically review the 3000 and 7000 series of the School District Policy Manual and recommend required revisions.
9. Review proposed contracts and agreements between the school district and other agencies of government and maintain liaison with other units of government.
10. Secure legal advice and consultation as necessary.

COMMITTEE OF THE WHOLE

The school board shall meet as a Committee of the Whole to consider matters referred to by the:

1. Standing Committees
2. Chairperson of the School Board
3. School Board

The school board shall also meet as a Committee of the Whole to consider matters relating to litigation involving the school district and the establishment of legislative requests to other units of government.

Replaces: 8015, 9020, 9025, 9030,9035,9040,9045
First Reading: 03-21-2017 ISD 709
Adopted: 04-18-2017 ISD 709
Revised: March 20, 2018

214 - OUT-OF-STATE TRAVEL BY SCHOOL BOARD MEMBERS BYLAW

I. PURPOSE

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

II. GENERAL STATEMENT OF ~~POLICY~~ BYLAW

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

III. APPROPRIATE TRAVEL

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

IV. REIMBURSABLE EXPENSES

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

V. REIMBURSEMENT

- A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.
- B. Automobile travel shall be reimbursed at the mileage rate set by the **school board Internal Revenue Service**. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.
- C. Amounts to be reimbursed shall be within the school board's approved budget allocations, including attendance at workshops and conventions.

VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

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

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

Cross References: MSBA/MASA Model Policy 212 (School Board Member Development)
 MSBA/MASA Model Policy 412 (Expense Reimbursement)

Replacing: Policies 8020, 8025, 8115
 First Reading: 11-17-2015
 Adopted: 12-15-2015 ISD709

250 - SCHOOL BOARD MEMBER COMPENSATION BYLAW

School board members shall be compensated for school board work. Compensation shall be a stipend of \$630.00 per month, to a maximum of \$7,560.00 (excluding negotiations) during one (1) calendar year.

The Chairperson, however, shall receive an additional \$52.50 per month for discharging the duties of his/her office. The maximum compensation for the chairperson shall not exceed \$8,190.00 (excluding negotiations) during one (1) calendar year. This policy shall be reviewed in January of odd numbered years.

Board compensation is the stipend for all board related activities, including committee assignments.

Board members shall not accept additional compensation from any source for board related activities.

Adopted: 02-10-1981 ISD 709

Revised: 07-10-1984

03-08-1988

03-10-1992

01-09-1995

06-20-1995

03-18-1997

02-28-2006

06-20-2006

02-28-2007

02-26-2008

01-22-2013

01-21-2014

01-20-2015 ISD 709

Renumbered/Revised: 3-21-2017

Revised: 3-30-2017

The Morris Leatherman Company
3128 Dean Court
Minneapolis, Minnesota 55416
612-920-0337
612-920-1069 (fax)

December 15, 2017

William Gronseth
Superintendent of Schools
215 North First Avenue E
Duluth, MN 55802

Dear William:

The Morris Leatherman Company is pleased to present this survey research proposal to you for the Duluth School District. This prospectus is organized in three parts: a discussion of the goals of the research; a potential design and schedule; and, estimated project costs. As you will see, I am certain that we can provide the Duluth School District with the information it seeks in both a cost-effective and timely manner.

GOALS OF THE RESEARCH:

The survey would assess the attitudes and opinions of residents of the Duluth School District on four separate, but interrelated issues:

1. *General Perceptions and Issues Concern in the School District*
2. *Referendum Atmospheric*
3. *Messages and Communications*
4. *Demographics*

DESIGN OF THE RESEARCH:

The Morris Leatherman Company proposes to conduct a telephone survey of 625 randomly selected households in the Duluth School District. The overall sample is also of sufficient size to permit the district to be divided into a maximum of five or six categories for more detailed analysis, such as likely voters, age, home ownership, location of residence, presence of children, and other demographic characteristics.

To insure the integrity of the sample, MLC places the most exacting sampling standards in the industry on our procedures. MLC uses a mix of random digit dial landline and cell phone numbers. Before an alternate household is substituted for a designated target, at least twenty tries are made to contact the initial households during a seven day period. The telephone calls take place during various times on weekday evenings and during the weekend. Our interviewers are also instructed to seek convenient appointments with interviewees, cutting our refusal rate to less than five percent on average. An unbiased selection process is also used to identify the adult member of the household to be interviewed. To validate the completed sample, the latest 2010 United States Census population characteristics are utilized as a standard of comparison.

The questionnaire would be administered by MLC trained and supervised personnel. The computer analysis will be obtained from our in-house C-MENTOR and SPSS statistical analysis systems, insuring both access to the most current analysis programs and confidentiality of the data set.

The Duluth School District will be presented with the final report highlighting all the major findings of the study. MLC will also speak to any major differences from and similarities with other similar school districts. A volume of all computer generated cross tabulations and other multivariate statistical techniques will also be included.

SCHEDULE OF THE RESEARCH:

Our general timeline for a project of this size and complexity is listed below:

1. Planning with the School District Administration, and/or School Board to establish the topics to be covered in the survey. Based on these topic concepts, MLC would word specific, neutral questions. This activity will be completed by telephone and/or e-mail, depending on client wishes, within two weeks of the initiation of the contract.
2. Obtain final approval of the survey instrument. This activity is normally completed within four weeks of the initiation of the contract.
3. Final determination of the field dates for interviewing.
4. Pre-testing and, if needed, approval of resulting revisions. This activity is completed by the second day of fieldwork.
5. Completion of all fieldwork within a two-to-three week period.

6. Computer analysis and preparation of the frequencies. This activity will be available within two weeks after completion of the field work.
7. Delivery of the final written report to the Duluth Public School District. MLC will actively work with the School District in structuring the information and communications effort to best meet the findings of the survey. Afterwards, telephone consultation, as the need arises, will be provided about the study's findings and implications.

PROJECT COSTS:

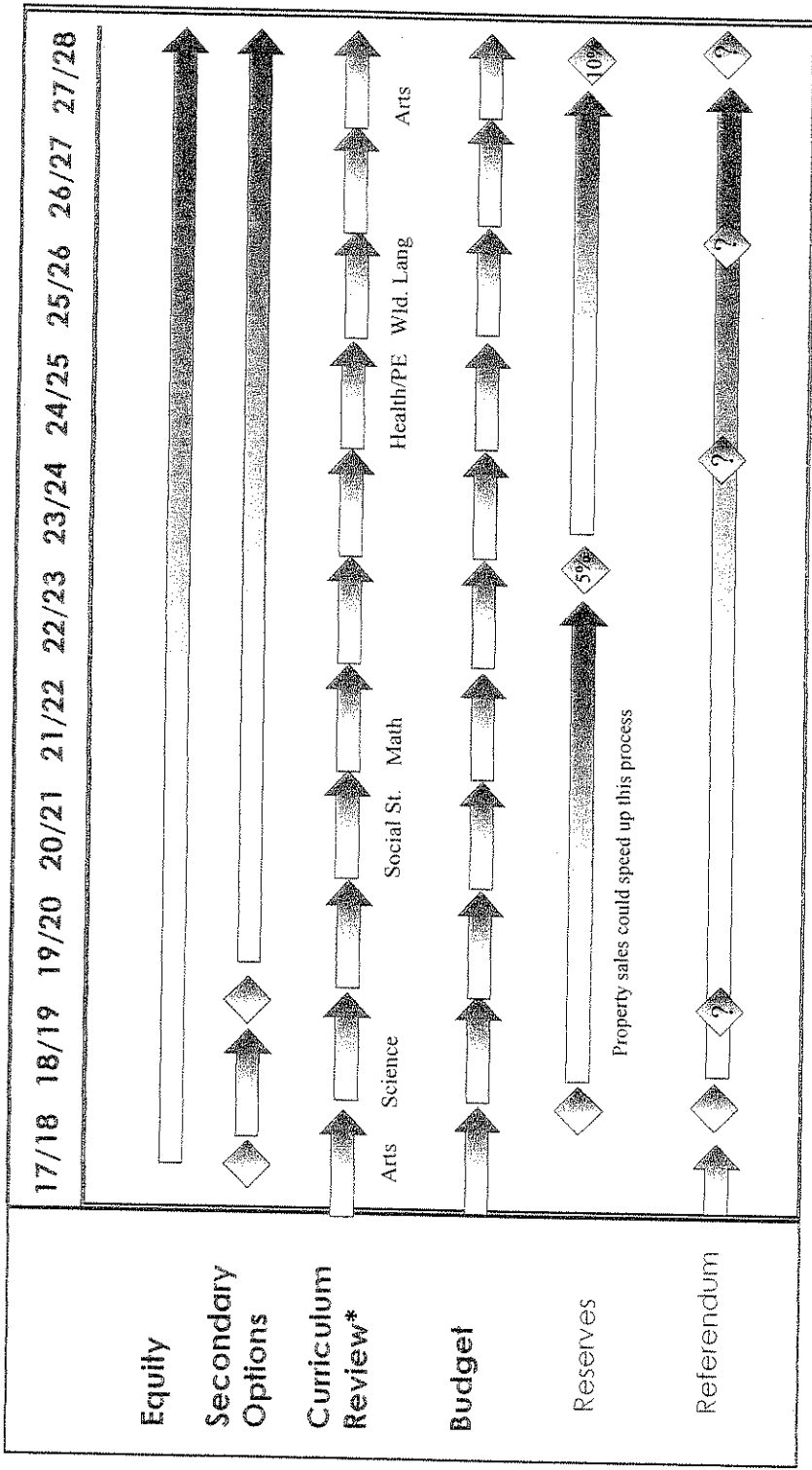
The cost of a survey is driven by two factors: sample size and questionnaire length. A study whose parameters are a maximum of 50 questions administered to a 625 household random sample of the Duluth School District would cost \$20,000.00. Each additional question unit beyond the initial allotment would be \$160.00.

As company policy, MLC requires one-half of the cost prior to the commencement of field work; the remainder is due upon delivery of the final written report.

If you require any further information from us, feel free to contact me. We look forward to the opportunity to work with the Duluth School District.

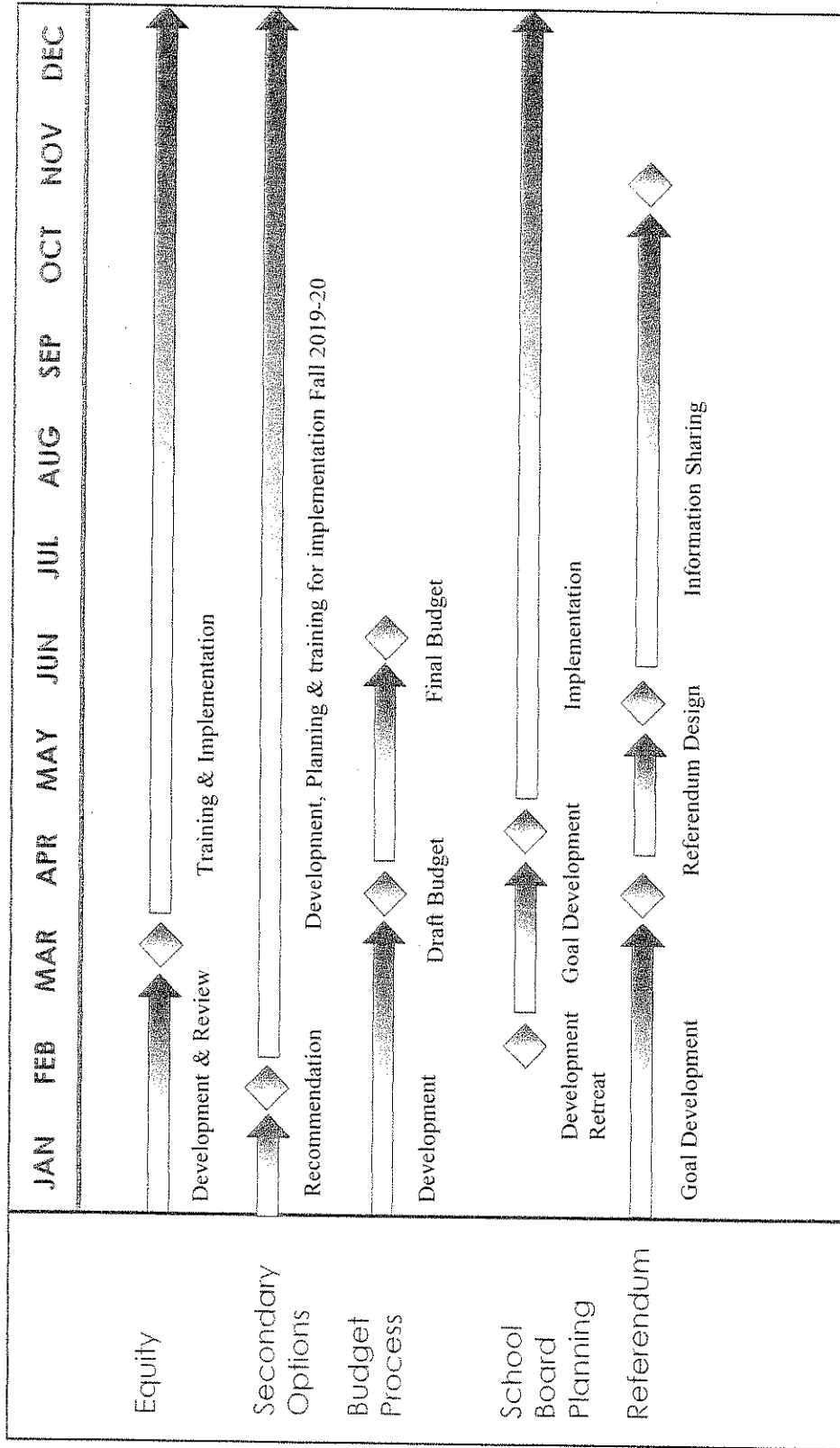
Sincerely,
Peter Leatherman
Managing Partner

ISD 709 Multi-year Planning




* 3 YR Process: 1) Review; 2) Assess, Adapt or Adopt; 3) Implement and Monitor

ISD 709 Planning Processes



Memorandum

To: ISD 709 School Board
Mr. Douglas Hasler, CFO

From: Dave Spooner 
Manager of Facilities

Date: January 3, 2018

Re: Change Order #1 – General Construction Change Orders as Per Attached - Krause Anderson Construction Company / NJPA -Gordian ezIQC Contract for Rockridge School

An Agreement with Krause Anderson Construction Company to perform work as defined by plans and specifications create by Architectural Resources, Inc, procured through Gordian ezIQC, pursuant to terms and conditions of NJPA EZIQC Contract No MN02IR-042517-KRU, to renovate Rockridge School as per defined District needs and compliant with budget criteria was approved at the regular 2017 September School Board meeting. This agreement had a contract sum for the work defined in the AIA documents and Gordian ezIQC proposal of **\$2,470,766.98**.

To provide further clarification, this specific project to renovate Rockridge has a total budget of \$3,000,000. This amount includes any and all contracts, change orders, soft costs, permits, testing, fees, and any and all construction materials and labor.

Today I am bringing forth Change Order #1, in the amount of **\$77,745.77**, for your approval. This defined work in this change order has been done and is complete. The items, tasks, or work contained in this change order was expected and budget compliant. As stated above, the cost of this subsequent work in Change Order #1 is based on NJPA contract pricing, which has been previously bid and is available for all MN NJPA participants. With this change order, the new amount of the construction contract with Krause Anderson Construction Company is **\$2,548,512.45**.

In summary, all tasks or work done in Change Order #1 have been previously bid, and all costs associated

with this Change Order have been reviewed by Gordian eziQC, and fully comply with NJPA task criteria. In addition, ARI, KA, and the owner have reviewed all costs and agree they are reasonable and appropriate for the work performed.

Authorizing me as your “Clerk of the Works” for construction projects, to grant approvals to proceed with these types of time sensitive changes is considered a standard practice. The alternative requires frequent, at least weekly, and in some cases daily, special meetings of the School Board to consider all issues that are encountered in the construction process that may result in additional cost or other changes to the School Boards previously approved construction contracts.

Recommendation:

I am recommending that the School Board approve Change Order #1 – Krause Anderson Construction Company / NJPA – Gordian eziQC, in the amount of **\$77,745.77**, for a new construction contract amount of **\$2,548,512.45**.

Attachments



Change Order

PROJECT: (Name and address)
Rockridge Elementary School Renovation
4849 Ivanhoe Street, Duluth, MN 55804

CONTRACT INFORMATION:
Contract For: Renovation
Date: 09/08/2017

CHANGE ORDER INFORMATION:
Change Order Number: 001
Date: 12/20/2017

OWNER: (Name and address)
Duluth Public Schools, ISD 709
215 North First Avenue East
Duluth, MN 55802

ARCHITECT: (Name and address)
Architectural Resources, Inc.
126 East Superior Street
Duluth, MN 55802

CONTRACTOR: (Name and address)
Kraus-Anderson Construction Company
3716 Oneota Street
Duluth, MN 55807

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Please see attached documents:

- Exhibit A: COR Detail List dated 12/19/17
- Exhibit B: Gordian Work Order dated 12/20/17

Table with 2 columns: Description and Amount. Rows include original contract sum (\$2,470,766.98), net change by previous orders (\$0.00), contract sum prior to change (\$2,470,766.98), increase by this change order (\$77,745.47), and new contract sum (\$2,548,512.45).

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be December 22, 2017

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Architectural Resources, Inc.
ARCHITECT (Firm name)
[Signature]
SIGNATURE
RYAN ERSPANDER - PRINCIPAL
PRINTED NAME AND TITLE
1-3-2018
DATE

Kraus-Anderson Construction Company
CONTRACTOR (Firm name)
[Signature]
SIGNATURE
JEFF HISAKA - VP, DOO
PRINTED NAME AND TITLE
12-21-17
DATE

Duluth Public Schools, ISD 709
OWNER (Firm name)
[Signature]
SIGNATURE
PRINTED NAME AND TITLE
DATE



**Project: Rockridge School Renovation (1722008-)
Owner Change Order Request Log**

COR	Reference	Description
1.00	RFI 01	PCO 02 RFI 01: Toilet 138 Sink Height
2.00	ASI 01	PCO 03 ASI 01 Frame Type F-11
3.00	PR 01	PCO 04 PR 01: Fencing Change
4.00	RFI 02	PCO 05 RFI 02: Exposed Ductwork Return
5.00	Revision #2-16-16-17-Draw	PCO 06 Revised Plans: Revision #2-16-16-17
6.00	RFI 03	PCO 07 RFI 03: Door 128 Frames
7.00	PR 02	PCO 08 PR 02: Remodel Plan Area 'B'
8.00	RFI 04	PCO 09 RFI 04: Kitchen Hood Wall
9.00	RFI 06 PR 03	PCO 10 RFI 06 PR 03: Door 199
10.00	RFI 07	PCO 11 RFI 07: Room 149 and 158 Plumbing Fixtures
11.00	PR 04	PCO 12 PR 04: Boiler Room Insulation & Other Abatement Areas
12.00		PCO 13 Paging System Alteration
13.00	PR 05	PCO 14 PR 05: Chase around Plumbing in Room 119 Library
14.00	PR 06	PCO 15 PR 06: Finishing wall at Removed Display Case
15.00	RFI 10	PCO 16 RFI 10: Locker Latch Change & Locker Upgrade
16.00		PCO 17 Roof Patching for Mech/Elec Penetrations
17.00		PCO 18 Deduct for Permitting Fees Paid by School District
18.00	PR 07	PCO 19 Emergency Exit Lights
19.00	ASI 02	PCO 20 ASI 02: Leg of Fence Location
20.10		PCO 21 Additional HVAC to Office Areas

To be included in next Change Order

Total for project 1722008-

Work Order Signature Document

NJPA EZIQC Contract No.: MN02IR-042517-KRU	
<input type="checkbox"/> New Work Order	<input checked="" type="checkbox"/> Modify an Existing Work Order
Work Order Number: 050068.01	Work Order Date: <u>12/20/2017</u>
Owner PO No:	
Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1	
Owner Name: <u>Duluth Public Schools</u>	Contractor Name: <u>Kraus-Anderson Construction Company</u>
Contact: <u>David Spooner</u>	Contact: <u>Chad Rettke</u>
Phone: <u>218-336-8700</u>	Phone: <u>763-792-3670</u>
Work to be Performed	
Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of NJPA EZIQC Contract No MN02IR-042517-KRU.	
<u>Brief Work Order Description:</u>	
Duluth Rockridge School Renovation Supplemental 1	
Time of Performance	<i>See Schedule Section of the Detailed Scope of Work</i>
Duration	
Liquidated Damages	Will apply: <input type="checkbox"/> Will not apply: <input checked="" type="checkbox"/>
Work Order Firm Fixed Price: \$77,745.47	
Owner Purchase Order Number:	

Approvals

Owner

Date

Jeff Swahn
Contractor

12-21-17
Date

Detailed Scope of Work

To: Chad Rettke
 Kraus-Anderson Construction Company
 8625 Rendova Street NE
 Circle Pines, MN 55014
 763-792-3670

From: David Spooner
 Duluth Public Schools
 215 N. 1st Ave E
 Duluth, MN 55802
 218-336-8700

Date Printed: December 20, 2017

Work Order Number: 050068.01

Owner PO No:

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Brief Scope: Duluth Rockridge School Renovation Supplemental 1

Preliminary

Revised

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Project: Rockridge School Renovation (1722008-)

Owner Change Order Request Log

COR Reference Description

- 1.00 RFI 01 PCO 02 RFI 01: Toilet 138 Sink Height
- 2.00 ASI 01 PCO 03 ASI 01 Frame Type F-11
- 3.00 PR 01 PCO 04 PR 01: Fencing Change
- 4.00 RFI 02 PCO 05 RFI 02: Exposed Ductwork Return
- 5.00 To be included in next Change Order
- 6.00 RFI 03 PCO 07 RFI 03: Door 128 Frames
- 7.00 PR 02 PCO 08 PR 02: Remodel Plan Area 'B'
- 8.00 RFI 04 PCO 09 RFI 04: Kitchen Hood Wall
- 9.00 RFI 06 PR 03 PCO 10 RFI 06 PR 03: Door 199
- 10.00 RFI 07 PCO 11 RFI 07: Room 149 and 158 Plumbing Fixtures
- 11.00 PR 04 PCO 12 PR 04: Boiler Room Insulation & Other Abatement Areas
- 12.00 PCO 13 Paging System Alteration
- 13.00 PR 05 PCO 14 PR 05: Chase around Plumbing in Room 119 Library
- 14.00 PR 06 PCO 15 PR 06: Finishing wall at Removed Display Case
- 15.00 RFI 10 PCO 16 RFI 10: Locker Latch Change & Locker Upgrade
- 16.00 PCO 17 Roof Patching for Mech/Elec Penetrations
- 17.00 PCO 18 Deduct for Permitting Fees Paid by School District
- 18.00 PR 07 PCO 19 Emergency Exit Lights
- 19.00 ASI 02 PCO 20 ASI 02: Leg of Fence Location
- 20.00 PCO 21 Additional HVAC to Office Areas

Detailed Scope of Work Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1


Contractor

12-21-17
Date

Owner

Date

Contractor's Price Proposal - Summary

67

Date: December 20, 2017

Re: IQC Master Contract #: MN02IR-042517-KRU
Work Order #: 050068.01
Owner PO #:
Title: Duluth Public Schools Rockridge School Renovation Supplemental 1
Contractor: Kraus-Anderson Construction Company
Proposal Value: \$77,745.47

COR 00	-18,810.57
COR 01	\$1,454.47
COR 02	\$591.50
COR 03	\$1,974.00
COR 04	\$1,598.95
COR 05	\$4,986.64
COR 07	-\$1,037.77
COR 10	\$4,813.47
COR 11	\$15,752.31
COR 12	-\$11,945.47
COR 13	\$890.07
COR 14	\$1,537.19
COR 15	\$13,344.97
COR 16	\$3,545.47
COR 17	-\$13,195.08
COR 20	\$72,245.31
Proposal Total	\$77,745.47

Contractor's Price Proposal - Detail

Date: December 20, 2017

Re: IQC Master Contract #: MN02IR-042517-KRU
 Work Order #: 050068.01
 Owner PO #:
 Title: Duluth Public Schools Rockridge School Renovation Supplemental 1
 Contractor: Kraus-Anderson Construction Company
 Proposal Value: \$77,745.47

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 00						
7	11 41 23 00 0012		EA	8' x 12' Walk-in Refrigerated Box, 7'-6" High With 10 Gauge Smooth Aluminum Floor, Galvalume Exterior And Interior Panels (Walls And Ceiling), 36" x 78" Hinged Door	\$14,680.54	
				Installation		
				Quantity	Unit Price	
				1.00 x	10,650.42 x	
					Factor =	
					Total	
					14,680.54	
				Kitchen Freezer		
2	11 41 23 00 0221		EA	1/2 HP Low Temperature Hermetic System Pre-Assembled Outdoor R404a, 208/230 Volt, 1 Phase, 60 Hertz	\$4,138.00	
				Installation		
				Quantity	Unit Price	
				1.00 x	3,002.03 x	
					Factor =	
					Total	
					4,138.00	
				Outdoor condenser		
3	11 52 33 00 0012		EA	75" HD Television, LED, 1920x1080 With WI-FI Includes 4 - HDMI, 3 - USB, 1 - component input.	-\$39,020.08	
				Installation		
				Quantity	Unit Price	
				-12.00 x	2,359.02 x	
					Factor =	
					Total	
					-39,020.08	
				Owner purchased TV's		
4	27 14 13 16 0275		MLF	2-Pair 24 AWG, Category 3, Indoor Telecommunications Riser Cable, Installed Exposed	\$1,390.97	
				Installation		
				Quantity	Unit Price	
				0.95 x	1,062.23 x	
					Factor =	
					Total	
					1,390.97	
				HDMI cables from Teachers station to TV		

Subtotal for COR 00 **-\$18,810.57**

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 01						
5	02 41 19 13 0306		SF	6" Thick Concrete Block Wall Cutouts, <24 SF	\$141.34	
				Installation		
				Quantity	Unit Price	
				6.00 x	17.09 x	
					Factor =	
					Total	
					141.34	
				Cut Wall for Sink height Change		
6	05 75 00 00 0016		SF	0.0375" Thick (20 Gauge) 304 Brushed Stainless Steel Sheet, Installed On Walls	\$197.28	
				Installation		
				Quantity	Unit Price	
				8.00 x	17.89 x	
					Factor =	
					Total	
					197.28	
				Stainless Steel Backer to cover wall cuts		
7	22 01 40 81 0005		EA	Single Bowl Sink/Lavatory Drain Line Replacement	\$63.05	
				Installation		
				Quantity	Unit Price	
				2.00 x	22.87 x	
					Factor =	
					Total	
					63.05	
				New Drain line		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 01						
8	22 42 16 16 0065		EA	Removal And Reinstallation Of Wall Hung Service Sink With Faucet	\$596.13	
				Installation	Quantity 2.00 x Unit Price 216.24 x Factor 1.3784 = Total 596.13	
				Rework plumbing at sink height change		
9	22 42 39 00 0154		EA	1-1/2" Chrome Plated Cast P-Trap With Or Without Cleanout	\$220.30	
				Installation	Quantity 2.00 x Unit Price 79.91 x Factor 1.3784 = Total 220.30	
				New P-traps		
10	22 42 39 00 0157		EA	Soft Lavatory Drainline Guard And Shutoff Covers (IPS Truebro Soft-Guard Plus)	\$107.90	
				Installation	Quantity 2.00 x Unit Price 39.14 x Factor 1.3784 = Total 107.90	
				New plumbing protection ADA		
11	22 42 39 00 0162		EA	Removal And Reinstallation Of Faucet	\$128.47	
				Installation	Quantity 2.00 x Unit Price 46.60 x Factor 1.3784 = Total 128.47	
				Faucet plumbing reinstallation		
Subtotal for COR 01					\$1,454.47	

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 02						
12	08 81 23 23 0015		SF	1/4" Thick, Tempered, Clear Float Field Installed Glass	\$591.50	
				Installation	Quantity 32.00 x Unit Price 13.41 x Factor 1.3784 = Total 591.50	
Subtotal for COR 02					\$591.50	

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 03						
13	01 22 23 00 0117		DAY	185 CFM Diesel Powered Portable Air Compressor	\$249.92	
				Installation	Quantity 1.00 x Unit Price 181.31 x Factor 1.3784 = Total 249.92	
				Compressor for Posts		
14	05 14 16 00 0010		LF	1-1/4" x 1-1/4" Aluminum Tubing, 1/8" Wall Thickness	\$3,029.72	
				Installation	Quantity 200.00 x Unit Price 10.99 x Factor 1.3784 = Total 3,029.72	
				Fencing Aluminum Top Cap		
15	32 31 13 13 0082		LF	2-1/2" Outside Diameter Galvanized Steel Post, Up To 6' In Length	\$265.92	
				Installation	Quantity 26.00 x Unit Price 7.42 x Factor 1.3784 = Total 265.92	
				Steel Fence Posts		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
COR 03					
16	32 31 13 13 0082	0137	MOD	For Each Top Rail Fitting, Add	\$48.38
				Installation	
			Quantity	Unit Price	Factor = Total
			26.00 x	1.35 x	1.3784 = 48.38
17	32 31 13 13 0082	0152	MOD	For SS40 (Hot-Dip Galvanized And Chromated), Add	\$38.35
				Installation	
			Quantity	Unit Price	Factor = Total
			26.00 x	1.07 x	1.3784 = 38.35
18	32 31 13 13 0082	0157	MOD	For Schedule 80, Add	\$84.58
				Installation	
			Quantity	Unit Price	Factor = Total
			26.00 x	2.36 x	1.3784 = 84.58
19	32 31 13 13 0121		EA	32" Driven Post Support For 2-3/8" Round Chain Link Fence PostOZ-Post ISW-850.	\$1,520.62
				Installation	
			Quantity	Unit Price	Factor = Total
			26.00 x	42.43 x	1.3784 = 1,520.62
				Steel Fence Post bases	
20	32 31 13 13 0147		LF	6' Galvanized Chain Link Fence, 9 Gauge Coiled Spring Mesh, Top And Bottom Rails, 2-1/2" Line Post At 10' On Center, 3" Corner Post	-\$5,794.79
				Installation	
			Quantity	Unit Price	Factor = Total
			-200.00 x	21.02 x	1.3784 = -5,794.79
				City required Cedar Fencing	
21	32 31 13 13 0219		LF	6' High Fence, Vinyl Plastic Fence Insert	-\$2,310.20
				Installation	
			Quantity	Unit Price	Factor = Total
			-200.00 x	8.38 x	1.3784 = -2,310.20
				City Required Cedar Fencing	
22	32 31 29 00 0018		LF	Board Fence, 3 - 2" x 4" Rails, 6' High 1" x 4" #1 Grade Cedar	\$4,490.83
				Installation	
			Quantity	Unit Price	Factor = Total
			200.00 x	16.29 x	1.3784 = 4,490.83
				City of Duluth Require Cedar Fence	
23	32 31 29 00 0018	0250	MOD	For Fastening With Screws Instead Of Nails, Add	\$350.67
				Installation	
			Quantity	Unit Price	Factor = Total
			240.00 x	1.06 x	1.3784 = 350.66

Subtotal for COR 03

\$1,974.00

Sect.	Item	Modifier	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
COR 04					
24	23 31 13 13 0003		LB	Sheet Metal Ductwork, Low Pressure, Field Fabricated, Galvanized, Field Assemble And Install	\$234.60
				Installation	
			Quantity	Unit Price	Factor = Total
			0.00 x	5.96 x	1.3784 = 0.00
			Demolition		
			115.00 x	1.48 x	1.3784 = 234.60
				Demo Duct work	
25	23 31 13 13 0003	0153	MOD	For Work In Restricted Working Space, Add	\$231.43
				Installation	
			Quantity	Unit Price	Factor = Total
			115.00 x	1.46 x	1.3784 = 231.43

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 04						
26	23 31 13 13 0003		LB	Sheet Metal Ductwork, Low Pressure, Field Fabricated, Galvanized, Field Assemble And Install	\$451.84	
			Installation	Quantity 55.00 x Unit Price 5.96 x Factor 1.3784 = Total 451.84		
27	23 31 13 13 0003 0140		MOD	For Up To 200, Add	\$160.72	
			Installation	Quantity 55.00 x Unit Price 2.12 x Factor 1.3784 = Total 160.72		
28	23 31 13 13 0003 0153		MOD	For Work In Restricted Working Space, Add	\$110.69	
			Installation	Quantity 55.00 x Unit Price 1.46 x Factor 1.3784 = Total 110.69		
29	23 37 13 00 0090		EA	36" x 24" Single Deflection Return/Exhaust Register, Aluminum, Opposed Blade Damper, Wall/Ceiling	\$409.67	
			Installation	Quantity 1.00 x Unit Price 297.21 x Factor 1.3784 = Total 409.67		
Subtotal for COR 04					\$1,598.95	

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 05						
30	09 51 13 00 0017		SF	2' x 2' x 5/8" Mineral Fiber Acoustical Ceiling Panels	\$2,217.71	
			Installation	Quantity 930.00 x Unit Price 1.41 x Factor 1.3784 = Total 1,807.50		
			Demolition	Quantity 930.00 x Unit Price 0.32 x Factor 1.3784 = Total 410.21		
31	09 53 23 00 0004		SF	2' x 2' Grid, 15/16" T Bar Ceiling Suspension System	\$2,768.93	
			Installation	Quantity 930.00 x Unit Price 1.89 x Factor 1.3784 = Total 2,422.81		
			Demolition	Quantity 930.00 x Unit Price 0.27 x Factor 1.3784 = Total 346.12		
Subtotal for COR 05					\$4,986.64	

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 07						
32	08 12 13 13 0041		EA	3' x 6'-8" Through 7'-2" High, 5-3/4" Deep, 16 Gauge, Knock Down Metal Door Frame	-\$344.93	
			Installation	Quantity -1.00 x Unit Price 250.24 x Factor 1.3784 = Total -344.93		
33	08 12 13 13 0041 0074		MOD	For Welded Frames, Add	-\$82.01	
			Installation	Quantity -1.00 x Unit Price 59.50 x Factor 1.3784 = Total -82.01		
34	08 14 16 00 0159		EA	3' x 7' x 1-3/4" Solid Core, Oak Or Maple Faced Door	-\$430.28	
			Installation	Quantity -1.00 x Unit Price 312.16 x Factor 1.3784 = Total -430.28		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
COR 07					
35	08 71 23 00 0027		PR	4-1/2" x 4-1/2" Heavy Duty, Full Mortise, Plain Bearing, Brass/Bronze, Satin Chrome Finish Hinge	-\$111.66
			Installation	Quantity -1.00 x Unit Price 81.01 x Factor 1.3784 = Total -111.66	
36	08 71 23 00 2285		EA	Heavy Duty Cylindrical Classroom Lockset F84Satin chrome plated US26D (BHMA 626) - BHMA 156.2-1989, Grade 1(Corbin Russwin CL 3600).	-\$358.58
			Installation	Quantity -1.00 x Unit Price 260.14 x Factor 1.3784 = Total -358.58	
37	09 22 16 13 0005		SF	4" Width, 16" On Center, 25 Gauge, Non Load Bearing, Non Structural Metal Stud Framing With Tracks And Runners	-\$184.15
			Installation	Quantity -80.00 x Unit Price 1.67 x Factor 1.3784 = Total -184.15	
38	09 29 00 00 0013		SF	5/8" Type X Fire Rated Gypsum Board	-\$227.16
			Installation	Quantity -160.00 x Unit Price 1.03 x Factor 1.3784 = Total -227.16	
39	09 29 00 00 0056		SF	Up To 10' High, Walls, Tape, Spackle And Finish Gypsum Board	-\$94.83
			Installation	Quantity -160.00 x Unit Price 0.43 x Factor 1.3784 = Total -94.83	
40	09 51 13 00 0018		SF	2' x 2' x 3/4" Mineral Fiber Acoustical Ceiling Panels	\$485.89
			Installation	Quantity 150.00 x Unit Price 2.35 x Factor 1.3784 = Total 485.89	
41	09 51 13 00 0018	0096	MOD	For >50 To 200, Add	\$74.43
			Installation	Quantity 150.00 x Unit Price 0.36 x Factor 1.3784 = Total 74.43	
42	09 53 23 00 0004		SF	2' x 2' Grid, 15/16" T Bar Ceiling Suspension System	\$390.78
			Installation	Quantity 150.00 x Unit Price 1.89 x Factor 1.3784 = Total 390.78	
43	09 53 23 00 0004	0129	MOD	For Individual Room Quantities <495, AddFor use with projects >500 SF	\$45.49
			Installation	Quantity 150.00 x Unit Price 0.22 x Factor 1.3784 = Total 45.49	
44	09 53 23 00 0004	0133	MOD	For >50 To 200, Add	\$90.97
			Installation	Quantity 150.00 x Unit Price 0.44 x Factor 1.3784 = Total 90.97	
45	09 91 23 00 0064		SF	Paint Interior Plaster/Drywall Walls, 2 Coats Paint, Brush/Roller Work	-\$213.93
			Installation	Quantity -160.00 x Unit Price 0.97 x Factor 1.3784 = Total -213.93	
46	09 91 23 00 0241		LF	Paint Interior Metal Door Frame And Trim, 2 Coats Paint, Brush/Roller Work	-\$77.80
			Installation	Quantity -34.00 x Unit Price 1.66 x Factor 1.3784 = Total -77.80	

Subtotal for COR 07 **-\$1,037.77**

Sect.	Item	Modifier	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
COR 10					

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description				Line Total
Labor	Equip.	Material	(Excluded if marked with an X)					
COR 10								
47	02 41 19 13 0306		SF	6" Thick Concrete Block Wall Cutouts, <24 SF				\$282.68
				Installation	Quantity	Unit Price	Factor	Total
					12.00	17.09	1.3784	282.68
				Cut Walls for plumbing moves				
48	05 75 00 00 0016		SF	0.0375" Thick (20 Gauge) 304 Brushed Stainless Steel Sheet, Installed On Walls				\$394.55
				Installation	Quantity	Unit Price	Factor	Total
					16.00	17.89	1.3784	394.55
				Stainless covers at Plumbing Moves				
49	10 26 23 00 0149		EA	Hugger Hanger, For 1/2" Copper Pipe				\$32.31
				Installation	Quantity	Unit Price	Factor	Total
					4.00	5.86	1.3784	32.31
50	22 01 40 81 0005		EA	Single Bowl Sink/Lavatory Drain Line Replacement				\$63.05
				Installation	Quantity	Unit Price	Factor	Total
					2.00	22.87	1.3784	63.05
				Room 149 & 158 move fixtures				
51	22 11 16 00 0350		LF	1/2" Hard Drawn Type L Copper Tube/Pipe				\$120.33
				Installation	Quantity	Unit Price	Factor	Total
					20.00	3.30	1.3784	90.97
				Demolition	Quantity	Unit Price	Factor	Total
					15.00	1.42	1.3784	29.36
52	22 11 16 00 0622		EA	1/2" Crimped Copper 90 Degree Elbow				\$141.67
				Installation	Quantity	Unit Price	Factor	Total
					8.00	11.10	1.3784	122.40
				Demolition	Quantity	Unit Price	Factor	Total
					2.00	6.99	1.3784	19.27
53	22 11 16 00 0661		EA	1/2" Crimped Copper Coupling				\$60.87
				Installation	Quantity	Unit Price	Factor	Total
					4.00	11.04	1.3784	60.87
54	22 11 16 00 0697		EA	1/2" Crimped Copper Cap				\$53.26
				Installation	Quantity	Unit Price	Factor	Total
					6.00	6.44	1.3784	53.26
55	22 11 16 00 0735		EA	Up To 1/2", Cut And Prepare Existing In Place Copper Pipe				\$64.18
				Installation	Quantity	Unit Price	Factor	Total
					8.00	5.82	1.3784	64.18
56	22 13 16 00 0011		LF	1-1/2" Aboveground No Hub Cast Iron Soil Pipe Assembly includes all fittings, couplings and hangers. Fittings are assumed every 10'. Not for use where detail is available.				\$195.87
				Installation	Quantity	Unit Price	Factor	Total
					10.00	14.21	1.3784	195.87
				Room 149 & 158 move fixtures				
57	22 13 16 00 0280		EA	1-1/2" No Hub Cast Iron Long Sweep				\$256.38
				Installation	Quantity	Unit Price	Factor	Total
					6.00	31.00	1.3784	256.38
				Room 149 & 158 move fixtures				
58	22 13 16 00 0396		EA	3" x 1-1/2 Or 1-1/4" No Hub Cast Iron Sanitary Tapped Tee				\$97.48
				Installation	Quantity	Unit Price	Factor	Total
					2.00	35.36	1.3784	97.48

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description				Line Total
Labor	Equip.	Material	(Excluded if marked with an X)					
COR 10								
59	22 13 16 00 0455		EA	2" No Hub Cast Iron Deep Seal P-Trap				\$263.05
				Installation	Quantity	Unit Price	Factor	Total
					4.00 x	47.71	1.3784 =	263.05
				Room 149 & 158 move fixtures				
60	22 13 16 00 0480		EA	1-1/2" Cast Iron Mechanical Joint Coupling With Neoprene Gasket And Bolts				\$82.10
				Installation	Quantity	Unit Price	Factor	Total
					4.00 x	14.89	1.3784 =	82.10
				Room 149 & 158 move fixtures				
61	22 13 16 00 0489		EA	Cut And Prepare 1-1/2" Cast Iron Pipe, No Hub				\$57.78
				Installation	Quantity	Unit Price	Factor	Total
					8.00 x	5.24	1.3784 =	57.78
				Room 149 & 158 move fixtures				
62	22 13 16 00 0489	0120	MOD	For Work In Restricted Working Space, Add				\$8.66
				Installation	Quantity	Unit Price	Factor	Total
					4.00 x	1.57	1.3784 =	8.66
63	22 42 16 13 0075		EA	Removal And Reinstallation Of Wall Hung Lavatory With Faucet				\$434.83
				Installation	Quantity	Unit Price	Factor	Total
					2.00 x	157.73	1.3784 =	434.83
64	22 42 39 00 0154		EA	1-1/2" Chrome Plated Cast P-Trap With Or Without Cleanout				\$440.59
				Installation	Quantity	Unit Price	Factor	Total
					4.00 x	79.91	1.3784 =	440.59
				New P-Traps				
65	22 42 39 00 0157		EA	Soft Lavatory Drainline Guard And Shutoff Covers (IPS Truebro Soft-Guard Plus)				\$107.90
				Installation	Quantity	Unit Price	Factor	Total
					2.00 x	39.14	1.3784 =	107.90
66	22 42 39 00 0162		EA	Removal And Reinstallation Of Faucet				\$128.47
				Installation	Quantity	Unit Price	Factor	Total
					2.00 x	46.60	1.3784 =	128.47
				Move sinks				
67	22 47 13 00 0056		EA	Stainless Steel, Single Wall Mounted Drinking Fountain (HAWS 1105)				\$831.59
				Installation	Quantity	Unit Price	Factor	Total
					2.00 x	201.10	1.3784 =	554.39
				Demo	Quantity	Unit Price	Factor	Total
					2.00 x	100.55	1.3784 =	277.20
				Demo and install only - no drinking fountains				
68	23 01 20 91 0010		EA	Up To 2" Freeze Pipe Using CO2 Kit				\$528.31
				Installation	Quantity	Unit Price	Factor	Total
					4.00 x	95.82	1.3784 =	528.31
				Freeze Pipes for cut in's				
69	23 05 23 00 0005		EA	1/2" 125 LB Threaded, Brazed Or Soldered Bronze Gate Valve				\$167.56
				Installation	Quantity	Unit Price	Factor	Total
					4.00 x	30.39	1.3784 =	167.56
Subtotal for COR 10								\$4,813.47

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
COR 11					
70	22 07 19 00 0014		LF	1/2" Diameter Pipe, 1" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	\$1,812.21
			Installation	Quantity 198.00 x Unit Price 6.64 x Factor 1.3784 = Total 1,812.21	
71	22 07 19 00 0014 0144		MOD	For Single Layer Of Felt Finish, Add	\$36.28
			Installation	Quantity 188.00 x Unit Price 0.14 x Factor 1.3784 = Total 36.28	
72	22 07 19 00 0015		LF	3/4" Diameter Pipe, 1" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	\$1,970.51
			Installation	Quantity 209.00 x Unit Price 6.84 x Factor 1.3784 = Total 1,970.51	
				5/8 and 3/4	
73	22 07 19 00 0015 0144		MOD	For Single Layer Of Felt Finish, Add	\$43.89
			Installation	Quantity 199.00 x Unit Price 0.16 x Factor 1.3784 = Total 43.89	
74	22 07 19 00 0016		LF	1" Diameter Pipe, 1" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	\$1,042.70
			Installation	Quantity 109.00 x Unit Price 6.94 x Factor 1.3784 = Total 1,042.70	
75	22 07 19 00 0016 0144		MOD	For Single Layer Of Felt Finish, Add	\$21.83
			Installation	Quantity 99.00 x Unit Price 0.16 x Factor 1.3784 = Total 21.83	
76	22 07 19 00 0017		LF	1-1/4" Diameter Pipe, 1" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	\$1,025.06
			Installation	Quantity 103.00 x Unit Price 7.22 x Factor 1.3784 = Total 1,025.06	
77	22 07 19 00 0017 0144		MOD	For Single Layer Of Felt Finish, Add	\$21.74
			Installation	Quantity 83.00 x Unit Price 0.19 x Factor 1.3784 = Total 21.74	
78	22 07 19 00 0018		LF	1-1/2" Diameter Pipe, 1" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	\$388.65
			Installation	Quantity 38.00 x Unit Price 7.42 x Factor 1.3784 = Total 388.65	
79	22 07 19 00 0018 0144		MOD	For Single Layer Of Felt Finish, Add	\$7.72
			Installation	Quantity 28.00 x Unit Price 0.20 x Factor 1.3784 = Total 7.72	
80	22 07 19 00 0019		LF	2" Diameter Pipe, 1" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	\$449.25
			Installation	Quantity 42.00 x Unit Price 7.76 x Factor 1.3784 = Total 449.25	
81	22 07 19 00 0019 0144		MOD	For Single Layer Of Felt Finish, Add	\$9.70
			Installation	Quantity 32.00 x Unit Price 0.22 x Factor 1.3784 = Total 9.70	
82	22 07 19 00 0020		LF	2-1/2" Diameter Pipe, 1" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	\$530.59
			Installation	Quantity 47.00 x Unit Price 8.19 x Factor 1.3784 = Total 530.59	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
COR 11					
83	22 07 19 00 0020	0144	MOD	For Single Layer Of Felt Finish, Add	\$12.24
			Installation	Quantity 37.00 x Unit Price 0.24 x Factor 1.3784 = Total 12.24	
84	22 07 19 00 0021		LF	3" Diameter Pipe, 1" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	\$1,096.93
			Installation	Quantity 92.00 x Unit Price 8.65 x Factor 1.3784 = Total 1,096.93	
				2 5/8 and 3	
85	22 07 19 00 0021	0144	MOD	For Single Layer Of Felt Finish, Add	\$30.52
			Installation	Quantity 82.00 x Unit Price 0.27 x Factor 1.3784 = Total 30.52	
86	22 07 19 00 0034		LF	2" Diameter Pipe, 1-1/2" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	\$1,029.20
			Installation	Quantity 74.00 x Unit Price 10.09 x Factor 1.3784 = Total 1,029.20	
87	22 07 19 00 0034	0144	MOD	For Single Layer Of Felt Finish, Add	\$29.03
			Installation	Quantity 54.00 x Unit Price 0.39 x Factor 1.3784 = Total 29.03	
88	22 07 19 00 0036		LF	3" Diameter Pipe, 1-1/2" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	\$1,490.16
			Installation	Quantity 99.00 x Unit Price 10.92 x Factor 1.3784 = Total 1,490.16	
89	22 07 19 00 0036	0144	MOD	For Single Layer Of Felt Finish, Add	\$60.04
			Installation	Quantity 99.00 x Unit Price 0.44 x Factor 1.3784 = Total 60.04	
90	22 07 19 00 0037		LF	4" Diameter Pipe, 1-1/2" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	\$99.82
			Installation	Quantity 6.00 x Unit Price 12.07 x Factor 1.3784 = Total 99.82	
91	22 07 19 00 0037	0144	MOD	For Single Layer Of Felt Finish, Add	\$4.14
			Installation	Quantity 6.00 x Unit Price 0.50 x Factor 1.3784 = Total 4.14	
92	22 07 19 00 0038		LF	6" Diameter Pipe, 1-1/2" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	\$57.77
			Installation	Quantity 3.00 x Unit Price 13.97 x Factor 1.3784 = Total 57.77	
93	22 07 19 00 0038	0144	MOD	For Single Layer Of Felt Finish, Add	\$2.40
			Installation	Quantity 3.00 x Unit Price 0.58 x Factor 1.3784 = Total 2.40	
94	22 07 19 00 1075		EA	1-3/4" ID, Polyvinyl Chloride (PVC) 90 Degree Elbow Insulation Jacketing	\$270.94
			Installation	Quantity 24.00 x Unit Price 8.19 x Factor 1.3784 = Total 270.94	
95	22 07 19 00 1076		EA	2" ID, Polyvinyl Chloride (PVC) 90 Degree Elbow Insulation Jacketing	\$297.05
			Installation	Quantity 25.00 x Unit Price 8.62 x Factor 1.3784 = Total 297.05	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 11						
96	22 07 19 00 1080		EA	3" ID, Polyvinyl Chloride (PVC) 90 Degree Elbow Insulation Jacketing	\$263.83	
				Installation		
				Quantity 20.00 x Unit Price 9.57 x Factor 1.3784 = Total 263.83		
97	22 07 19 00 1083		EA	4-1/8" ID, Polyvinyl Chloride (PVC) 90 Degree Elbow Insulation Jacketing	\$15.08	
				Installation		
				Quantity 1.00 x Unit Price 10.94 x Factor 1.3784 = Total 15.08		
98	22 07 19 00 1103		EA	1-3/4" ID, Polyvinyl Chloride (PVC) 45 Degree Elbow Insulation Jacketing	\$530.59	
				Installation		
				Quantity 47.00 x Unit Price 8.19 x Factor 1.3784 = Total 530.59		
99	22 07 19 00 1104		EA	2" ID, Polyvinyl Chloride (PVC) 45 Degree Elbow Insulation Jacketing	\$59.41	
				Installation		
				Quantity 5.00 x Unit Price 8.62 x Factor 1.3784 = Total 59.41		
100	22 07 19 00 1108		EA	3" ID, Polyvinyl Chloride (PVC) 45 Degree Elbow Insulation Jacketing	\$65.96	
				Installation		
				Quantity 5.00 x Unit Price 9.57 x Factor 1.3784 = Total 65.96		
101	33 31 11 00 0371		EA	4" Diameter x 4" Hub Tee Cast Iron Service Saddles With U Bolt	\$2,977.07	
				Installation		
				Quantity 20.00 x Unit Price 107.99 x Factor 1.3784 = Total 2,977.07		
				New hangers at Insulation replacement		
Subtotal for COR 11					\$15,752.31	

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 12						
102	27 14 13 16 0532		MLF	2/c #18 AWG, Stranded, Unshielded, Non-Plenum Rated, Speaker/Communications And Control Cable, Installed Exposed	-\$4,203.55	
				Installation		
				Quantity -3.00 x Unit Price 1,016.53 x Factor 1.3784 = Total -4,203.55		
				PA Speakers eliminated		
103	27 51 33 00 0019		EA	PA Speakers, Ceiling Speaker, 7-1/2" Diameter With 4" Speaker Area, Vinyl Clad Round Metal Grille	-\$7,741.92	
				Installation		
				Quantity -60.00 x Unit Price 93.61 x Factor 1.3784 = Total -7,741.92		
				PA Speakers eliminated		
Subtotal for COR 12					-\$11,945.47	

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 13						
104	09 22 16 13 0010		SF	3-5/8" Width, 16" On Center, 20 Gauge, Non Load Bearing, Non Structural Metal Stud Framing With Tracks And Runners	\$101.45	
				Installation		
				Quantity 40.00 x Unit Price 1.84 x Factor 1.3784 = Total 101.45		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
COR 13					
105	09 22 16 13 0010	0002	MOD	For Soffit, Columns Or Beams Up To 10' High, Add	\$54.03
				Installation	
				Quantity 40.00 x	
				Unit Price 0.98 x	
				Factor 1.3784 =	Total 54.03
106	09 22 16 13 0010	0007	MOD	For 12" On Center, Add	\$17.64
				Installation	
				Quantity 40.00 x	
				Unit Price 0.32 x	
				Factor 1.3784 =	Total 17.64
107	09 29 00 00 0013		SF	5/8" Type X Fire Rated Gypsum Board	\$56.79
				Installation	
				Quantity 40.00 x	
				Unit Price 1.03 x	
				Factor 1.3784 =	Total 56.79
108	09 29 00 00 0013	0038	MOD	For Times When The Shortest Distance From Corner Is <3', Add	\$19.85
				Installation	
				Quantity 40.00 x	
				Unit Price 0.36 x	
				Factor 1.3784 =	Total 19.85
109	09 29 00 00 0056		SF	Up To 10' High, Walls, Tape, Spackle And Finish Gypsum Board	\$47.42
				Installation	
				Quantity 80.00 x	
				Unit Price 0.43 x	
				Factor 1.3784 =	Total 47.42
110	09 29 00 00 0056	0041	MOD	For Up To 128, Add	\$17.64
				Installation	
				Quantity 80.00 x	
				Unit Price 0.16 x	
				Factor 1.3784 =	Total 17.64
				Tie in on existing wall	
111	09 29 00 00 0062		LF	Up To 10' High, Vertical Corners, Tape, Spackle And Finish Gypsum Board	\$36.80
				Installation	
				Quantity 30.00 x	
				Unit Price 0.89 x	
				Factor 1.3784 =	Total 36.80
112	09 29 00 00 0186		LF	1"R, Aluminum Extrusions, Outside Corner For Gypsum Board	\$46.04
				Installation	
				Quantity 10.00 x	
				Unit Price 3.34 x	
				Factor 1.3784 =	Total 46.04
113	09 29 00 00 0213		LF	1-1/2" R, Aluminum Extrusions, Inside Corner For Gypsum Board	\$113.58
				Installation	
				Quantity 20.00 x	
				Unit Price 4.12 x	
				Factor 1.3784 =	Total 113.58
114	09 91 23 00 0064		SF	Paint Interior Plaster/Drywall Walls, 2 Coats Paint, Brush/Roller Work	\$106.96
				Installation	
				Quantity 80.00 x	
				Unit Price 0.97 x	
				Factor 1.3784 =	Total 106.96
115	09 91 23 00 0064	0282	MOD	For Up To 100, Add	\$67.27
				Installation	
				Quantity 80.00 x	
				Unit Price 0.61 x	
				Factor 1.3784 =	Total 67.27
116	22 05 76 00 0020		EA	11-1/4" Diameter Wall Cover For Cleanout, Screwed	\$192.19
				Installation	
				Quantity 1.00 x	
				Unit Price 139.43 x	
				Factor 1.3784 =	Total 192.19
117	22 05 76 00 0020	0220	MOD	For Stainless Steel, Add	\$12.41
				Installation	
				Quantity 1.00 x	
				Unit Price 9.00 x	
				Factor 1.3784 =	Total 12.41
Subtotal for COR 13					\$890.07

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 14						
118	09 01 20 91 0006		SF	>16 To 32 SF, Cut And Patch Hole In Drywall To Match Existing Per location. See CSI section 09 29 00 00-0001 for "Gypsum Board" repairs > 32 SF.	\$1,027.94	
			Installation	Quantity 95.00 x Unit Price 7.85 x Factor 1.3784 = Total 1,027.94		
				Demo Display Case & Infill & Patch		
119	09 29 00 00 0056		SF	Up To 10' High, Walls, Tape, Spackle And Finish Gypsum Board	\$56.31	
			Installation	Quantity 95.00 x Unit Price 0.43 x Factor 1.3784 = Total 56.31		
120	09 29 00 00 0056 0041		MOD	For Up To 128, Add	\$18.75	
			Installation	Quantity 85.00 x Unit Price 0.16 x Factor 1.3784 = Total 18.75		
121	09 91 23 00 0064		SF	Paint Interior Plaster/Drywall Walls, 2 Coats Paint, Brush/Roller Work	\$334.26	
			Installation	Quantity 250.00 x Unit Price 0.97 x Factor 1.3784 = Total 334.26		
122	09 91 23 00 0064 0283		MOD	For >100 To 250, Add	\$99.93	
			Installation	Quantity 250.00 x Unit Price 0.29 x Factor 1.3784 = Total 99.93		
Subtotal for COR 14					\$1,537.19	

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 15						
123	10 51 13 00 0021		EA	12" x 12" x 72" Two Tier Institutional Or Corridor Locker	-\$14,834.62	
			Installation	Quantity -60.00 x Unit Price 179.37 x Factor 1.3784 = Total -14,834.62		
124	10 51 13 00 0021 0127		MOD	For 14 Gauge Doors, Add	-\$1,305.90	
			Installation	Quantity -60.00 x Unit Price 15.79 x Factor 1.3784 = Total -1,305.90		
125	10 51 13 00 0211		EA	12" Deep x 72" High, 16 Gauge End Panel	-\$111.73	
			Installation	Quantity -2.00 x Unit Price 40.53 x Factor 1.3784 = Total -111.73		
126	10 51 13 00 0240		EA	Built In Combination Lock	-\$3,973.10	
			Installation	Quantity -120.00 x Unit Price 24.02 x Factor 1.3784 = Total -3,973.10		
127	10 51 13 00 0271		EA	12" x 15" x 60" Two Tier, All-Welded Steel Locker	\$23,517.01	
			Installation	Quantity 61.00 x Unit Price 279.69 x Factor 1.3784 = Total 23,517.01		
128	10 51 13 00 0271 0002		MOD	For >50 To 100, Deduct	-\$2,254.25	
			Installation	Quantity 61.00 x Unit Price -26.81 x Factor 1.3784 = Total -2,254.25		
129	10 51 13 00 0297		EA	ADA Requirements For All Welded Lockers	\$0.00	
			Installation	Quantity 0.00 x Unit Price 65.55 x Factor 1.3784 = Total 0.00		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 15						
130	10 51 13 00 0299		EA	Solid Boxed End Panel For 15" Deep All Welded Lockers	\$2,023.44	
			Installation	Quantity 12.00 x Unit Price 122.33 x Factor 1.3784 = Total 2,023.44		
131	10 51 13 00 0300		EA	Recessed Trim For All Welded Lockers	\$6,244.80	
			Installation	Quantity 61.00 x Unit Price 74.27 x Factor 1.3784 = Total 6,244.80		
132	10 51 13 00 0301		EA	Built In Combination Lock For All Welded Lockers	\$4,039.32	
			Installation	Quantity 122.00 x Unit Price 24.02 x Factor 1.3784 = Total 4,039.32		
Subtotal for COR 15					\$13,344.97	

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 16						
133	07 22 16 00 0184		SF	Demolish >5" To 6" Average Thickness, Rigid Board Roofing Insulation	\$220.54	
			Installation	Quantity 500.00 x Unit Price 0.32 x Factor 1.3784 = Total 220.54		
			Roof Demo			
134	07 53 23 00 0012		SQ	60 Mil, Single Ply Ethylene Propylene Diene Monomer (EPDM) Roofing Membrane, Mechanically Fastened Includes fasteners.	\$1,282.53	
			Installation	Quantity 5.00 x Unit Price 154.37 x Factor 1.3784 = Total 1,063.92		
			Demolition	Quantity 5.00 x Unit Price 31.72 x Factor 1.3784 = Total 218.61		
			Roof Patching			
135	07 53 23 00 0012 0102		MOD	For Up To 10, Add	\$182.84	
			Installation	Quantity 5.00 x Unit Price 26.53 x Factor 1.3784 = Total 182.84		
			Patching			
136	07 53 23 00 0012 0107		MOD	For Low Slope Fire Rated, Add	\$29.77	
			Installation	Quantity 5.00 x Unit Price 4.32 x Factor 1.3784 = Total 29.77		
			Sloped, but not fire rated			
137	07 53 23 00 0020		EA	6" Diameter, Prefabricated Ethylene Propylene Diene Monomer (EPDM) Penetration Pocket Includes attaching the pocket to the membrane, sealing around the penetration and filling the pocket with pourable sealer.	\$1,336.33	
			Installation	Quantity 12.00 x Unit Price 80.79 x Factor 1.3784 = Total 1,336.33		
138	07 53 23 00 0022		SF	Ethylene Propylene Diene Monomer (EPDM) Membrane Base Flashing	\$220.54	
			Installation	Quantity 50.00 x Unit Price 3.20 x Factor 1.3784 = Total 220.54		
139	07 53 23 00 0023		SF	Ethylene Propylene Diene Monomer (EPDM) Membrane Curb Flashing	\$272.92	
			Installation	Quantity 50.00 x Unit Price 3.96 x Factor 1.3784 = Total 272.92		
Subtotal for COR 16					\$3,545.47	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 17						
140	01 22 16 00 0002		EA	Reimbursable Fees Reimbursable Fees will be paid to the contractor for eligible costs. The base cost of the Reimbursable Fee is \$1.00. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee (e.g. quantity of 125 = \$125.00 Reimbursable Fee). If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warrantee, expedited shipping costs, etc.). A copy of each receipt shall be submitted with the Price Proposal.	-\$13,195.08	
			Installation	Quantity -13,195.08 x Unit Price 1.00 x Factor 1.0000 = Total -13,195.08		
				Permit Fee Paid by District		
Subtotal for COR 17					-\$13,195.08	

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 20						
141	23 07 13 00 0014		SF	1-1/2" Type 150 (1.5 LB/CF) FSK Fiber Glass Duct Wrap Insulation	\$14,360.02	
			Installation	Quantity 2,793.00 x Unit Price 3.73 x Factor 1.3784 = Total 14,360.02		
				Duct Insulation		
142	23 07 13 00 0014 0499		MOD	For Work In Restricted Working Space, Add	\$3,426.39	
			Installation	Quantity 2,793.00 x Unit Price 0.89 x Factor 1.3784 = Total 3,426.39		
143	23 09 23 00 1014		EA	6" Diameter Round Low Leakage Volume Control Damper (Johnson Controls RCG06)	\$1,265.74	
			Installation	Quantity 9.00 x Unit Price 102.03 x Factor 1.3784 = Total 1,265.74		
144	23 09 23 00 1015		EA	8" Diameter Round Low Leakage Volume Control Damper (Johnson Controls RCG08)	\$1,266.36	
			Installation	Quantity 9.00 x Unit Price 102.08 x Factor 1.3784 = Total 1,266.36		
145	23 09 23 00 1016		EA	10" Diameter Round Low Leakage Volume Control Damper (Johnson Controls RCG10)	\$294.78	
			Installation	Quantity 2.00 x Unit Price 106.93 x Factor 1.3784 = Total 294.78		
146	23 09 23 00 1017		EA	12" Diameter Round Low Leakage Volume Control Damper (Johnson Controls RCG12)	\$466.99	
			Installation	Quantity 3.00 x Unit Price 112.93 x Factor 1.3784 = Total 466.99		
147	23 09 23 00 1018		EA	14" Diameter Round Low Leakage Volume Control Damper (Johnson Controls RCG14)	\$180.46	
			Installation	Quantity 1.00 x Unit Price 130.92 x Factor 1.3784 = Total 180.46		
148	23 31 13 13 0006		LB	Sheet Metal Ductwork, Low Pressure, Shop Fabricated, Galvanized, Field Assemble And Install	\$9,291.79	
			Installation	Quantity 1,605.00 x Unit Price 4.20 x Factor 1.3784 = Total 9,291.79		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
COR 20					
149	23 31 13 13 0006	0143	MOD	For >1,000 To 2,000, Add	\$862.81
			Installation	Quantity 1,605.00 x Unit Price 0.39 x Factor 1.3784 = Total 862.81	
150	23 31 13 13 0006	0153	MOD	For Work In Restricted Working Space, Add	\$1,637.13
			Installation	Quantity 1,605.00 x Unit Price 0.74 x Factor 1.3784 = Total 1,637.13	
151	23 31 13 16 0005		LF	6", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Duct	\$2,547.28
			Installation	Quantity 352.00 x Unit Price 5.25 x Factor 1.3784 = Total 2,547.28	
152	23 31 13 16 0007		LF	8", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Duct	\$489.28
			Installation	Quantity 51.00 x Unit Price 6.96 x Factor 1.3784 = Total 489.28	
153	23 31 13 16 0008		LF	10", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Duct	\$116.34
			Installation	Quantity 10.00 x Unit Price 8.44 x Factor 1.3784 = Total 116.34	
154	23 31 13 16 0009		LF	12", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Duct	\$461.82
			Installation	Quantity 32.00 x Unit Price 10.47 x Factor 1.3784 = Total 461.82	
155	23 31 13 16 0010		LF	14", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Duct	\$420.80
			Installation	Quantity 24.00 x Unit Price 12.72 x Factor 1.3784 = Total 420.80	
156	23 31 13 16 0011		LF	16", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Duct	\$439.16
			Installation	Quantity 18.00 x Unit Price 17.70 x Factor 1.3784 = Total 439.16	
157	23 31 13 16 0029		EA	6", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round 90 Degree Elbow	\$1,230.65
			Installation	Quantity 37.00 x Unit Price 24.13 x Factor 1.3784 = Total 1,230.65	
158	23 31 13 16 0029	0123	MOD	For 24 Gauge, Add	\$53.04
			Installation	Quantity 37.00 x Unit Price 1.04 x Factor 1.3784 = Total 53.04	
159	23 31 13 16 0031		EA	8", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round 90 Degree Elbow	\$565.03
			Installation	Quantity 12.00 x Unit Price 34.16 x Factor 1.3784 = Total 565.03	
160	23 31 13 16 0032		EA	10", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round 90 Degree Elbow	\$191.96
			Installation	Quantity 3.00 x Unit Price 46.42 x Factor 1.3784 = Total 191.96	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
COR 20						
161	23 31 13 16 0033	EA		12", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round 90 Degree Elbow	\$185.53	
		Installation	Quantity	Unit Price	Factor	Total
			2.00 x	67.30 x	1.3784 =	185.53
162	23 31 13 16 0041	EA		6", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round 45 Degree Elbow	\$29.93	
		Installation	Quantity	Unit Price	Factor	Total
			1.00 x	21.71 x	1.3784 =	29.93
163	23 31 13 16 0043	EA		8", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round 45 Degree Elbow	\$87.20	
		Installation	Quantity	Unit Price	Factor	Total
			2.00 x	31.63 x	1.3784 =	87.20
164	23 31 13 16 0045	EA		12", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round 45 Degree Elbow	\$260.60	
		Installation	Quantity	Unit Price	Factor	Total
			3.00 x	63.02 x	1.3784 =	260.60
165	23 31 13 16 0057	EA		12", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Tee	\$2,824.34	
		Installation	Quantity	Unit Price	Factor	Total
			20.00 x	102.45 x	1.3784 =	2,824.34
166	23 31 13 16 0057	EA		12", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Tee	\$564.87	
		Installation	Quantity	Unit Price	Factor	Total
			4.00 x	102.45 x	1.3784 =	564.87
167	23 31 13 16 0058	EA		14", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Tee	\$1,839.63	
		Installation	Quantity	Unit Price	Factor	Total
			9.00 x	148.29 x	1.3784 =	1,839.63
168	23 31 13 16 0059	EA		16", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Tee	\$1,877.08	
		Installation	Quantity	Unit Price	Factor	Total
			7.00 x	194.54 x	1.3784 =	1,877.08
169	23 31 13 16 0065	EA		6", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Connector	\$433.70	
		Installation	Quantity	Unit Price	Factor	Total
			24.00 x	13.11 x	1.3784 =	433.70
170	23 31 13 16 0067	EA		8", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Connector	\$127.53	
		Installation	Quantity	Unit Price	Factor	Total
			6.00 x	15.42 x	1.3784 =	127.53
171	23 31 13 16 0068	EA		10", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Connector	\$105.20	
		Installation	Quantity	Unit Price	Factor	Total
			4.00 x	19.08 x	1.3784 =	105.20
172	23 31 13 16 0069	EA		12", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Connector	\$210.32	
		Installation	Quantity	Unit Price	Factor	Total
			6.00 x	25.43 x	1.3784 =	210.32

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total		
Labor	Equip.	Material	(Excluded if marked with an X)				
COR 20							
173	23 31 13 16 0070		EA	14", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Connector	\$321.33		
				Quantity	Unit Price	Factor	Total
			Installation	8.00 x	29.14 x	1.3784 =	321.33
174	23 31 13 16 0071		EA	16", 26 Gauge, Factory Fabricated, Field Installed, Low Pressure, Galvanized Sheet Metal Round Connector	\$310.21		
				Quantity	Unit Price	Factor	Total
			Installation	7.00 x	32.15 x	1.3784 =	310.21
175	23 31 13 16 0143		EA	12" x 10" 26 Gauge, Slip Joint, Galvanized, Spiral Duct Reducer	\$547.06		
				Quantity	Unit Price	Factor	Total
			Installation	4.00 x	99.22 x	1.3784 =	547.06
176	23 31 13 16 0144		EA	14" x 12" 26 Gauge, Slip Joint, Galvanized, Spiral Duct Reducer	\$2,394.45		
				Quantity	Unit Price	Factor	Total
			Installation	16.00 x	108.57 x	1.3784 =	2,394.45
177	23 31 13 16 0167		EA	12" 26 Gauge, Slip Joint, Galvanized, Spiral Duct Cap	\$70.90		
				Quantity	Unit Price	Factor	Total
			Installation	1.00 x	51.44 x	1.3784 =	70.90
178	23 31 13 16 0168		EA	14" 26 Gauge, Slip Joint, Galvanized, Spiral Duct Cap	\$77.48		
				Quantity	Unit Price	Factor	Total
			Installation	1.00 x	56.21 x	1.3784 =	77.48
179	23 31 13 16 0169		EA	16" 26 Gauge, Slip Joint, Galvanized, Spiral Duct Cap	\$89.66		
				Quantity	Unit Price	Factor	Total
			Installation	1.00 x	65.05 x	1.3784 =	89.66
180	23 33 46 00 0004		LF	6" Diameter Flexible Duct, R4.2 Insulated With Polyester Inner Liner And Metallized Outer Jacket	\$1,515.07		
				Quantity	Unit Price	Factor	Total
			Installation	247.00 x	4.45 x	1.3784 =	1,515.07
181	23 33 46 00 0006		LF	8" Diameter Flexible Duct, R4.2 Insulated With Polyester Inner Liner And Metallized Outer Jacket	\$1,006.34		
				Quantity	Unit Price	Factor	Total
			Installation	117.00 x	6.24 x	1.3784 =	1,006.34
182	23 33 46 00 0007		LF	10" Diameter Flexible Duct, R4.2 Insulated With Polyester Inner Liner And Metallized Outer Jacket	\$316.99		
				Quantity	Unit Price	Factor	Total
			Installation	29.00 x	7.93 x	1.3784 =	316.99
183	23 33 46 00 0008		LF	12" Diameter Flexible Duct, R4.2 Insulated With Polyester Inner Liner And Metallized Outer Jacket	\$74.16		
				Quantity	Unit Price	Factor	Total
			Installation	5.00 x	10.76 x	1.3784 =	74.16
184	23 33 46 00 0009		LF	14" Diameter Flexible Duct, R4.2 Insulated With Polyester Inner Liner And Metallized Outer Jacket	\$237.07		
				Quantity	Unit Price	Factor	Total
			Installation	13.00 x	13.23 x	1.3784 =	237.07
185	23 33 46 00 0016		EA	6" Diameter Flexible Duct Collar, Spin In Type, Sheet Metal, With Damper	\$1,343.69		
				Quantity	Unit Price	Factor	Total
			Installation	33.00 x	29.54 x	1.3784 =	1,343.69

Contractor's Price Proposal - Detail Continues..

Work Order Number: 050068.01

Work Order Title: Duluth Public Schools Rockridge School Renovation Supplemental 1

Sect.	Item	Modifier	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
COR 20					
186	23 33 46 00 0018		EA	8" Diameter Flexible Duct Collar, Spin In Type, Sheet Metal, With Damper	\$55.11
				Installation	
				Quantity 1.00 x	Unit Price 39.98 x
				Factor 1.3784 =	Total 55.11
187	23 33 46 00 0019		EA	10" Diameter Flexible Duct Collar, Spin In Type, Sheet Metal, With Damper	\$64.84
				Installation	
				Quantity 1.00 x	Unit Price 47.04 x
				Factor 1.3784 =	Total 64.84
188	23 33 46 00 0020		EA	12" Diameter Flexible Duct Collar, Spin In Type, Sheet Metal, With Damper	\$73.37
				Installation	
				Quantity 1.00 x	Unit Price 53.23 x
				Factor 1.3784 =	Total 73.37
189	23 33 46 00 0021		EA	14" Diameter Flexible Duct Collar, Spin In Type, Sheet Metal, With Damper	\$87.20
				Installation	
				Quantity 1.00 x	Unit Price 63.26 x
				Factor 1.3784 =	Total 87.20
190	23 33 46 00 0022		EA	16" Diameter Flexible Duct Collar, Spin In Type, Sheet Metal, With Damper	\$95.03
				Installation	
				Quantity 1.00 x	Unit Price 68.94 x
				Factor 1.3784 =	Total 95.03
191	23 37 13 00 0037		EA	24" x 24" Ceiling Diffuser, Louver Face, Adjustable Pattern, Surface Mounted, Aluminum Construction With Damper	\$7,994.11
				Installation	
				Quantity 38.00 x	Unit Price 152.62 x
				Factor 1.3784 =	Total 7,994.11
				Additional Ceiling Supply Diffusers 8 in base bid	
192	23 37 13 00 0037 0224		MOD	For Lay-In Mount, Add	\$985.25
				Installation	
				Quantity 38.00 x	Unit Price 18.81 x
				Factor 1.3784 =	Total 985.25
193	23 37 13 00 0077		EA	12" x 12" Single Deflection Return/Exhaust Register, Aluminum, Opposed Blade Damper, Wall/Ceiling	\$268.87
				Installation	
				Quantity 2.00 x	Unit Price 97.53 x
				Factor 1.3784 =	Total 268.87
194	23 37 13 00 0081		EA	24" x 12" Single Deflection Return/Exhaust Register, Aluminum, Opposed Blade Damper, Wall/Ceiling	\$4,969.19
				Installation	
				Quantity 24.00 x	Unit Price 150.21 x
				Factor 1.3784 =	Total 4,969.19
195	23 37 13 00 0083		EA	24" x 24" Single Deflection Return/Exhaust Register, Aluminum, Opposed Blade Damper, Wall/Ceiling	\$751.28
				Installation	
				Quantity 3.00 x	Unit Price 181.68 x
				Factor 1.3784 =	Total 751.28
196	23 37 13 00 0253		EA	18" x 8" 4-Way Adjustable Wall Supply Grille, Adjustable Deflection, Aluminum Construction	\$482.88
				Installation	
				Quantity 2.00 x	Unit Price 175.16 x
				Factor 1.3784 =	Total 482.88
Subtotal for COR 20					\$72,245.31
Proposal Total					\$77,745.47

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

RESOLUTION

Acceptance of Donations to Duluth Public Schools

WHEREAS, Minnesota Statute 465.03 requires a school district to accept donations by resolution expressed in the terms prescribed by the donor in full; and,

WHEREAS, acceptance of the donations in accordance with the donor's terms is in the best interest of the Duluth Public Schools:

NOW, THEREFORE, BE IT RESOLVED that the Duluth Public Schools does accept the below-described donations from said organizations in accordance with the terms set forth herein.

BE IT FURTHER RESOLVED that the Duluth Public Schools wishes to extend its grateful appreciation to these various individuals and organizations.

SCHOOL	DONOR	AMOUNT	RESTRICTION
ALC	Linda Blair	In Kind	None
ALC	Scott Forbort	\$100.00	ALC holiday auction
Child Nutrition	Anonymous	\$300.00	Apply to unpaid lunch balances at middle/ high schools
Child Nutrition	Anonymous	\$200.00	Apply to unpaid lunch balances at Homecroft Elementary
Child Nutrition	Anonymous	\$25.00	Apply to unpaid lunch balances
Congdon	Tom / Bonnie Johnson	\$500.00	Destination Imagination
Denfeld	Christian Eggert Violins	In Kind	Orchestra
Denfeld	Northstar Ford	In Kind	None
Denfeld / East	Boldt Company	In Kind	Students enrolled in the Construction Program
Denfeld / East	United Piping, Inc.	In Kind	Students enrolled in the Construction Program
Denfeld / East	APi Group	In Kind	Students enrolled in the Construction Program
Denfeld / East	The Jamar Company	In Kind	Students enrolled in the Construction Program
Denfeld / East	Northland Construction	In Kind	Students enrolled in the Construction Program
East	Essentia Health Attn: Colleen Baggs	\$100.00	Sterling Strings
East	Full Circle Sr. Living (Diamond Willow)	\$100.00	Sterling Strings
East	Lynn Wegner	\$150.00	Sterling Strings
East	McCabe Forest Products	In Kind	Forest and Outdoor Program
East	North Shore Scenic RR	\$200.00	Sterling Strings
East	Rotary Club - Harbortown	\$250.00	Sterling Strings

SCHOOL	DONOR	AMOUNT	RESTRICTION
East	Scottish Rite	\$300.00	Sterling Strings
East	St. Anne's	\$200.00	Sterling Strings
East	Anne Whitworth / David Kirby	\$250.00	Girls' Swim Team
Laura MacArthur	Rotary Club No. 25 of Duluth	\$800.00	Prairie Fire, Jody Peck
Laura MacArthur	Rotary Club of Duluth Harbortown	\$700.00	Prairie Fire, Jody Peck
Lowell	Lowell Elementary PTA	\$2,656.06	Printer/Scanner system
Ordean-East	Bucket	\$141.00	Electric door at the garden area
Ordean-East	Bucket	\$146.00	Electric door at the garden area
Ordean-East	Buckets	\$7.00	Electric door at the garden area
Ordean-East	Buckets	\$99.00	Electric door at the garden area
Ordean-East	Daugherty Appliance	\$25.00	Robotics Club
Ordean-East	David / Stacey Stark	\$50.00	Robotics Club
Ordean-East	Dianna Sundahl / PG&E	\$498.00	Students use
Ordean-East	PG&E Employee Matching Fund	\$498.00	Students use
Ordean-East	Duluth-Superior Area Community Foundation	\$3,199.00	As per grant, Polly Tracey \$1,199.00 and Nathan Norman \$2,000.00
Ordean-East	EHS class of 1960	\$2,856.15	To purchase 6 benches
Ordean-East	Gregory / Jill Hilliard	\$50.00	Robotics Club
Ordean-East	Heartwood Construction Inc	\$50.00	Robotics Club
Ordean-East	Maren / Michael Sharland	\$50.00	Robotics Club
Ordean-East	Mary Amerman	\$50.00	Robotics Clubs
Ordean-East	Minnesota Power Employees Credit Union	\$500.00	Robotics Club
Ordean-East	Nathan / Jessica Funk	\$50.00	Robotics Club
Ordean-East	Nayyer / Qasim Mujeba	\$50.00	Robotics Club
Ordean-East	River Quest	\$250.00	River Quest for Gr. 6 for 2016-17
Piedmont	Arlayne Fremling	In Kind	Large rug for a teacher's classroom

RESOLUTION
Distribution of Compensatory Education Funds

WHEREAS, the Duluth Public Schools recognizes that to achieve the paramount community goal of increasing the preparedness, achievement and success for students who are presently underachieving, it is important that compensatory education funding be employed to meet the educational needs of these pupils. To that end, the School Board establishes the following parameters for expenditure of compensatory education revenue:

NOW THEREFORE BE IT RESOLVED that in FY 19, each of the 13 traditional school sites (Denfeld High School, Duluth East High School, Ordean Middle School, Lincoln Park Middle school, and Elementary Schools: Congdon, Homecroft, Lakewood, Lester Park, Lowell, Laura MacArthur, Myers-Wilkins, Piedmont, and Stowe) will receive at least 80% of the compensatory education revenue generated by the students at each site including ALC students attending the traditional school sites. Compensatory education allocations will include a portion designated as discretionary compensatory education funding for those schools which have traditionally received it.

BE IT FURTHER RESOLVED that in each of the subsequent two years, the minimum percentage of compensatory education revenue to be allocated to each of these 13 identified sites will be increased by five percent reaching 85% in FY 20 and 90% in FY21 and beyond.

RESOLUTION
2018 Legislative Platform

RESOLVED, by the School Board of Independent School District No. 709, St. Louis County, Minnesota, that the attached 2018 Duluth School District Legislative Platform be adopted.

Duluth Public Schools ISD 709 Profile

ISD 709 serves approximately 8,800 students in early childhood programs through grade 12. The district provides services to adults of all ages through the Area Learning Center and Community Education.

- 2 High Schools
- 1 Online High School
- 2 Middle Schools
- 9 Elementary Schools
- Birth to Age 5 programs
- Community Education for all ages
- 1 Transportation Office/Bus Garage
- 1 Area Learning Center with Adult Basic Education and offices for district administration and support staff
- Providing educational services and support to 8 alternative schools and community support programs

Total Students Grades K-12.....	8,333
High School Students Grades 9-12.....	2,900
Middle School Students Grades 6-8.....	1,716
Elementary Students Grades K-5.....	3,717
Birth to Age 5 Programs.....	1,193
Receiving Free/Reduced Price Lunch.....	3,514
Students of Color.....	1,922
Receiving Special Education Services.....	1,363

6,525 Students provided with school breakfast and lunch per day

7,350 Students provided with transportation services (includes non-public)

Maintaining 2,577,156 square feet of building space and 349 acres of school grounds

Legislative Platform 2018

90



ISD 709 Duluth Public Schools

Thank you for supporting these important issues during the 2018 legislative session. In the Duluth Public Schools we strive to reach every student every day. We all play a role in helping the young people of our community to be successful. Your efforts help to improve our schools, our community, and our future.

215 North 1st Avenue East
Duluth, Minnesota 55802

Bill Gronseth, Superintendent
218-336-8752
william.gronseth@isd709.org

Legislative Priorities

Special Education

The legislature continues to not fully meet funding commitments for special education made in state statute. Because of this, local districts are obligated to provide special education funding through a cross-subsidy from general fund dollars that would otherwise lower class sizes and provide more opportunities for students.

- Advocate for significant increases in federal special education funding and meaningful special education reforms at the federal and state levels
- Convene a task force to work on special education funding, specifically with a focus on the impacts of the new special education funding formulas, the projected cross-subsidy and recommendations with a timeline to eliminate the cross-subsidy

New Special Education Formula

A new Special Education funding formula was passed in 2015. This was a positive change, however, there were unintended consequences experienced during implementation by many school districts. The cap that was based on a single year. Districts such as Duluth which had significant changes in tuition adjustments for resident students served in charter schools, had a lower than expected special education revenue cap. There are several strategies that could correct this issue.

- Re-establish the cap based on a 3-5 year average
- Increase the amount charter schools are responsible for (currently 10% of unreimbursed expense)
- Provide opportunities for resident districts to participate in charter school IEP service planning (as is required for other districts, private and parochial schools)

Equity through School Based Early Education Programs

The statewide investment from the legislature in pre-kindergarten programming is helping to increase kindergarten readiness and to decrease the achievement gap. To provide equitable opportunities for all students, these programs must be expanded.

- Fully fund the expansion of school-based early education programs allowing school district flexibility in implementation and design to best meet the needs of the local community.

Former Duluth Central High School

In 2015, the legislature provided an opportunity for tax abatement for the development of the former Duluth Central High School site. While this was an attractive incentive, other challenges with the site prevented development. There is a renewed partnership with the City of Duluth and Saint Louis County to partner in supporting the development of this site. Reconfirming support for **SF3573 & HF3926 (2015-16)** will further these efforts.

- Provide incentive for the development of the former Central High School site with tax abatement on services and materials for up to \$5M.

Mental Health Professionals

Essential mental health professionals have been reduced in an effort to maintain reasonable class sizes and programs as financial support of schools has fallen behind. Minnesota now has one of the highest counselor to student ratios in the country -- at a time when mental and chemical health needs of students are an increasing priority.

- Increase State grants to fully fund mental health professionals on an ongoing basis.

Mandate Reform & Reduction

Mandates that have negative, unintended consequences should be considered for repeal or revision. Included would be system-wide technology infrastructure investments that would result in enhanced efficiency, eliminating mandated newspaper publishing that could be more effectively done via websites and provide funding to implement staff evaluation systems.

Increase Support for Full-Service Community Schools Model

Full Service Community Schools work to coordinate holistic systems of support to ensure the needs of all students are met. Duluth was an early pioneer in the state developing a Full Service Community School model and is now working to create a K-12 pipeline of support by scaling up our Full Service Community School sites. The state provided FSCS funding for the first time during the 2015-16 biennium. Reinstating this funding will allow the continuation of this important work and will position Duluth as an example for other districts around the state.

- Provide funding for planning and implementing Full Service Community Schools

**Expenditure Contracts Signed
December 2017**

For your information, the Superintendent or the Executive Director of Business Services has signed the following expenditure contracts during the month of December 2017:

Name	Amount	Source	Description
Shawn Carr	\$2,000.00	American Indian Education	Eagle Staff Education during cultural activities at Piedmont Elementary
Lucas Anderson	\$300.00	Curriculum	Plan, prep and present one day workshop for art teachers
Christopher Yaeger	\$580.00	Curriculum	Plan, prep and present half day workshop for PE/dance teacher
Renee Meyer	\$450.00	ECFE	One day program on SEEDS curriculum for Reading Corp
Duluth Congregational Church	\$2,720.00	East High School	Lease 45 parking spots for students parking
Andy Kimball	\$925.00	Head Start	Pediatric first aid/CPR/AED for preschool staff
KY Interpreter Referral	\$12,000.00	Human Resources	Increase the 'not to exceed' amount on this contract from \$6K (approved in August) to \$12K
Essentia Health Duluth Heritage Sports Center	\$120.00	Lester Park Elementary	Ice rental for field trip/skating
TruArt Speaks	\$4,000.00	Office of Education Equity	Provide WIN workshops on several areas
Duluth Fine Pianos, LLC	\$500.00	Purchasing	Move pianos
Creation Station	\$744.00	Special Services	Preschool planning as required by IEP

AGREEMENT

THIS AGREEMENT, made and entered into this date on **10-10-17** by and between Independent School District #709, a public corporation, hereinafter called District, and **Shawn Carr**, an independent contractor, hereinafter called Contractor.

THE PURPOSE OF THE AGREEMENT is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

1. **Dates of Service.** This Agreement shall be deemed to be effective as of **10-10-2017**, and shall remain in effect until **6-30-2018**, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.

2. **Performance.** The Contractor will be on contract with DPS American Indian Education Department to provide Eagle Staff Education during cultural activities at Piedmont Elementary and Lincoln Park Middle School. (His/Her rate will be \$50.00 (Fifty dollars)/per session

3. **Background Check .** (Applies to contractors working independent with students)

Contractor must provide an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting a criminal history background check on all of its employees assigned to the program. Contractor is precluded from performance of contract until the results of the criminal background check(s) are on file.

4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$2,000.00 (Two thousand dollars) Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:

Payment shall be made by the District within 30 days of submission of a proper invoice by the Contractor

Any other terms of payment in the performance of services are incorporated by reference in this Agreement.

6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any

expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

7. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

8. **Independent Contractor.** Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. **Indemnity and defense of the District.** Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement.

In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of the American Indian Education office, ISD 709, Duluth Public Schools, 215 North 1st Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States Mail 214 East 4th St. Apt. 26 Duluth, MN 55805.

11. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

13. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

14. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

15. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

16. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

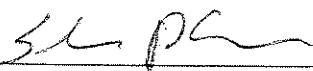
17. **Insurance.** (If applicable) Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

Workers' Compensation Insurance: Contractor must provide Worker's Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota including Coverage B, Employer's Liability.

Commercial General Liability: Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the contractor or subcontractor or by anyone directly or indirectly employed under the contract.

AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT, set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.



Contractor Signature

SSN/ Tax Identification Number

Date

E. H. Lewis

10/27/17

Program Director

Date

Michelle Lang

10/27/17

Director of Curriculum and Instruction

Date

Douglas A. Hahn
Director of Business Service / Superintendent of Schools

12/14/17

Date

AGREEMENT

THIS AGREEMENT, made and entered into this 17th day of October, 2017, by and between Independent School District #709, a public corporation, hereinafter called District, and Lucas Anderson, an independent contractor, hereinafter called Contractor.

THE PURPOSE OF THE AGREEMENT is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

1. **Dates of Service.** This Agreement shall be deemed to be effective as of October 17, 2017, and shall remain in effect until November 18, 2017, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.

2. **Performance.** (insert programs or services to be performed by contractor)
Lucas Anderson will plan, prep and present a one-day workshop to regional art teachers - "Media Arts Jam!" at Marshall School in Duluth. Funds from the NE MN Regional Perpich Grant. (More info on last page of contract.)

3. **Background Check.** (Applies to contractors working independent with students)

Contractor must provide an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting a criminal history background check on all of its employees assigned to the program. Contractor is precluded from performance of contract until the results of the criminal background check(s) are on file.

4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$ 300.00 - three hundred dollars. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:

- a. Payment shall be made by the District within 30 days of submission of a proper invoice by the Contractor;
- b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.

6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

7. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

8. **Independent Contractor.** Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. **Indemnity and defense of the District.** Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement.

In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of Teri L. Akervik, ISD 709, Duluth Public Schools, 215 North 1st Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States mail _____ (mailing address including Zip Code) _____.

11. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

13. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

MEDIA ARTS JAM!

WHO> MS & HS Visual Art Educators
 WHERE> MARSHALL SCHOOL
1215 Rice Lake Rd. Duluth, MN
 WHEN> 11/18/2017
 9am-3pm

Lucas Anderson, Marshall Visual/Media Arts teacher to present workshop for area teachers funded by Perpich Center Regional Grant.

Workshop Description:

Come build your teaching portfolio with some new and exciting ways to engage your students in a multitude of ways using digital technology as a platform to launch from. You will learn and create side-by-side with fellow professionals as you become the student. Practicing what we preach is SO important in art education.

9-9:30am: Meet Greet Intro.

9:30-10:30: First "Assignment"

A Walk Through Illustrator Lesson: A Fun Beginning Assignment to connect with KIDS on their level

10:45-11:00am: Break- snack/restroom etc

11:00-12:00pm: Nature Quilts in Photoshop + Hands on Practice

12-1:00pm: Lunch

1-3pm: ART JAM SESSION

Mega Mural with Video documentation: How to use time lapse photography while getting hands on and drawing!

This will wrap up with a share out on topics pertinent to our profession (guided discussion) while making (background music provided)!

AGREEMENT

THIS AGREEMENT, made and entered into this 19th day of October , 2017, by and between Independent School District #709, a public corporation, hereinafter called District, and Christopher Yaeger , an independent contractor, hereinafter called Contractor.

THE PURPOSE OF THE AGREEMENT is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

1. **Dates of Service.** This Agreement shall be deemed to be effective as of October 19, 2017 , and shall remain in effect until November 20, 2017 , unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.

2. **Performance.** (insert programs or services to be performed by contractor)
Christopher Yaeger will plan, prep and present a 1/2-day workshop to regional PE/Dance teachers - "Dance in the PE Curriculum" at Esko School in Esko, MN. Funds from the NE MN Regional Perpich Grant. (More info on last page of contract.)

3. **Background Check .** (Applies to contractors working independent with students)

Contractor must provide an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting a criminal history background check on all of its employees assigned to the program. Contractor is precluded from performance of contract until the results of the criminal background check(s) are on file.

4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$ 580.00 - five hundred, eighty dollars (\$300 - workshop fee, \$150 - mileage, \$105 - hotel+tax, \$25 - meal(s)) . Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:

- a. Payment shall be made by the District within 30 days of submission of a proper invoice by the Contractor;
- b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.

6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

7. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

8. **Independent Contractor.** Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. **Indemnity and defense of the District.** Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement.

In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of Teri L. Akervik, ISD 709, Duluth Public Schools, 215 North 1st Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States mail _____ (mailing address including Zip Code) _____.

11. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

13. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

14. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

15. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

16. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to “data on individuals”; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.




17. **Insurance.** (If applicable) Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

Workers’ Compensation Insurance: Contractor must provide Worker’s Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers’ Compensation insurance in accordance with the statutory requirements of the State of Minnesota including Coverage B, Employer’s Liability.

Commercial General Liability: Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the contractor or subcontractor or by anyone directly or indirectly employed under the contract.

AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT, set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

Contractor Signature	SSN/Tax ID Number	Date
 _____ Program Director	_____ Music Curriculum, Perpich Grant _____	_10/19/17_ Date
 _____ Director of Curriculum and Instruction		10/19/17 Date
 _____ CEO/Director of Business Services/Superintendent of Schools		12/21/17 Date

“Dance in the PE Curriculum” - Perpich Grant Workshop

Monday, November 20, 2017 8:00-11:15am

Esko High School, 2 E Hwy 61, Esko, MN 55733

“Dance in the PE Curriculum”

Artist Goals

This residency follows recognized standards of achievement in the arts

To introduce dances that are simple to perform and give students a successful experience with movement.

To connect folk dance and culture to student’s personal ethnic heritage.

To provide a spectrum of activities and games used to experience dance.

To help students understand and use Dance Vocabulary in dance making activities.

This workshop, for regional PE/Dance teachers, is an active, “how to” demo class with active participation by all attending. The goal is to help the participants to recreate these workshop sessions in their teaching environments. Sessions for this workshop:

Family Folkdance

Learning to move together is what brings us together. Understand the process of hosting a family dance event from start to finish. Effective methods to ensure a successful community event. Dances that are simple to perform give students a successful experience with movement and can build community through the shared enjoyment of dance.

Social Dances Past and Present

Popular social dances from 1907 to 2017 will be taught considering the conventions of their time. Discover how the electronic world is changing the way we dance and how we teach, view and learn the popular dances of the day. Come learn and explore ways to integrate dance with social studies. Contemporary music is combined with traditional music to bring the dance into the Present day.

How has learning to dance changed in the last one hundred years? Is the emerging virtual community changing the way we dance or is it inspiring us to look at dance and dance education through a wider lens?

Imagination Airlines – World Dance Vacations

Book your flight for Imagination Airlines — Christopher becomes your guide as you virtually travel the world. Participants explore dance contributions from a variety of world cultures by learning both historical and contemporary dances. Journeys are driven by our imaginations as we walk, board a train or fly to destinations around the globe. Upon arrival, participants learn the dances from that region.

AGREEMENT

THIS AGREEMENT, made and entered into this 10th day of Nov 2017, by and between Independent School District #709, a public corporation, hereinafter called District, and Renee Meyer, an independent contractor, hereinafter called Contractor.

THE PURPOSE OF THE AGREEMENT is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

1. **Dates of Service.** This Agreement shall be deemed to be effective as of 10-16-17, and shall remain in effect until 10-16-17, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.
2. **Performance.** (insert programs or services to be performed by contractor)
1 day program SEEDS curriculum for Reading Corp Members
3. **Background Check.** (Applies to contractors working independent with students)

Contractor must provide an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting a criminal history background check on all of its employees assigned to the program. Contractor is precluded from performance of contract until the results of the criminal background check(s) are on file.

4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed ~~\$12,000~~ \$450⁰⁰. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:

- a. Payment shall be made by the District within 30 days of submission of a proper invoice by the Contractor;
- b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.

6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

7. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

8. **Independent Contractor.** Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. **Indemnity and defense of the District.** Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement.

In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of Duluth Head Start, ISD 709, Duluth Public Schools, 215 North 1st Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States Mail 89185 BarkPoint Rd (mailing address including Zip Code) Herbster, WI 54844.

11. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

13. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

14. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

15. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

16. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

17. **Insurance.** (If applicable) Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

Workers' Compensation Insurance: Contractor must provide Worker's Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota including Coverage B, Employer's Liability.

Commercial General Liability: Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the contractor or subcontractor or by anyone directly or indirectly employed under the contract.

AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT, set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

INDEPENDENT SCHOOL DISTRICT NO. 709

CONTRACTOR

Chair

Ronald Meyer
Title

Clerk

Growing Minds
Title

for phone
Program Director

Taxpayer Identification Number

Douglas A. Han
Director of Business Service / CFO

SEEDS Affirmation Vocabulary

Give an affirmation: Specific, positive feedback, that describes what you saw or heard.
Include the person's name.

Example: *Kevin you are flexible. When I need you to work with a different age child you are willing to do what is needed.*

Accurate	Expressive	Pleasant
Achiever	Flexible	Polite
Adaptable	Fluent	Popular
Agreeable	Forward	Positive
Appreciative	Frank	Prompt
Artistic	Friendly	Realistic
Athletic	Generous	Relaxed
Attentive	Gentle	Reliable
Affirming	Good-looking	Responsible
Calm	Good sense of humor	Responsive
Capable	Good mixer	Sentimental
Cheerful	Hard-working	Smart
Competitive	Helpful	Sensitive
Conscientious	Humble	Sophisticated
Considerate	Humorous	Spirited
Convincing	Inspiring	Steady
Cooperative	Intellectual	Strong-willed
Courageous	Interesting	Supportive
Creative daring	Kind	Tenacious
Dependable	Leader likeable	Thorough
Detail-oriented	Loyal modest	Tolerant
Direct	Motivated	Trailblazer
Disciplined	Neat	Trusting
Dramatic	Neighborly	Understanding
Dynamic	Optimistic	Unique
Eager	Organized	Upbeat
Easygoing	Outgoing	Verbal
Encouraging	Persistent	Vigorous
Energetic enjoyable	Persuasive	Vivacious

PARKING LOT USE AGREEMENT

THIS AGREEMENT made as of the 5th day of September, 2017, by and between The Duluth Congregational Church, Minnesota, a non-profit corporation, CHURCH, and Independent School District No. 709, a public corporation under the laws of the State of Minnesota, DISTRICT;

WITNESSETH, that in consideration of the rent reserved herein and the mutual covenants and conditions contained herein, the Parties agree as follows:

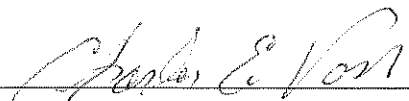
1. The Church hereby agrees, and District hereby accepts and takes, without any obligation on the part of the Church to make any improvements, the shared use of up to forty-five (45) parking spaces in the parking lot located at 3833 East Superior Street.
2. The term of the Agreement shall be from September 5, 2017 until June 7, 2018 or until terminated by either party upon 60 days written notice.
3. As and for payment for the above described shared use, District agrees to pay the Church a reimbursement of the cost of operating and maintenance of the parking lot which cost is agreed to equal the sum of TWO THOUSAND SEVEN HUNDRED TWENTY DOLLARS (\$2,720.00) for the full term of the Agreement.
4. Church warrants that it has good title to the above described premises and has the right to enter into this joint use agreement, and that so long as District is not in default under this Agreement, the District will be entitled to quiet and peaceful enjoyment of the parking lot premises and shall not be disturbed or interfered with by Church or by any person claiming by, through or under the Church.
5. By entering into this Agreement, District shall not be liable for the payment of any taxes, assessments or other impositions imposed upon said lands, District's liability being solely that for the payment of cost described herein above.
6. Upon the termination of this Agreement through forfeiture or through lapse of time or any other means, District shall surrender its use of the above described premises to Church in as good a condition as received, reasonable wear and tear excepted.
7. District shall name the Church as additional insured upon its policy of liability insurance, and to the extent of such insurance and to the limits therein provided, or to the limits set forth in Minnesota Statute §466.04, whichever limits are greater, agrees to indemnify and save Church harmless from any claims, demands, actions or causes of action arising out of District's use and occupancy of said premises.
8. The use of said parking lot shall be for the shared use of the Church and District from 7:00 a.m. until 5:30 p.m. on weekdays during the term of this Lease. At other hours and times, the Church shall be entitled to the exclusive use of said premises.
9. The use of said parking lot shall be designated for the exclusive use of the Church on occasion during the period of 7:00 a.m. until 5:30 p.m. on weekdays during the term of this Agreement for the purposes of conducting funerals or other special events by the Church providing at least 24 hour advance notice to the District (East High School Principal).

10. The District agrees that during the term of this Agreement it will provide labor to monitor, pick up and dispose of refuse left in the lot by the District's users during the period from 7:00 a.m. until 5:30 p.m. on weekdays during the term of this Agreement.

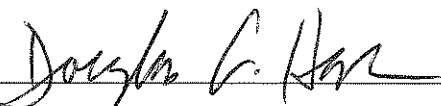
11. The District agrees to manage the use of the Church Parking Lot by the District's students and/or other users authorized by the District, thru the issuance of parking permits that shall be visibly displayed in each vehicle that is authorized by the District to park in the lot according to the terms of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.

**CHURCH:
THE DULUTH CONGREGATIONAL
CHURCH**

BY: 
~~Carol Thibault~~, Church Moderator
Charles Voss

**DISTRICT:
INDEPENDENT SCHOOL DISTRICT NO. 709**

BY: 
Douglas A. Hasler
CFO, Executive Director of Business Services

AGREEMENT

THIS AGREEMENT, made and entered into this 27th day of October 2017, by and between Independent School District #709, a public corporation, hereinafter called District, and **Andy Kimball**, an independent contractor, hereinafter called Contractor.

THE PURPOSE OF THE AGREEMENT is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

1. **Dates of Service.** ~~PR~~ This Agreement shall be deemed to be effective as of **October 27, 2016**, and shall remain in effect until **November 17, 2017**, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.

2. **Performance.** Training for Duluth Preschool staff on Pediatric First Aid/CPR/AED Course MN Safety Council. Cost is \$25.00 per staff person at 37 staff for a total of \$925.00

3. **Background Check .** (Applies to contractors working independent with students)

Contractor must provide an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting a criminal history background check on all of its employees assigned to the program. Contractor is precluded from performance of contract until the results of the criminal background check(s) are on file.

4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$12,000. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:

- a. Payment shall be made by the District within 30 days of submission of a proper invoice by the Contractor;
- b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.

6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

7. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

8. **Independent Contractor.** Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. **Indemnity and defense of the District.** Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement.

In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of Duluth Preschool ISD 709, Duluth Public Schools, 215 North 1st Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States Mail 629 East 10th Street, Duluth MN 55805.

11. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

13. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

14. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

15. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

16. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

17. **Insurance.** (If applicable) Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

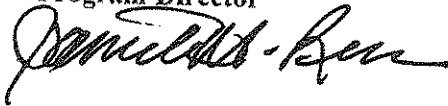
Workers' Compensation Insurance: Contractor must provide Worker's Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota including Coverage B, Employer's Liability.

Commercial General Liability: Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the contractor or subcontractor or by anyone directly or indirectly employed under the contract.

AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT, set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

INDEPENDENT SCHOOL DISTRICT NO. 709 CONTRACTOR


Pamela M. Rees
Program Director



Director of Business Service



Name/Title
Andrew Kimball/CPR
and First Aid Instructor


Taxpayer Identification Number or

RECEIVED

DEC 04 2017

HUMAN RESOURCES

INDIVIDUAL OR AGENCY - INTERPRETER AGREEMENT

This Consultant Agreement is by and between KY Interpreting Services and ISD 709. Services to be provided and other details have been listed below.

Name/Agency: KY Interpreter Referral

Address: 3251 Dahl Rd.

Telephone #(s): 218-393-3504

Social Security or Federal ID Number: -

Description of Service to be Provided: Interpreting Services as needed by the school district
Population to be Served: students and staff requiring ASL-English interpreting Services

Location and times of Services: Any ISD 709 location

Required Qualifications: Nationally Certified Interpreter File Folder # If Needed:

Date(s) of Service: 2017-2018 School Year.

Rate of Pay: \$ 65.00, Not to exceed \$ 6000.00 *

Invoicing Procedure: Invoices sent monthly.

Cancellation Requirements: Organization reserves the right to cancel this agreement due to severe weather or low enrollment. In either case, organization assumes no financial obligation for this agreement

Relationship: The parties hereto are independent contractors. Nothing in this Agreement shall be understood or construed to create or imply any relationship between the parties in the nature of any joint venture, employer/employee, principal/agent or partnership. The provider shall not become an employee of the Agency by acting under this Agreement and the provider shall be responsible for the payment of any taxes, fees or costs resulting from the above compensation. If the compensation reaches \$600 or more, a 1099 will be issued to this provider at the end of the calendar year.

Waiver of Law: This Agreement shall be governed by and construed exclusively in accordance with the laws of the State of MN. This Agreement may not be assigned without the written consent of the other party. Any copy of this document shall be considered to have the binding and legal effect of an original document.

SIGNATURES
Douglas C. Han 12/22/17 ISD 709 Representative Date
Kathleen Youngstrom 11-20-17 Interpreter Date

* This is an extension of contracted services agreed to on 8/3/17. Total for year not to exceed \$12,000.00
Linda Kinner
AR Manager



Essentia Health Duluth Heritage Sports Center

120 S 30th Ave West
Duluth, MN 55806

Phone: 218-464-1711

Fax: 218-464-1713

Account Schedule Report

ESSENTIA HEALTH DULUTH HERITAGE SPORTS CENTER ICE/TURF RENTAL AGREEMENT (Revised June 1, 2016)

This agreement, made between This agreement, made between Essentia Duluth Heritage Center Ice Arena (hereinafter referred to as "Arena"), and the Essentia Duluth Heritage Center Board (hereinafter referred to as the "Board") and

Essentia Duluth Heritage Center
Jerry Demeo
120 S 30th Ave W
DuluthMN55806

Jerry@duluthheritagesportscenter.com

1. RENTAL RATES

A. The rental rates applicable for the use of the Sill or Seitz Arenas are:

- (1) Prime Ice Rental: \$180 Per Hour
- (2) Tournament Rate; \$180 Per Hour
- (2) Sub Prime Ice Rental: \$135 Per Hour
- (3) School Day Ice Rental: \$80 Per Hour
- (5) Winter Turf Rates Rate \$130 Per Hour
- (6) Birthday Skating Party \$210.00 per Hour
- (7) High School Game Rates \$800 per Hour

Now, therefore, the following provisions are mutually agreed on between the EDHC and the Tenant as follows:

1. RENTAL RATES

A. The rental rates applicable for the use of the EDHC's facilities for the planned Event, in accordance with the EDHC's published rental rates.

B. A sales use tax of .08375 percent will be charged to all users, unless a Minnesota Sales Tax Exempt form ST3, is furnished at the time of payment.

2. PAYMENT

A. A non-refundable deposit equal to 20% of the rental rate shall be made before the rental may be confirmed.

B. Full payment will be made in full prior to the rental, unless special credit arrangements have been approved in advance of the rental taking place. Such special credit arrangements will be defined in accordance with the terms and conditions shown on the EDHC's invoice, a copy of which is attached hereto.

C. Tenants having approved credit shall be invoiced following the fulfillment of the rental Agreement. Tenants having approved credit with contracts spanning more than one (1) week shall be invoiced for such rental weekly. This invoice shall be due and payable in accordance with the terms and conditions stipulated on the invoice.

D. Any unpaid balance shall be subject to the finance charge rate of 1.5% (annual percentage rate of 18%). Said finance charges will be based on the balance due for the number of days the balance remains unpaid.

E. Any unpaid balance due beyond thirty (30) days of the dated invoice shall be sufficient reason for denying and selling the Tenant use of said premises during the remainder of the term of this contract.

3. CANCELLATION

A. In the event the Tenant finds it necessary to cancel any of the rental periods of the EDHC for which it has contracted, the Tenant shall give to the EDHC's representative designated herein prior notice, in writing, of intent to cancel. Upon receipt of such notice, the EDHC shall use reasonable efforts to rent such cancelled rental periods. If the rental periods are used by another tenant, and the Tenant has paid for such rental periods, the EDHC will credit amounts received against Tennant's account and, if Tennant has no account balance owing at the time, the EDHC shall issue a check to refund such amounts. If the EDHC is unable to rent the cancelled rental periods, the Tenant shall pay for the cancelled contracted time at the specified rate.

B. All notices of cancellation of contracted rental time by the Tenant must be in writing and given to, mailed to, or faxed to the EDHC's designee.

4. SUPPLEMENTAL SERVICES

A. At the Tenant's request, the EDHC may

- (1). Provide amenities such as tables, chairs and other furniture.
- (2) Supply food and/or beverages from the EDHC's concessions.
- (3) Employ personnel (i.e. security, minor game officials and the like)
- (4) Rent/purchase any equipment of the EDHC does not have access to.

B. All supplemental services & equipment, with appropriate costs, shall be defined and included in this Agreement. The cost(s) incurred for such services and/or equipment (hereinafter referred to as Miscellaneous Costs) will be borne by the Tenant, with payment due in accordance with the terms defined in Section 2. The EDHC may, at its option, require advanced payment for these Miscellaneous Costs.

5. SECURITY.



Essentia Health Duluth Heritage Sports Center

120 S 30th Ave West
Duluth, MN 55806

Phone: 218-464-1711

Fax: 218-464-1713

116

Account Schedule Report

A. The Tenant agrees, at its expense, to provide qualified security personnel to prevent any spectators or other persons not germane to the conducting of the event from accessing the other areas of the facilities other than those defined in this Agreement.

6. PARKING

A. The Tenant understands that the Tenant and guest parking is limited to the parking lot that is on the west side of 30th Avenue West (West Lot). Other parking areas located on the north (North Lot) and east (East Lot) sides of Seitz Arena are controlled by businesses neighboring the EDHC and are restricted exclusively for their use.

B. The Tenant and Tenant's guests may have temporary access to Seitz Arena via the East Lot to load and/or unload merchandise and/or supplies but may not park their vehicles in the East Lot for their event. Once merchandise and supplies have been loaded/unloaded, vehicles must be moved to the West Lot for parking.

7. OUTSIDE VENDORS

A. Outside vendors recruited by the Tenant may be permitted to display and/or sell their products within the facilities, with the EDHC's prior approval. Such approval will not be unreasonably withheld provided such vendor products are not offensive to the EDHC's regular tenants and do not conflict with those offered by the EDHC or its sponsors. Each vendor shall limit its product display and sales to an area assigned by the EDHC's personnel and shall pay the EDHC, in advance, the sum of _____ per table used for such product display and sales. Approved vendors are required to execute the EDHC's waiver of liability form. Approved vendors will be attached hereto as Exhibit A.

8. SIGNS & BANNERS

A. No signs or banners of any type, including hand written signs, shall be placed in or on the EDHC facilities without the prior written consent of EDHC. When the placement of signs and/or banners is approved by the EDHC, the Tenant agrees to place such signs and/or banners in accordance with the EDHC's policies. The Tenant will be invoiced for any damage which may result to the EDHC's property from the improper placement of signs and/or banners.

9. FOOD & BEVERAGES

A. The Tenant shall not sell, give away or otherwise bring or provide any food or beverages to, at or in the EDHC facilities for any purpose and at any time without the written consent of the EDHC.

B. The EDHC has a strict policy regarding the service and consumption of adult-specific beverages. If the Tenant and/or its guests plan to serve and/or consume any alcoholic beverages within the EDHC or its adjacent property, such service and/or consumption must be done in accordance with the EDHC's policy. Arrangement for adult beverage service and/or consumption must be made with the EDHC at least fourteen (14) days in advance of the date the Event commences.

C. The Tenant acknowledges and agrees that the EDHC's concession stand will be open at the EDHC's discretion during the Event.

10. ADMISSION FEES

A. Unless otherwise specified herein, the Tenant may not charge an admission fee to the EDHC facilities without the written consent of the EDHC.

11. INSURANCE

A. Tenant shall maintain liability insurance against claims for bodily injury death or property damage occurring on or about the Ice EDHC. Such insurance shall be written on an occurrence basis with a combined single limit of not less than \$1,000,000 per occurrence. If the insurance policy is written on a "claims-made basis", the party will maintain coverage for a minimum of three years past the expiration of this Agreement. The retroactive date of this policy shall be indicated on the certificate of insurance outlining coverage. In addition the renter shall name the EDHC as an additional insured with respect to its own operations on said policies of insurance and will provide a certificate that such insurance is in force. Both parties will maintain all workers compensation insurance required by law.

12. INCLEMENT WEATHER

A. The Facilities Manager will determine any closures due to inclement weather. If the EDHC is not able to reschedule the rental in a manner satisfactory to suit the Tenant, the EDHC shall provide a full refund of all rental fees and deposits. Refunds for supplemental equipment may also be given, depending upon the EDHC's ability to obtain such refunds from the EDHC's suppliers.

B. In the event of cancellation due to inclement weather, the EDHC's sole liability will be limited to the refund of any deposits. At no time with the EDHC be liable for any expenses, direct, indirect or consequential, incurred by the Tenant as a result of cancellation due to inclement weather.

13. ASSIGNMENT AND SUBLETTING

A. The Tenant hereby agrees that they cannot and will not assign nor sublet any part of the said premises without the consent in writing of the Facilities Manager, and the completion of a DHSC Ice EDHC Contract by other party.

14. INDEMNIFICATION

A. The Tenant and each of its members/guests in consideration of being allowed to use the EDHC's facilities defined herein agrees to indemnify, defend, save the EDHC, and voluntarily assumes all risks of accident or damage to its property and to the person and property of said members and hereby releases the EDHC, Board, its officers and employees from every claim, liability or damage of any kind sustained by it and each and every of its officers and employees.

15. EDHC RULES

A. It is agreed by and between the parties hereto that the Rules and Regulations of the EDHC and its Board of Directors are hereby made a



Essentia Health Duluth Heritage Sports Center

120 S 30th Ave West
Duluth, MN 55806

Phone: 218-464-1711

Fax: 218-464-1713

Account Schedule Report

part of this rental Agreement, and receipt of the said Rules and Regulations is hereby acknowledged. Violation of any of the rules and regulations by any player, parent, coach, team officials, spectator or employee of the said Tenant shall be grounds for the offending party's removal from the EDHC.

B. Any damage to the EDHC or its equipment caused by any player, parent, coach, team officials, spectator or employee of the said Tenant, including any Sub-Tenant's shall be repaired and/or replaced and the EDHC shall be reimbursed for all costs involved by the Tenant.

16. MECHANICAL EQUIPMENT FAILURE

A. In the event of mechanical failure of the EDHC equipment, the Tenant will be notified by the EDHC staff as soon as possible. The EDHC's management shall have the exclusive authority to determine whether the ice sheet is in usable condition, and shall not be liable to the Tenant for the consequences of any cancellation other than to supply the Tenant with substitute ice time acceptable to the Tenant or a refund of its deposit.

17. CONSIDERATION AND TERM

A. In consideration of the conditions contained in this Ice Rental Agreement, the EDHC through its appointed agent(s) leases and lets to the Tenant, the EDHC's facilities, and the Tenant agrees to pay the following amounts for the attached contracted ice on or before the dates mentioned in the payment section of this contract.

Signature *Douglas A. Hasler* Print

Signature Douglas A. Hasler

Date 12/7/17



Essentia Health Duluth Heritage Sports Center

120 S 30th Ave West
Duluth, MN 55806

Phone: 218-464-1711

Fax: 218-464-1713

118

Account Schedule Report

Essentia Duluth Heritage Center

Jerry Demeo
120 S 30th Ave W
Duluth, MN 55806

Phone: (218) 349-9803

Email: Jerry@duluthheritagesportscenter.com

Account Schedule - By Date

12/19/2017 - 12/19/2017

Date	Day	Complex	Facility	Event Type	Event Time	Dur.	Rate	Other	Tax	Total
12/19/2017	Tue	EDHC	Seitz Ice	Event	9:30 AM-11:00 AM	1/30	80.00	0.00	0.00	120.00
<i>Schedule Notes:</i> Skate for Lester Park 3rd graders- 3 classes 82 children and some parents. Need Skate rentals \$3 per pair and have skate aids available. Xmas music on										
						1 (hrs) / 30 (min)	Sub Total		\$120.00	
								Tax	\$0.00	
						Grand Total		\$120.00		

AGREEMENT

THIS AGREEMENT, made and entered into this 6th day of December, 2017, by and between Independent School District #709, a public corporation, hereinafter called District, and TruArtSpeaks, an independent contractor, hereinafter called Contractor.

THE PURPOSE OF THE AGREEMENT is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

1. **Dates of Service.** This Agreement shall be deemed to be effective as of December 15, 2017, and shall remain in effect until June 30, 2018 unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.
2. **Performance.** The Contractor will provide workshops for student learning and/or staff development at the middle and high schools during after-school activities, school class periods, and/or W.I.N. periods in the following areas: cultivating literacy, student leadership, and social justice through the study and application of Spoken Word and Hip Hop culture.
3. **Background Check.** (Applies to contractors working independent with students) Contractor must provide an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting a criminal history background check on all of its employees assigned to the program. Contractor is precluded from performance of contract until the results of the criminal background check(s) are on file.
4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for the performance services listed above at a rate of \$400.00 (four hundred and no/100 dollars)/2-hour workshop plus mileage at the current district rate of \$0.535/mile (estimated 300 miles roundtrip) up to a sum not to exceed \$4,000.00 (four thousand and no/100 dollars). Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.
5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:
 - a. Payment shall be made by the District within 30 days of submission of a proper invoice by the Contractor;
 - b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.
6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds

“data on individuals”; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

17. **Insurance.** (If applicable) Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

Workers' Compensation Insurance: Contractor must provide Worker's Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota including Coverage B, Employer's Liability.

Commercial General Liability: Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the contractor or subcontractor or by anyone directly or indirectly employed under the contract.

AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT, set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

Tish Jones _____ 12/7/17
Contractor Signature SSN/ Tax Identification Number Date

William Howes _____ 12/6/17
Initiator - (Contact with questions) Date

William Howes _____ 12/7/17
Program Director Date

Phil Flannery _____ 12/7/17
Director of Curriculum and Instruction Date

Joseph A. Har _____ 12/8/17
Director of Business Service / Superintendent of Schools Date

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Arcata Press dba Saint Paul Almanac

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only one of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 C Corporation
 S Corporation
 Partnership
 Trust/estate
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____
Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
 Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
275 East Fourth St. Suite 701

6 City, state, and ZIP code
Saint Paul, MN 55101

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number

			-				-			
--	--	--	---	--	--	--	---	--	--	--

or

Employer identification number

6	5	-	1	6	2	4	4	0	7
---	---	---	---	---	---	---	---	---	---

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ *Kimberly N. [Signature]* Date ▶ *August 9, 2017*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued);
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

AGREEMENT

Revised 3/3/15

122

THIS AGREEMENT, made and entered into this 12th day of December, 2017, by and between Independent School District No. 709, a public corporation, hereinafter called ISD 709, and, **Duluth Fine Pianos LLC, John C Pierce, 405 E Superior St, Duluth MN 55802** an independent contractor, hereinafter called Contractor.

THE PURPOSE OF THE AGREEMENT is to set out the terms and conditions whereby Contractor will provide programs or services for ISD 709 at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows:

1. To move pianos as scheduled.
2. **Contract Documents.** It is understood that this Contract consists of the following:
 1. Contractors Insurance Policy;
 2. Supplementary Conditions and Insurance Requirements; and
 3. Any other documents identified by ISD 709.
3. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, ISD 709 hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$ 500.00. Contractors are required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless the TIN is provided.
4. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:
 - a. Payment shall be made by ISD 709 within 30 days of submission of a proper invoice by the Contractor;
 - b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.
5. **Propriety of Expenses.** The fact that ISD 709 has reimbursed Contractor for any expense claimed by Contractor shall not preclude ISD 709 from questioning the propriety of any such item. ISD 709 reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies ISD 709 may have to recover funds expended by Contractor for disallowed costs, or to seek other damages.
6. **Ownership of Materials.** ISD 709 reserves the rights to reproduce the documents that are the subject of the Contract, in any form, in any fashion, or appropriate the contents of the documents, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

7. **Independent Contractor.** Both ISD 709 and Contractor agree that the Contractor will act as an independent contractor in the performance of its duties under this Agreement and is not an employee of ISD 709. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

8. **Indemnity and defense of ISD 709.** Contractor shall indemnify, hold harmless and defend ISD709, its employees, agents, successors and assigns, and their respective shareholders, directors, officers, employees and agents against and in respect to any and all claims, suits, actions, proceedings, investigations, judgments, deficiencies, damages, settlements, liabilities, general losses, costs and reasonable attorneys' fees, court costs and litigation expenses (collectively "Liabilities") which may arise out of, relate to or result from any act or omission of the Contractor.

In the event that Contractor breaches its obligation to defend, indemnify and hold ISD 709 harmless, then in addition to its other damages ISD 709 shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

9. **Notices.** All notices to be given by Contractor to ISD 709 shall be deemed to have been given by depositing the same in writing in the United States Mail care of Tony Kelekovich, ISD 709, Duluth Public Schools, 215 North 1st Avenue East, Duluth, MN 55802. All notices to be given by ISD 709 to Contractor shall be deemed to have been given by depositing the same in writing in the United States Mail to: Duluth Fine Pianos LLC, John C Pierce, 405 E Superior St, Duluth MN 55802

10. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of ISD 709.

11. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

12. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota without regard to conflict of laws considerations.

13. **Compliance with Laws.** The Contractor shall comply with all governing laws, rules and regulations, whether federal, state, local or those of ISD 709. Those governing laws include but are not limited to Minnesota Statute 16C.05 (5) (formerly 1998 Minnesota Laws Ch. 386, Art. 1 Section 6) which Statute presently provides that the books, records, documents and accounting procedures and practices of the vendor or other party, that are relevant to the Contractor transaction, are subject to examination by the contracting agency and either the legislative auditor or the state auditor, as appropriate, for a minimum of six years. The other provisions of the Statute also apply.

The Contractor recognizes that, to the extent that competitive bidding requirements apply to this Contract that those requirements apply to the award and performance of this Contract.

The Regulations of ISD 709 are incorporated into this Contract by reference and must be complied with whether or not specifically identified in this Contract.

14. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

15. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon 30 days written notice to the other party as provided for in this Agreement.

16. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to “data on individuals”; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

17. **Insurance.** Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

18. **Representatives of ISD 709.** The Contractor shall perform work pursuant to this Agreement pursuant to the request and authority of the following persons:

<u>ISD 709 Employee</u>	<u>Position</u>
Doug Hasler	CFO/ Executive Director of Business Services

19. **Protection of ISD 709.** To the extent that work by the Contractor or others on behalf of ISD 709 is to be planned, conducted, supervised or reviewed by the Contractor, the Contractor shall advise ISD 709 if such work:

- a. is not being performed pursuant to the plans and specifications, according to the best practice or in accordance with industry standards;
- b. should be rejected or modified;
- c. should be performed in a different manner and whether other work should be performed;
- d. requires ISD 709 to be advised of any other facts or opinions regarding that work.

In all respects, the Contractor shall represent the interests of ISD 709 and act to protect those interests and endeavor to guard ISD 709 against defects, deficiencies and omissions in the performance of the work.

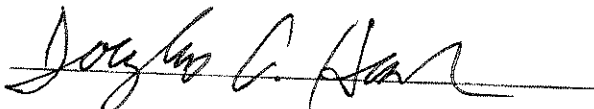
20. **Negotiation, Mediation and Arbitration.** Any disputes between the parties shall first be negotiated. If the parties are not successful in negotiation, they then shall subject the dispute to mediation. If mediation is not successful, then any disputes between ISD 709 and the Consultant shall be resolved through binding arbitration. The arbitration shall be conducted in the State of Minnesota, and Minnesota law shall apply. Unless otherwise agreed by the parties, the arbitration shall be conducted pursuant to the rules of the American Arbitration Association.

At the option of ISD 709, the arbitration shall include in one consolidated arbitration proceeding, all claims and disputes regarding the Contractor and any architects, contractors, subcontractors, material men and other consultants as may be involved in the dispute. Contractor shall include this paragraph in all its subcontracts dealing with the work of ISD 709.

Following the issuance of a demand for arbitration, any party to the arbitration shall be entitled to use all discovery methods permitted in the Minnesota Rules of Civil Procedures for ISD 709 courts. Once selected, the arbitrator shall hear any discovery disputes regarding discovery unless otherwise agreed by the parties.

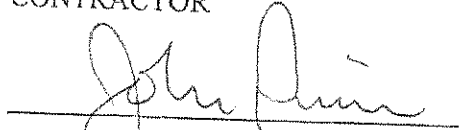
AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT, set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

INDEPENDENT SCHOOL DISTRICT NO. 709



Doug Hasler
CFO/Executive Director of Business Services

CONTRACTOR



By John Pierce

OWNER -
Title Duluth Fine Pianos

Taxpayer Identification Number



Special Services Department
 Independent School District #709
 215 N. 1st Ave. E.
 Duluth, MN 55802

CONTRACT FOR PRE-SCHOOL PLACEMENT

This contract, entered into this day **December 15, 2017** by and between Independent School District # 709, Duluth MN (hereafter referred to as the SCHOOL DISTRICT) and **Creation Station** (hereafter referred to as the AGENCY) witnesses that:

WHEREAS, THE SCHOOL DISTRICT has determined that it is necessary to retain the services of a qualified agency to meet needs documented in **T** individual Education Plan (IEP).

Whereas the AGENCY is duly qualified to perform these services for preschool program as determined by student's IEP team.

NOW THEREFORE, the parties agree as follows:

1. The AGENCY shall provide the following services:
Preschool programming for 4 hrs (240 minutes) per day, 3 day per week, and up to 62 days.
2. The AGENCY shall perform these services at: **2101 Trinity Rd, Duluth, MN 55811.**
3. The approximate date the service will begin is, **December 19, 2017** and shall not extend beyond **May 31, 2018**; the contract not to exceed a total of **62 Days** (3 Days per Week) and a total cost up to **\$744.00.** (\$12.00 per day).
4. The SCHOOL DISTRICT shall make payments for the services to the AGENCY as follows: **Upon receipt of monthly/quarterly billing statement**
5. The SCHOOL DISTRICT shall monitor the services of the AGENCY provided as follows: **Supervision will be provided by the Special Education Director located in the Special Services Department. Student attendance will be provided to the Early Childhood Special Education (ECSE) program at Historical Old Central High School (HOCHS) on the 15th of each month for the preceding month.**

ISD 709 6 Duluth Public Schools

Page 2 - Contract for Purchase of Special Education Services

6. Either party may terminate this agreement as follows: Thirty (30) days written notice, or upon mutual agreement.

7. Both parties agree to comply with the terms of the Minnesota Data Practices Act, Minnesota Statutes, Chapter 13, in handling all data related to this Agreement.

SIGNED:

Name of Agency

By _____
Authorized Agent

Date

INDEPENDENT SCHOOL DISTRICT #709

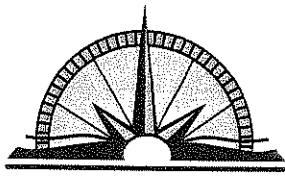
Duluth, Minnesota

Douglas A. Hark
C.F.O. Executive Director of Business Services

Date 12/22/17

Special Services Department
215 N. 1st Ave. East
Duluth, MN 55802

By *Jason Crane* 12/15/17
Director



Arrowhead Library System

129

5528 Emerald Ave. • Mt. Iron, MN 55768-2069 • 218-741-3840 • www.alslib.info

October 10, 2017

Tammi Wilkins
Lincoln Park Middle School
3215 W 3rd Street
Duluth, MN 55806

Re: Arrowhead Library System Multitype Membership Agreement

Dear Tammi,

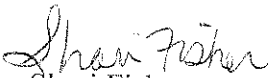
Earlier this year, Arrowhead Library System Board members representing public, school, academic, and special libraries met to review and adopt a revised Multitype Library Membership Agreement. Multitype library services and the membership agreement are defined in Minnesota Statutes 134.351-134.354. This agreement will supersede the previous agreement that was adopted on March 1, 2002. Arrowhead Library System became the assigned Multitype agency on July 1, 2012. Prior to that time, multitype services were governed by a separate entity known as North County Library Cooperative. Your previous agreement would have been made with North Country Library Cooperative.

There is no cost for membership. However, by signing this agreement, you are agreeing to abide by the requirements for membership in section two. We are pleased with the progress we have made in reaching out to our members and expanding the level of multitype services for all types of libraries. This includes the Brainfuse HelpNow Homework Help and JobNow Career Help databases, MackinVIA e-books for K-12 schools, the establishment of e-mail lists for communication, and many professional development opportunities.

The completed, signed agreement must be returned to the attention of Dena Vendetti at Arrowhead Library System by January 1, 2018, in order for your multitype membership to continue. Alternatively, a scanned copy of the completed, signed agreement may be e-mailed to dena.vendetti@alslib.info. If you have any questions regarding this agreement, please do not hesitate to contact us.

Thank you for your dedication to library services.

Sincerely,


Shari Fisher
Assistant Director
shari.fisher@alslib.info


Jim Weikum
Executive Director
jim.wikeum@alslib.info

Mission *Arrowhead Library System enhances the value of all types of libraries to their communities by cultivating collaboration, technological innovation, and professional development; and enriches the quality of life by providing direct services for those without a public library and access to electronic resources for all people in northeastern Minnesota.*



15D709
DRAFT REVISED Arrowhead Library System Multitype Membership Agreement

This agreement is made between the Congdon Park Elementary library (hereinafter referred to as the Library) seeking to improve library service to its users by participating in the Arrowhead Library System Multitype (hereinafter referred to the ALS Multitype) services (as defined in Minnesota Statutes 134.351 – 134.354 and Minnesota Rules 3530.220). **ALS is designated as the multitype system in the counties of Carlton, Cook, Lake, Lake of the Woods, Itasca, Koochiching, and Saint Louis. Member libraries must be located in one of these counties. There are no membership fees.**

- I. The Library must meet the definition of Academic Library, Public Library, School Library Media Center, or Special Library as defined by the Minnesota Department of Education's Multicounty Multitype Aid Guidance and Definition document.

Library: A library is an entity that has a bibliographically organized collection of resources and materials; these collections are accessible to users.

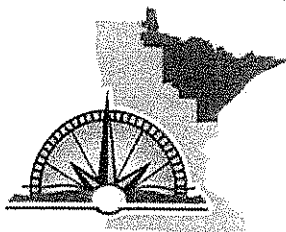
Academic Library: An academic library is the library of an accredited degree-granting institution of higher education, or a non-accredited institution with a program of four years or more. An academic library provides all of the following: (1) an organized collection of printed and/or other materials; (2) a staff trained to provide and interpret collection materials as required to meet the needs of clientele; (3) an established schedule in which services of the staff are available to clientele; and (4) the physical facilities necessary to support such a collection, staff, and schedule.

Public Library Outlet: A public library outlet is a unit of an Administrative Entity that provides direct public library service and meets the public library membership requirements of Arrowhead Library System and definition of a public library under MN Statutes 134.001 Subd. 2.

School Library Media Center: A school library media center is an organized collection of printed, virtual and/or computer resources in an elementary or secondary school. A school library makes resources and services available to students, teachers, and administrators. A school library media center may be called a library, media center, instructional materials center, learning commons, or learning resource center.

Special Library: A special library is any library that maintains a collection of resources and that does not fit within any of the above categories. Special libraries may be affiliated with historical societies, hospitals or other organizations.

- II. The Library agrees to:
- A. Share resources with other members to the greatest extent possible within the framework of its own and other libraries' current policies and recognizing its primary responsibility to its own users. Resources may include but are not limited to books, materials, staff expertise, and bibliographic data.
 - B. Participate in networking and communication among all ALS Multitype member libraries. Information required for the ALS Membership Directory and email lists may include, but is not limited to, current contact information, phone number, and email address as well as relevant information about library resources, programming, staffing, and hours of services.
 - C. Provide staff for maintaining the library collection and support ongoing professional development.
 - D. Maintain financial support of its own library at a level which in no way is reduced because of participation in



DRAFT REVISED Arrowhead Library System Multitype Membership Agreement

This agreement is made between the Donfeld High School Library (hereinafter referred to as the Library) seeking to improve library service to its users by participating in the Arrowhead Library System Multitype (hereinafter referred to the ALS Multitype) services (as defined in Minnesota Statutes 134.351 – 134.354 and Minnesota Rules 3530.220). **ALS is designated as the multitype system in the counties of Carlton, Cook, Lake, Lake of the Woods, Itasca, Koochiching, and Saint Louis. Member libraries must be located in one of these counties. There are no membership fees.**

- I. The Library must meet the definition of Academic Library, Public Library, School Library Media Center, or Special Library as defined by the Minnesota Department of Education's Multicounty Multitype Aid Guidance and Definition document.

Library: A library is an entity that has a bibliographically organized collection of resources and materials; these collections are accessible to users.

Academic Library: An academic library is the library of an accredited degree-granting institution of higher education, or a non-accredited institution with a program of four years or more. An academic library provides all of the following: (1) an organized collection of printed and/or other materials; (2) a staff trained to provide and interpret collection materials as required to meet the needs of clientele; (3) an established schedule in which services of the staff are available to clientele; and (4) the physical facilities necessary to support such a collection, staff, and schedule.

Public Library Outlet: A public library outlet is a unit of an Administrative Entity that provides direct public library service and meets the public library membership requirements of Arrowhead Library System and definition of a public library under MN Statutes 134.001 Subd. 2.

School Library Media Center: A school library media center is an organized collection of printed, virtual and/or computer resources in an elementary or secondary school. A school library makes resources and services available to students, teachers, and administrators. A school library media center may be called a library, media center, instructional materials center, learning commons, or learning resource center.

Special Library: A special library is any library that maintains a collection of resources and that does not fit within any of the above categories. Special libraries may be affiliated with historical societies, hospitals or other organizations.

- II. The Library agrees to:
- A. Share resources with other members to the greatest extent possible within the framework of its own and other libraries' current policies and recognizing its primary responsibility to its own users. Resources may include but are not limited to books, materials, staff expertise, and bibliographic data.
 - B. Participate in networking and communication among all ALS Multitype member libraries. Information required for the ALS Membership Directory and email lists may include, but is not limited to, current contact information, phone number, and email address as well as relevant information about library resources, programming, staffing, and hours of services.
 - C. Provide staff for maintaining the library collection and support ongoing professional development.
 - D. Maintain financial support of its own library at a level which in no way is reduced because of participation in

III. ALS programs and services will be based on the availability of funds appropriated by the State Legislature. Every attempt to provide the listed services will be made; however, ALS retains the right to modify the range of services due to changes in funding. ALS will:

- A. Provide and support professional development opportunities, including continuing education, training workshops, special programs, and other events at little or no cost.
- B. Maintain a system of communication for the sharing of information among member libraries, including online newsletters, other communication methods, online event calendars, e-mail lists, and an online directory of member libraries, staff, and contact information.
- C. Enhance resource sharing and reciprocal borrowing. This may include services such as interlibrary loan and contracts for databases licensed either in whole or in part by the ALS Multitype.
- D. Provide regional delivery service on a cost-share basis.
- E. Provide members an opportunity to be involved in strategic planning.
- F. Support the sharing of bibliographic data to the extent possible. This may include assistance with the conversion of records to share resources via the regional online catalog.

This membership agreement shall commence January 1, 2018 and will automatically renew each year, except that either party may terminate ALS Multitype membership with sixty (60) days of written notice.

If the Library chooses to terminate its ALS Multitype membership, materials, equipment and other items received from ALS within the last three years will be returned promptly. Any items borrowed from other participating libraries will be returned promptly and/or payment will be made to the owning library for lost or damaged items. The Library terminating its ALS multitype membership shall make no claims against the ALS Multitype.

Denfeld High School Media Center
Name of Library

ISD 709 Denfeld High School
Name of Institution/Organization

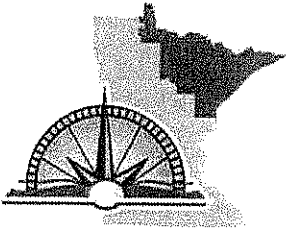
401 N 44th Ave. W.
Street Address

Duluth Mn 55807
City State Zip

Lynn Toivoniemi 10/18/17
Signature of Library Contact Date

Douglas A. Harbo 12/22/17
Signature of Authorized Institutional/Organizational Representative Date

Signature of ALS Multitype Board President Date



DRAFT REVISED Arrowhead Library System Multitype Membership Agreement

This agreement is made between the DULUTH EAST HIGH SCHOOL Library (hereinafter referred to as the Library) seeking to improve library service to its users by participating in the Arrowhead Library System Multitype (hereinafter referred to the ALS Multitype) services (as defined in Minnesota Statutes 134.351 – 134.354 and Minnesota Rules 3530.220). **ALS is designated as the multitype system in the counties of Carlton, Cook, Lake, Lake of the Woods, Itasca, Koochiching, and Saint Louis. Member libraries must be located in one of these counties. There are no membership fees.**

- I. The Library must meet the definition of Academic Library, Public Library, School Library Media Center, or Special Library as defined by the Minnesota Department of Education's Multicounty Multitype Aid Guidance and Definition document.

Library: A library is an entity that has a bibliographically organized collection of resources and materials; these collections are accessible to users.

Academic Library: An academic library is the library of an accredited degree-granting institution of higher education, or a non-accredited institution with a program of four years or more. An academic library provides all of the following: (1) an organized collection of printed and/or other materials; (2) a staff trained to provide and interpret collection materials as required to meet the needs of clientele; (3) an established schedule in which services of the staff are available to clientele; and (4) the physical facilities necessary to support such a collection, staff, and schedule.

Public Library Outlet: A public library outlet is a unit of an Administrative Entity that provides direct public library service and meets the public library membership requirements of Arrowhead Library System and definition of a public library under MN Statutes 134.001 Subd. 2.

School Library Media Center: A school library media center is an organized collection of printed, virtual and/or computer resources in an elementary or secondary school. A school library makes resources and services available to students, teachers, and administrators. A school library media center may be called a library, media center, instructional materials center, learning commons, or learning resource center.

Special Library: A special library is any library that maintains a collection of resources and that does not fit within any of the above categories. Special libraries may be affiliated with historical societies, hospitals or other organizations.

- II. The Library agrees to:
- A. Share resources with other members to the greatest extent possible within the framework of its own and other libraries' current policies and recognizing its primary responsibility to its own users. Resources may include but are not limited to books, materials, staff expertise, and bibliographic data.
 - B. Participate in networking and communication among all ALS Multitype member libraries. Information required for the ALS Membership Directory and email lists may include, but is not limited to, current contact information, phone number, and email address as well as relevant information about library resources, programming, staffing, and hours of services.
 - C. Provide staff for maintaining the library collection and support ongoing professional development.
 - D. Maintain financial support of its own library at a level which in no way is reduced because of participation in



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DRAFT REVISED Arrowhead Library System Multitype Membership Agreement

This agreement is made between the Hakewood Elementary Library (hereinafter referred to as the Library) seeking to improve library service to its users by participating in the Arrowhead Library System Multitype (hereinafter referred to the ALS Multitype) services (as defined in Minnesota Statutes 134.351 – 134.354 and Minnesota Rules 3530.220). **ALS is designated as the multitype system in the counties of Carlton, Cook, Lake, Lake of the Woods, Itasca, Koochiching, and Saint Louis. Member libraries must be located in one of these counties. There are no membership fees.**

- I. The Library must meet the definition of Academic Library, Public Library, School Library Media Center, or Special Library as defined by the Minnesota Department of Education's Multicounty Multitype Aid Guidance and Definition document.

Library: A library is an entity that has a bibliographically organized collection of resources and materials; these collections are accessible to users.

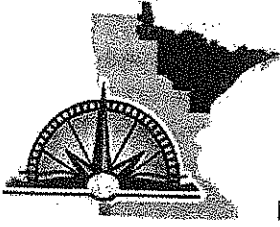
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- II. The Library agrees to:
- A. Share resources with other members to the greatest extent possible within the framework of its own and other libraries' current policies and recognizing its primary responsibility to its own users. Resources may include but are not limited to books, materials, staff expertise, and bibliographic data.
 - B. Participate in networking and communication among all ALS Multitype member libraries. Information required for the ALS Membership Directory and email lists may include, but is not limited to, current contact information, phone number, and email address as well as relevant information about library resources, programming, staffing, and hours of services.
 - C. Provide staff for maintaining the library collection and support ongoing professional development.
 - D. Maintain financial support of its own library at a level which in no way is reduced because of participation in



DRAFT REVISED Arrowhead Library System Multitype Membership Agreement

This agreement is made between the Laura MacArthur Elementary School Library (hereinafter referred to as the Library) seeking to improve library service to its users by participating in the Arrowhead Library System Multitype (hereinafter referred to the ALS Multitype) services (as defined in Minnesota Statutes 134.351 – 134.354 and Minnesota Rules 3530.220). ALS is designated as the multitype system in the counties of Carlton, Cook, Lake, Lake of the Woods, Itasca, Koochiching, and Saint Louis. Member libraries must be located in one of these counties. There are no membership fees.

- I. The Library must meet the definition of Academic Library, Public Library, School Library Media Center, or Special Library as defined by the Minnesota Department of Education's Multicounty Multitype Aid Guidance and Definition document.

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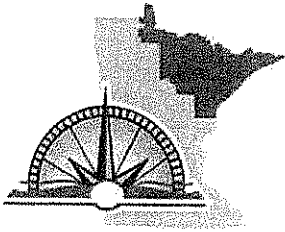
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- II. The Library agrees to:

- A. Share resources with other members to the greatest extent possible within the framework of its own and other libraries' current policies and recognizing its primary responsibility to its own users. Resources may include but are not limited to books, materials, staff expertise, and bibliographic data.
- B. Participate in networking and communication among all ALS Multitype member libraries. Information required for the ALS Membership Directory and email lists may include, but is not limited to, current contact information, phone number, and email address as well as relevant information about library resources, programming, staffing, and hours of services.
- C. Provide staff for maintaining the library collection and support ongoing professional development.
- D. Maintain financial support of its own library at a level which in no way is reduced because of participation in



DRAFT REVISED Arrowhead Library System Multitype Membership Agreement

This agreement is made between the Lincoln Park Middle School Library (hereinafter referred to as the Library) seeking to improve library service to its users by participating in the Arrowhead Library System Multitype (hereinafter referred to the ALS Multitype) services (as defined in Minnesota Statutes 134.351 – 134.354 and Minnesota Rules 3530.220). **ALS is designated as the multitype system in the counties of Carlton, Cook, Lake, Lake of the Woods, Itasca, Koochiching, and Saint Louis. Member libraries must be located in one of these counties. There are no membership fees.**

- I. The Library must meet the definition of Academic Library, Public Library, School Library Media Center, or Special Library as defined by the Minnesota Department of Education's Multicounty Multitype Aid Guidance and Definition document.

Library: A library is an entity that has a bibliographically organized collection of resources and materials; these collections are accessible to users.

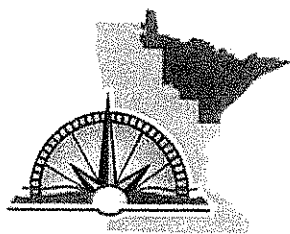
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 - C. Provide staff for maintaining the library collection and support ongoing professional development.
 - D. Maintain financial support of its own library at a level which in no way is reduced because of participation in



DRAFT REVISED Arrowhead Library System Multitype Membership Agreement

This agreement is made between the Lowell Elementary Library (hereinafter referred to as the Library) seeking to improve library service to its users by participating in the Arrowhead Library System Multitype (hereinafter referred to the ALS Multitype) services (as defined in Minnesota Statutes 134.351 – 134.354 and Minnesota Rules 3530.220). **ALS is designated as the multitype system in the counties of Carlton, Cook, Lake, Lake of the Woods, Itasca, Koochiching, and Saint Louis. Member libraries must be located in one of these counties. There are no membership fees.**

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- C. Enhance resource sharing and reciprocal borrowing. This may include services such as interlibrary loan and contracts for databases licensed either in whole or in part by the ALS Multitype.
- D. Provide regional delivery service on a cost-share basis.
- E. Provide members an opportunity to be involved in strategic planning.
- F. Support the sharing of bibliographic data to the extent possible. This may include assistance with the conversion of records to share resources via the regional online catalog.

This membership agreement shall commence January 1, 2018 and will automatically renew each year, except that either party may terminate ALS Multitype membership with sixty (60) days of written notice.

If the Library chooses to terminate its ALS Multitype membership, materials, equipment and other items received from ALS within the last three years will be returned promptly. Any items borrowed from other participating libraries will be returned promptly and/or payment will be made to the owning library for lost or damaged items. The Library terminating its ALS multitype membership shall make no claims against the ALS Multitype.

Lowell Elementary Media Center

Name of Library

Lowell Elementary School

Name of Institution/Organization

Duluth Public Schools / ISD 709

Street Address

2000 Rice Lake Rd.

City State Zip

Duluth MN 55811

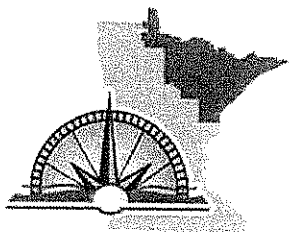
Sheryl J Van Scoy 12/5/17

Signature of Library Contact Date

Douglas A. Halverson 12/27/17

Signature of Authorized Institutional/Organizational Representative Date

Signature of ALS Multitype Board President Date



DRAFT REVISED Arrowhead Library System Multitype Membership Agreement

This agreement is made between the Ordean East Middle School Library (hereinafter referred to as the Library) seeking to improve library service to its users by participating in the Arrowhead Library System Multitype (hereinafter referred to the ALS Multitype) services (as defined in Minnesota Statutes 134.351 – 134.354 and Minnesota Rules 3530.220). **ALS is designated as the multitype system in the counties of Carlton, Cook, Lake, Lake of the Woods, Itasca, Koochiching, and Saint Louis. Member libraries must be located in one of these counties. There are no membership fees.**

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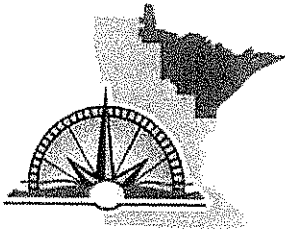
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DRAFT REVISED Arrowhead Library System Multitype Membership Agreement

This agreement is made between the Piedmont Elementary Library (hereinafter referred to as the Library) seeking to improve library service to its users by participating in the Arrowhead Library System Multitype (hereinafter referred to the ALS Multitype) services (as defined in Minnesota Statutes 134.351 – 134.354 and Minnesota Rules 3530.220). **ALS is designated as the multitype system in the counties of Carlton, Cook, Lake, Lake of the Woods, Itasca, Koochiching, and Saint Louis. Member libraries must be located in one of these counties. There are no membership fees.**

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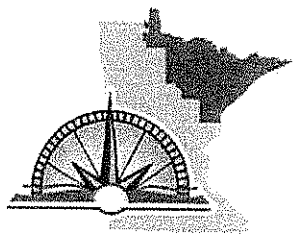
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DRAFT REVISED Arrowhead Library System Multitype Membership Agreement

This agreement is made between the Stowe Elementary Library (hereinafter referred to as the Library) seeking to improve library service to its users by participating in the Arrowhead Library System Multitype (hereinafter referred to the ALS Multitype) services (as defined in Minnesota Statutes 134.351 – 134.354 and Minnesota Rules 3530.220). **ALS is designated as the multitype system in the counties of Carlton, Cook, Lake, Lake of the Woods, Itasca, Koochiching, and Saint Louis. Member libraries must be located in one of these counties. There are no membership fees.**

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Stowe Elementary
Name of Library

- ISD #1709
Name of Institution/Organization

715 101st Ave W
Street Address

Duluth MN 55808
City State Zip

Bin Arling 11/16/17
Signature of Library Contact Date

Douglas C. Hahn 12/22/17
Signature of Authorized Institutional/Organizational Representative Date

Signature of ALS Multitype Board President Date

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT December 2017

Facilities Management – Maintenance and Operations – General:

- In the past month the Facilities maintenance crews have completed 186 work orders, and are currently working on 593 open work orders.
- Facilities maintenance trade crews are currently scheduled at Denfeld.
- The District has received a CIP rebate in the amount of \$744.15, from MN Power for installing improved lighting and VFD on air handling units at various sites district wide.
- Access control schedules at elementary sites were modified due to the Preschool program ending later in the day than the regular end of day at 2:15 PM.
- Negotiations for a new contract period with the Fireman and Oilers have begun.
- Negotiations with the City of Duluth for the sale of a small buffer zone and wetland in Hartley that we own are now in progress. This process will also include the needed zoning changes to allow us to market the balance of the property.

Capital Construction:

- The Rockridge Academy received the “Certificate of Completion” on Thursday January 4, 2018, and “The Hills” officially started the first day of school at the Rockridge Academy on January 5, 2018. Punch list items and other tasks will continue to be worked on, with site work to begin once spring allows.
- We have entered into agreement with RW Fern and Associates for Phase 2 of the stairwell restoration project at Denfeld to be completed this summer FY 19.
- Bid documents for the Lakewood roof replacement for this coming summer FY 19 will be going out shortly.
- A revised LTFM document will be forthcoming in February or March.

Building Operations

- Operations and trades staff are working hard together to prepare Rockridge Academy for students the first week of the new year.

Health, Safety & Environmental Management:

Environmental/Health/Safety

- Fire sprinkler inspections were completed for the last building this month. The deficiency reports were reviewed and work was approved for Brother's Fire to correct the deficiencies that required attention. The work began over the holiday break and will continue this month.
- Continue to conduct ergonomic reviews with one preventative recommendation for a sit stand desk this month.
- 1 pallet of microwaves and mini refrigerators were recycled along with 3 pallets of computer equipment that was replaced this fall. The Rockridge project is expected to have several more pallets of electronics to recycle this month.
- Playground inspections: During inspections it was noted that several playgrounds were ice covered and dangerous due to abnormally wet ground conditions and weather. Ice Melt was applied to try and alleviate the condition, but cold weather prevented the ice from melting away. Playgrounds reopened after they became snow covered once again and continued to be monitored.
- A review of the kiln area at Stowe was completed to determine whether or not there was sufficient room for a larger kiln based on area, fire code, and insurance recommendations.

Emergency Response

- Rockridge emergency kit was put together and will be delivered the first week of school.
- Evacuation plans were completed for Rockridge

Workers' Compensation Activities

- Conducted an audit of workers compensation injuries to ensure the OSHA log was correct for end of year reporting.
- Conducted meetings with HR, principals, and an employee to return one employee to work on a stepped schedule based on doctors recommendations.
- OSHA Recordables for the month: 3 – Back pain while driving a bus, right foot broken when stepping off bus, torn left ACL while coaching.
- First report of injuries: 19

MEMO

To: School Board
William Gronseth

From: Douglas A. Hasler, CFO *DH*

Date: January 10, 2018

Re: Contractual Authorization Limits

There was significant discussion in reference to the proposed resolution for the Superintendent and the CFO to sign contracts in amounts up to \$25,000 during the Annual Organizational Meeting on January 2nd. As a follow-up to that discussion, I have compiled a survey of Minnesota school districts with student enrollments comparable to our own to see how our contractual authorization limit compares to the limits in place in these other school districts. Please see the attachment.

The school districts included in this survey have student enrollments ranging from 7,000 to 12,000. I was able to gather contractual authorization limits for the 17 school districts shown on the attached document (one school district, White Bear Lake, did not respond to my survey request). One school district (Roseville Public School District) has the same \$25,000 contractual authorization limit as our own. All of the remaining school districts have contractual authorization limits exceeding ours, including a number which have no specific limit other than the requirement that the contract be covered through the approved budget.

I hope that this information is helpful to you. Please let me know if you have any additional questions on this matter.

**Survey of Contractual Authorization Threshold
Minnesota School Districts
(7,000 to 12,000 Student Enrollments)**

District Name	2016-17 Enrollment	Current Authorization
Duluth Public School District	8,547	\$25,000
Mankato Public School District	8,660	\$50,000
Eastern Carver County Public School	9,690	\$50,000
Burnsville Public School District	9,247	\$50,000
Farmington Public School District	7,199	\$100,000
Lakeville Public School District	10,993	\$100,000
Bloomington Public School District	10,645	No limit if within approved budget or \$100,000
Eden Prairie Public School District	8,958	No limit if within approved budget
Edina Public School District	8,587	\$90,000
Minnetonka Public School District	10,567	No limit if within approved budget
Wayzata Public School District	11,292	No limit if within approved budget
Mounds View Public School District	11,556	No limit if within approved budget
North St. Paul-Maplewood Oakdale District	10,528	No limit if within approved budget
Roseville Public School District	7,684	\$25,000
Prior Lake-Savage Area Schools	8,425	No limit if within approved budget
Shakopee Public School District	8,304	\$100,000
St. Cloud Public School District	9,802	No limit if within approved budget
Stillwater Area Public School District	8,357	\$100,000

MEMO

To: School Board Members
William Gronseth, Superintendent

From: Douglas A. Hasler, CFO *DH*

Date: January 11, 2018

Re: Compensatory Education Analysis

At the request of Board Member Nora Sandstad, we have prepared an analysis for an alternative method of allocating Compensatory Education revenue (see attached).

Member Sandstad requested that this analysis be based on allocating 80% of FY 19 Compensatory Education revenues to the 13 traditional school sites, with a portion of such allocations to be designated as discretionary. Under this proposal, the allocation for each school site would increase by 5% for the next two years, reaching 90% in FY 21.

The attached analysis addresses FY 19 only. To prepare this analysis, it was necessary to establish the percentage of the discretionary portion of each building site's allocation. As a starting point, the attached analysis is based on designating 40% of the Comp Ed revenue amount (or half of the 80% allocation) as "discretionary".

The attached document (titled "FY 18 TO FY 19 COMP ED COMPARISON") includes columns of funding amounts for FY 2018 and FY 2019 designated as "Allocated". The "allocated" funding amounts for each fiscal year represents funding support for district-wide classroom ratios.

We will review this analysis during next week's Business Committee meeting, and look forward to your comments and input on this issue.

FY 18 TO FY 19 COMP ED COMPARISON

		2018				2019			2019
		2018 Generated	2018 Budget	Allocated	Discretionary	2019 Generated	Allocated	Discretionary	Site Totals
Congdon Park	435	91,628.37	460,285	460,285		82,532.84	104,779	33,013	137,792
Homecroft	475	53,757.45	287,678	287,678		53,088.10	65,547	21,235	86,782
Lakewood	500	58,411.08	163,018	163,018		60,093.54	50,769	24,037	74,806
Lester Park	510	33,003.33	383,582	383,582		41,211.69	83,073	16,485	99,558
Lowell	520	256,324.08	390,741	326,057	64,684	245,901.89	148,212	98,361	246,573
MacArthur	525	819,359.82	385,975	268,500	117,475	913,334.24	415,185	365,334	780,519
Myers	540	893,978.37	423,714	297,267	126,447	1,056,672.11	473,604	422,669	896,273
Piedmont	550	697,616.58	534,766	404,771	129,995	768,409.20	370,701	307,364	678,065
Stowe	565	391,653.78	261,268	191,785	69,483	484,251.04	229,584	193,700	423,284
Subtotals		3,295,732.86	3,291,027.00	2,782,943.00	508,084.00	3,705,494.65	1,941,454.00	1,482,198.00	3,423,652.00
Lincoln Park	225	546,400.35	435,493	199,496	235,997	858,713.70	411,398	343,485	754,883
Ordean East	335	143,941.59	341,237	341,237		136,715.54	171,848	54,686	226,534
Subtotals		690,341.94	776,730.00	540,733.00	235,997.00	995,429.24	583,246.00	398,171.00	981,417.00
Denfeld	215	735,861.93	577,918	297,752	280,166	735,297.55	390,690	294,119	684,809
East	220	121,422.30	474,014	474,014		122,485.74	225,280	48,994	274,274
Subtotals		857,284.23	1,051,932	771,766	280,166	857,783.29	615,970	343,113	959,083
TOTALS		4,843,359.03	5,119,689.00	4,095,442.00	1,024,247.00	5,558,707.18	3,140,670.00	2,223,482.00	5,364,152.00
Comp Ed FTE for class size reduction				42.20			32.60		
FTE Difference of 9.6 FTE in Dollars							(921,600)		

Independent School District No. 709

1/10/2018

COMPENSATORY EDUCATION REVENUE ALLOCATION

For The Year Ending June 30, 2019

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156

	Col 1			Col 2	Col 3	Col 4	Col 5	Col 6	Col 7	Col 8	Col 9	
	10/1/2017			Calculated	+ / -		Balance	3.5%	Balance	Col 4 Plus	Comp	Proj
<u>Elementary</u>	Total	Total	Total	Comp Ed	80%	40% of Col 1	of 80%	Extended	Reallocated	Col 6	Ed	Enroll
	Enroll	Free	Reduced	Revenue	Allocation	Discretionary	Allocation	Time	based on	Amt for Ratio	FTE	Ratio
								Activities	Enroll %			FTE
Congdon Park	596	99	21	82,533	66,026	33,013	33,013	2,889	71,766	104,779	1.10	21.80
Homecroft	368	50	38	53,088	42,470	21,235	21,235	1,858	44,312	65,547	0.70	13.60
Lakewood	222	38	38	60,094	48,075	24,037	24,037	2,103	26,732	50,769	0.50	8.00
Lester Park	553	58	33	41,212	32,969	16,485	16,485	1,442	66,588	83,073	0.90	17.50
Lowell	414	145	25	245,902	196,722	98,361	98,361	8,607	49,851	148,212	1.50	15.00
MacArthur	414	285	37	913,334	730,667	365,334	365,334	31,967	49,851	415,185	4.30	12.60
Myers-Wilkins	423	313	34	1,056,672	845,338	422,669	422,669	36,984	50,935	473,604	4.90	13.90
Piedmont	526	299	29	768,409	614,727	307,364	307,364	26,894	63,337	370,701	3.80	18.10
Stowe	298	174	27	484,251	387,401	193,700	193,700	16,949	35,883	229,584	2.40	9.10
	3,814	1,461	282	3,705,495	2,964,396	1,482,198	1,482,198	129,692	459,256	1,941,454	20.11	129.60
<u>Middle Schools</u>												
Lincoln Park	564	319	49	858,714	686,971	343,485	343,485	30,055	67,913	411,398	4.30	23.00
Ordean East	973	155	50	136,716	109,372	54,686	54,686	4,785	117,162	171,848	1.80	39.00
	1,537	474	99	995,429	796,343	398,172	398,172	34,840	185,075	583,247	6.09	62.00
<u>High Schools</u>												
Denfeld	802	332	94	735,298	588,238	294,119	294,119	25,735	96,571	390,690	4.10	32.00
East	1,464	172	74	122,486	97,989	48,994	48,994	4,287	176,285	225,279	2.30	51.00
	2,266	504	168	857,783	686,227	343,113	343,113	30,022	272,856	615,970	6.40	83.00
Subtotal reg. ed schools	7,617	2,439	549	5,558,707	4,446,966	2,223,483	2,223,483	194,555	917,187	3,140,670	32.60	274.60