

**INTERMEDIATE SCHOOL DISTRICT 917
IN DAKOTA COUNTY**

REGULAR SCHOOL BOARD MEETING

Tuesday, September 3, 2019

AGENDA:

- I. **Call to Order - Chair Lewis**
- II. **Conduct Pledge of Allegiance - Chair Lewis**
- III. **Visitors opportunity to be heard - Chair Lewis**
- IV. **Additions to the agenda - Chair Lewis**
- V. **Good News Report - Directors** 2
- VI. **Consent Items - Chair Lewis**
 - A. Minutes, August 20, 2019, School Board Meeting 12
 - B. Personnel Considerations 15
- VII. **Business Manager's Report - Nicolle Roush**
 - A. Review and Approve Payment of Bills 19
 - B. Review and Approve Wire Transfers 28
- VIII. **Policies**
 - A. Review and Approve Policy 410-Family Medical Leave Act, final reading - Mark Zuzek 29
 - B. Review and Approve Policy 616 - School District System Accountability, final reading - Mark Zuzek 40
 - C. Review and Approve Policy 806 - Crisis Management Policy, final reading - Mark Zuzek 47
- IX. **New Business**
 - A. Approve 2019-2020 917 Operational Focus - Mark Zuzek 48
 - B. Approve lead teachers for DCALS South - Eric VanBrocklin 50
- X. **Consider Future Agenda Items**
- XI. **Adjournment**

SCHOOL BOARD CALENDAR INFORMATION SCHOOL BOARD CALENDAR INFORMATION

September 17, 2019 - 3:30 - 7:30 PM, Options, 151 W. Burnsville Pkway, #100, Burnsville

September 17, 2019 - 3-7 PM, Juvenile Services Center, 1600 Highway 55 West. Hastings

September 26, 2019 - 3:30-7:30 PM, DCALS Open House, 1300 145th Street East, Rosemount (DCTC)

September 26, 2019 - 3:30-7:30 PM, DCALS North Open House, 150 E. Marie, WSP

September 26, 2019 - 3:30-7:30 PM, DCALS South Open House, 421 Walnut Street, Farmington

October 20, 2019 - 3:30-7:30 PM, TESA Open House, 1300 145th Street East, Rosemount (DCTC)

Good News
Special Education

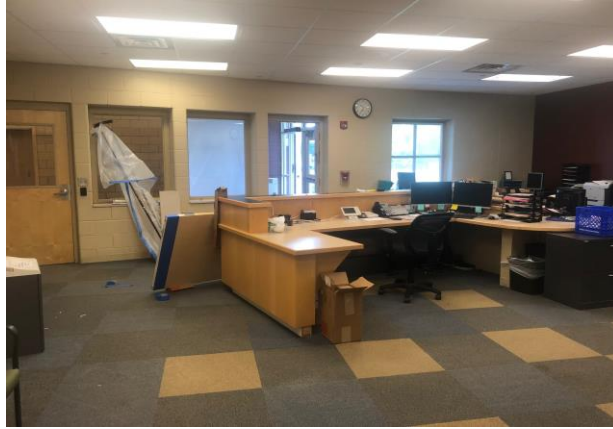
- The kindergarten through second grade students who are deaf/hard of hearing (D/HH) at Gideon Pond Elementary spent their extended school year (ESY) program immersed in language and learning about art, math, and time. The students in third through fifth grades spent their ESY program learning the skills needed to be a detective. Students learned how to take fingerprints, how to look for clues, and how to problem-solve. At the end of instruction, they used all of their skills to write their own mysteries. They then used our green-screen technology (available in the AT library) to create a news report about their crime. The students had such a wonderful experience and learned all about new technology!
- On August 1, the last day of ESY, Betsy Larsen’s students at LNHS PACES, put on a play performance “The Little Red Hen Makes a Pizza.” The performance was a big success, refreshments were served after the show.
- On August 8, 2019 the county and school staff from the New Chance program hosted a student and family picnic at Jensen Lake Shelter in Eagan . The event was a success with all of the students in attendance with at least one of their family members. Everyone enjoyed the BBQ and weather.



- During the month of August, a camp for area students that are blind or visually impaired was held at Concord Education Center and was facilitated by Sheri Frisque and Katrina Mayes. Students from several districts attended, and participated in several activities such as meal planning, grocery shopping, food preparation, and other activities of daily living. The group went off-campus each day and visited various places within the metro, including a day at the MSP Airport to practice navigating security checkpoints. The group also participated in playing Goalball, which is similar to dodgeball. Craig Horejsi from Camp Butterscotch instructed the group on how to play and served as a referee during the games. It was a great experience and was attended by several family members and 917 staff.



- Summer construction projects are wrapping up at Lebanon. The reception desk has been enclosed to make a secure reception area for the administrative assistant. In turn, this opens up an office space for the new school resource officer for the building. One of the doors for the kitchen has been set back so that it is not opening directly into the hallway.
- Summer construction at Alliance Education Center on the new gym floor, Project Discovery space and offices, and new security entrance is nearly complete. The gym floor has already been put to use with many of our new staff trainings. The security entrance is in the final stages. Below are photos of our renovations.

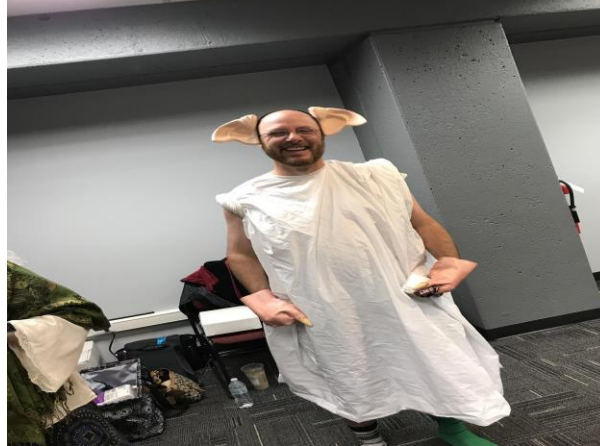


- Last Thursday and Friday new staff to AEC had the chance to participate in a competitive scavenger hunt around the building with their mentors in an effort to acclimate to their new environment. Each team had a series of 30 questions that were areas of the building or people in the building that they were going to need to know throughout the year. The teams got bonus points for taking a selfie of the activity, object, or person. Everyone was running around the building and we got some great shots of our new staff.



- This year the theme for the special education department welcome back was again focused on literacy. Approximately 200 staff were greeted on Monday by the special education administrative team dressed as characters from Harry Potter. In addition to a presentation on literacy from Dr. Brooke Peterson, we had speakers on communication from Creatively focused, and presentations on due process from Jamie Dalbesio and Terri Gulbransen as well as assistive technology from Amanda Peters. Below are a few administrators in costume.





- Staff at Lebanon and Cedar had a busy workshop week. Besides the district and special education department workshops, staff from both sites spent time reviewing progress on High Leverage Practices from last year and HLP goals for the upcoming year along with expectations and processes. Staff from Cedar worked on data collection while LEC staff spent time on PBIS, reviewing suspension, restrictive, and police call data based on race/ethnicity and meeting with the SRO to discuss her role and involvement. Teachers from both sites spent time with Kayleen Taffe on word walls and learning intentions. They then broke into small groups to work through a rotation, spending time with Kayleen on their specific reading curriculums, occupational therapists on their role and use of sensory items, and with speech/language pathologists and Amanda Peters on Assistive Technology. Mental health professionals and practitioners reviewed changes in CTSS regulations and procedures.
- The movement of items from the DASH program at Christa McAuliffe Elementary to Pinecrest Elementary went smoothly. DASH staff in that classroom room are looking forward to continuing to meet student needs in the new elementary setting in Hastings. Additionally, due to construction, the DASH program at HMS moved to HHS for the 2019-2020 school year.
- TESA Open House was held at Bloomington Transition Center, Wednesday, August 28th. The attendance was great, with nearly half of the families attending open house. Families were given

the opportunity to tour the program, learn about transition programming, as well as meet and talk with teachers and learn about community work opportunities and post-secondary options. TESA is excited about the opportunity to provide transition services at Bloomington Transition Center.

Good News Report
Secondary Programs
Sept. 2019

-I went over Summer School records and this is what we had this year:

210+ students registered for Summer School between Main, North, Sibley and Simley
176 students completed at least partial credit (they were logged in at some point during the summer session)

126 courses were completed and awarded a full semester credit

14 students graduated (this number may be higher as I'm not sure if the Sibley/Simley students graduated or were just catching up on credits)

-Pam Biegler-DCALS Teacher

-We had a successful workshop week. We welcomed our new staff. We were able to take a visit to the Northfield Retirement Community and hear from Sen. Greg Clausen. Staff is excited to get the year going.

-Our new DCALS South site is set to open on Tuesday. There have been some last minute finishing touches that have been worked on in conjunction with ISD 192 staff. The building is going to be a great option for many students as we begin this first year.





INTERMEDIATE SCHOOL DISTRICT 917

A School Board Meeting of the Intermediate School District 917 School Board was held on Tuesday, August 20, 2019 at Dakota County Technical College, 1300 145th Street East, Rosemount.

Members Present: Dick Bergstrom, DeeDee Currier, Kathy Lewis, Wendy Felton, Jill Lewis, Vanda Pressnall, Russ Rohloff, Melissa Sauser, Byron Schwab, and ex-officio member Superintendent Mark Zuzek.

Members Absent: none.

Also Present: Nicolle Roush, Eric VanBrocklin, Melissa Schaller, and Linda Berg

School Board Chair Jill Lewis called the meeting to order at 5:00 PM.

There were no visitors to be heard.

District 917 Notary Public, Linda Berg, administered the oath of office to appointed Board Member Kathy Lewis (Lakeville).

1. Motion by Dick Bergstrom to nominate Kathy Lewis as Treasurer. There were no other nominations. Motion by Byron, seconded by Vanda Pressnall to close nominations. Motion passed unanimously to elect Kathy Lewis as Treasurer. All present voted aye. Motion carried.

The good news reports were presented.

2. Motion by Byron Schwab, seconded by Dick Bergstrom, to approve the consent items, as presented. All present voted aye. Motion carried.
 - **Minutes:** July 9, 2019, Regular School Board Meeting
 - **Minutes:** July 9, 2019, Organizational School Board Meeting
 - **Personnel: New Hires:** Darnisha Adams, Special Education Teacher, effective August 22, 2019. Andrea Amos, Classroom Assistant, effective August 29, 2019. Laura Armstrong, School Social Worker, effective August 22, 2019. Melissa Ashmun, Math/Science Teacher, effective August 22, 2019. Matthew Bruns, Special Education Teacher, effective August 22, 2019. Anna Busch, Graphic Design Teacher, effective August 22, 2019. Julie Cooper, Classroom Assistant, effective August 29, 2019. TreJean Curry, Classroom Assistant, effective August 29, 2019. Amy Dawson, Speech Language Pathologist, effective August 22, 2019. Latricia Domally, Special Education Teacher, effective August 22, 2019 (from Program Assistant to Special Education Teacher). Samantha Engelby, Classroom Assistant, effective August 29, 2019. Amanda Goblirsch, Classroom Assistant, effective August 29, 2019. Kerry Goetz, Classroom Assistant, effective August 29, 2019. De'Andre Gordon, Classroom Assistant, effective August 29, 2019. Benjamin Hanson, English Teacher, effective August 22, 2019. Jessica Hereford, Classroom Assistant, effective August 29, 2019. Christine Herzog, Mental Health Professional, effective August 22, 2019. Erika Hildreth, Classroom Assistant, effective August 29, 2019. Jennifer Johnson, Classroom Assistant, effective August 29, 2019. Emma Karnes, Classroom Assistant, effective August 29, 2019. Robin Knight, Special Education Teacher, effective August 22, 2019 (from Classroom Assistant to Special Education Teacher). Rylee Knips, Special Education Teacher, effective August 22, 2019. Katy Lawrence, Classroom Assistant, effective August 29, 2019. Kate Lommel, Classroom Assistant, effective August 29, 2019. Amanda Lutz, Classroom Assistant, effective August 29, 2019. Kimberly McInnes, Classroom Assistant, effective August 29, 2019. Michaela Menigo, Teacher of Deaf/Hard of Hearing, effective August 22, 2019. Alycia Monserrate Novotny, Classroom Assistant, effective August 29, 2019. James Myrman, Classroom Assistant, effective August 29, 2019. Alicia Odell, Board Certified Behavior Analyst, effective August 1, 2019. Laurie Robertson, Information Management Assistant 1, effective August 21, 2019. Kacy

Rodamaker, Classroom Assistant, effective August 29, 2019. Emily Sanderson, Classroom Assistant, effective August 29, 2019. Amy Schumacher, Mental Health Professional, effective August 22, 2019. Whitney Sizer, School Psychologist, effective August 22, 2019. Kelsey Sletten, Special Education Teacher, effective August 22, 2019. Kristi Stirler, Classroom Assistant, effective August 29, 2019. Amber Swanson, Classroom Assistant, effective August 29, 2019. Brittany Swanson, Special Education Teacher, effective August 22, 2019 (from Classroom Assistant to Special Education Teacher). Erica Tekampe, Classroom Assistant, effective August 29, 2019. Bethany Thorson, Classroom Assistant, effective August 29, 2019. Jessica Ventrone, Classroom Assistant, effective August 29, 2019. Kim Wald, Math Teacher, effective August 22, 2019. Jacob Watson, Classroom Assistant, effective August 29, 2019. Molly Wuotila, Classroom Assistant, effective August 29, 2019. *Rehires:* Olivia Brown, Speech Language Pathologist, effective August 23, 2019, through December 20, 2019. Megan Glockner, School Psychologist, effective August 23, 2019. Sarah Ludewig, Teacher of the Deaf/Hard of Hearing, effective August 22, 2019 (from Community Expert to Special Education Teacher). Hannia Williams, Classroom Assistant, effective August 29, 2019. *Resignations & Terminations:* Donn Anderson, Classroom Assistant, effective August 6, 2019. Heather Beigel, Health Associate, effective August 12, 2019. Katherine Bonine, Classroom Assistant, effective July 18, 2019. Trevor Capra, Classroom Assistant, effective August 2, 2019. Kasandra Doelp, Speech Language Pathologist, effective August 12, 2019. Christina Johnson, Program Assistant, effective August 14, 2019. Stephanie Juenemann, Classroom Assistant, effective August 15, 2019. Jane Kringen, Sign Language Interpreter, effective August 16, 2019. Nicole Lohman, Classroom Assistant, effective August 12, 2019. Amanda Lutz, Classroom Assistant, effective August 13, 2019. Andrea Menzia, Classroom Assistant, effective August 1, 2019. Heather Moss, Program Assistant, effective July 29, 2019. Jidefor Onyeneho, Program Assistant, effective August 19, 2019. Amy Reiersen, Classroom Assistant, effective July 31, 2019. Danielle Rother, Classroom Assistant, effective July 22, 2019. Kenwon Tran, Classroom Assistant, effective August 23, 2019. Estan Tyler, Program Assistant, effective August 1, 2019. Estanie Tyler, Program Assistant, effective August 9, 2019. Cassandra Urbano, Classroom Assistant, effective August 18, 2019. Kelsey Vansgard, Program Assistant, effective August 15, 2019. Jackson Woolems, Program Assistant, effective August 1, 2019. Rebecca Zuehlke, School Social Worker, effective August 9, 2019.

3. Motion by Russ Rohloff, seconded by Byron Schwab to approve the bills from June 27, 2019 to August 15, 2019, and also some previously missed bills in 2018, wire transfers and Investment Reports for the month of June and all of 2018-2019 as presented by the Business Manager. All present voted aye. Motion carried.
4. The School Board Committee assignments were reviewed and changed. (Addendum A.)
5. Policies 410-Family Medical Leave Act, Policy 616-School District System Accountability; and Policy 806-Crisis Management Policy were reviewed on a first reading basis.
6. Motion by Byron Schwab, seconded by Melissa Sauser, to approve Policy 419 – Tobacco Prohibition Policy, Policy 526-Hazing Prohibition; and Policy 501 School Weapons on a final reading with minor changes in the Tobacco policy. (Addendum B.) All present voted aye. Motion carried.
7. Board members reviewed the School Board Agenda items for 2019-2020. School Board meetings will be held at some of the new 917 sites including Bloomington and DCALS South in Farmington.
8. Motion by Vanda Pressnall, seconded by DeeDee Currier, to approve the agreement between ISD #199 and ISD #192 for the purchase of early childhood special education teachers for early childhood mental health programs. (Addendum C.) All present voted aye. Motion carried.

The operational focus items for 2019-2020 were reviewed.

9. Motion by Wendy Felton, seconded by Dick Bergstrom to approve Melanie Rix as the lead teacher for Anthony Louis, JSC, Options, PHD, Related Services, Curriculum and Testing for 2019-2020.

(Addendum D.) All present voted aye. Motion carried.

The January 21, 2020, School Board Work Session was cancelled and will be combined with the regular school board meeting on Tuesday, January 7, 2020, beginning at 5 PM.

Motion by Byron Schwab, seconded by Russ Rohloff to adjourn the meeting. All present voted aye. Motion carried.

There being no further business the meeting adjourned at 5:54 PM.

The next regular School Board Meeting will be Tuesday, September 3, 2019, at 5:00 PM.

Clerk

**SUMMARY OF PERSONNEL ITEMS RECOMMENDED
FOR ACTION AT BOARD MEETING OF SEPTEMBER 3, 2019**

NEW HIRES:

Alexander Bruechert, Classroom Assistant, effective August 29, 2019.

Celeste Grussing, Classroom Assistant, effective August 29, 2019.

Jennifer Hanson, Classroom Assistant, effective August 29, 2019 (from Student Assistant to Classroom Assistant).

Sawyer Helgeson, Classroom Assistant, effective August 29, 2019.

Megan Luscomb, Classroom Assistant, effective August 29, 2019.

Jody Nash, Classroom Assistant, effective August 29, 2019.

Jack Overstreet, Classroom Assistant, effective August 29, 2019 (from Student Assistant to Classroom Assistant).

Catherine Rutter, Classroom Assistant, effective August 29, 2019.

Jordan Scott, School Social Worker, effective August 22, 2019.

Leah Swenson, Brailist, effective August 19, 2019.

Jacqueline Wilkie, Special Education Teacher, effective August 22, 2019.

RE-HIRES:

Amy Hart, Classroom Assistant, effective August 29, 2019.

CHANGE IN STATUS:

Tracie Anderson, Board Certified Behavior Analyst, leave request beginning September 3, 2019, with an expected return date of September 16, 2019.

Caroline Peterson, Sign Language Interpreter, leave request effective on or about October 28, 2019, with an expected return date of January 21, 2020.

Jaclyn Suchy, Classroom Assistant, intermittent leave request beginning September 1, 2019, with an expected return date of September 2, 2020.

RESIGNATIONS & TERMINATIONS:

Kasandra Andersen, Classroom Assistant, effective August 19, 2019.

Lucretia Andrews, Classroom Assistant, effective August 20, 2019.

Samuel Betterley, Classroom Assistant, effective August 30, 2019.

Olivia Billock, Classroom Assistant, effective August 22, 2019.

Renee Bouchareb, Classroom Assistant, effective August 22, 2019.

Julie Cooper, Classroom Assistant, effective August 22, 2019.

Amy Fillhouer, Sign Language Interpreter, effective August 30, 2019.

Fadumo Haji, Classroom Assistant, effective August 23, 2019.

Roger Ketterling, Classroom Assistant, effective September 3, 2019.

Karissa Martin, Mental Health Practitioner, effective August 22, 2019.

Lisa Ott, Board Certified Behavior Analyst, effective September 27, 2019.

Lindsey Proeng, DAPE Teacher, effective August 23, 2019, contingent upon finding a suitable replacement.

Kelsey Sletten, Special Education Teacher, effective August 21, 2019.

Mary Stadelman, Program Assistant, effective August 26, 2019.

<u>Last name</u>	<u>First name</u>	<u>Position</u>	<u>New Hire, Rehire, or Employee Status Change</u>	<u>Site</u>	<u>Program</u>	<u>Reason for Vacancy</u>	<u>Educational Level</u>	<u>Lane &/or Step</u>	<u>Salary/ Hourly Rate</u>	<u>Start Date</u>
BRUECHERT	ALEXANDRA	Classroom Asst	New Hire	Gideon Pond	D/HH	Replace resignation	Bachelor's degree	1	\$ 18.01	8/29/19
GRUSSING	CELESTE	Classroom Asst	New Hire	Cedar	SUN	Replace resignation	Bachelor's degree	1	\$ 18.01	8/29/19
HANSON	JENNIFER	Classroom Asst	Status Change	Concord	SUN	Addition	< 60 credits, passed ParaPro	2	\$ 18.41	8/29/19
HART	AMY	Classroom Asst	Rehire	Alliance	IDEA	Replace resignation	Associate's degree	3	\$ 18.81	8/29/19
HELGESON	SAWYER	Classroom Asst	New Hire	Concord	SUN	Replace resignation	Associate's degree	1	\$ 18.01	8/29/19
LUSCOMB	MEGAN	Classroom Asst	New Hire	Bloomington Transition	TESA	Addition	< 60 credits, passed ParaPro	1	\$ 18.01	8/29/19
NASH	JODY	Classroom Asst	New Hire	Concord	SUN	Addition	< 60 credits, passed ParaPro	4	\$ 19.21	8/29/19
OVERSTREET	JACK	Classroom Asst	Status Change	Concord	SUN	Addition	Bachelor's degree	2	\$ 18.41	8/29/19
RUTTER	CATHERINE	Classroom Asst	New Hire	Christa McAuliffe	Itinerant D/HH	Addition	Bachelor's degree	1	\$ 18.01	8/29/19
SWENSON	LEAH	Brailist	New Hire	Concord (office)	Itinerant BVI	Addition	Master's degree	5	\$ 20.30	8/19/2019

<u>Last name</u>	<u>First name</u>	<u>Position</u>	<u>New Hire, Rehire, or Employee Status Change</u>	<u>Site</u>	<u>Program</u>	<u>Reason for Vacancy</u>	<u>Educational Level</u>	<u>Years Related/ Teaching Exp.</u>	<u>Lane & Step</u>	<u>Salary</u>	<u>Start Date</u>
SCOTT	JORDAN	School Social Worker	New Hire	Alliance	IDEA/SUN	Addition	MA	1	MA, Step 2	\$45,284	8/22/2019
WILKIE	JACQUELINE	Teacher, Special Education	New Hire	Lakeville North	DASH	Replace Nonrenew	MA	5	MA, Step 6	\$52,215	8/22/2019

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INTERMEDIATE SCHOOL DISTRICT
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* 1901493	06/30/2019	PHIL'S BODY SHOP INC	V	-1000.00	VOID MANUAL CHECK
* 1901590	07/03/2019	SAM'S CLUB/SYNCHRONY BANK	V	-200.00	VOID MANUAL CHECK
* 1901717	06/27/2019	ANNE HOFF, SAFE HARBOR COUNSELING	R	4650.00	ACCOUNTS PAYABLE CHECK
1901718	06/27/2019	BLUE SKY ONLINE CHARTER SCHOOL - IS	R	4167.92	ACCOUNTS PAYABLE CHECK
1901719	06/27/2019	BUG BUSTERS, INC	R	341.00	ACCOUNTS PAYABLE CHECK
1901720	06/27/2019	CANON USA	R	330.40	ACCOUNTS PAYABLE CHECK
1901721	06/27/2019	CENTURYLINK	R	1023.55	ACCOUNTS PAYABLE CHECK
1901722	06/27/2019	IND SCH DIST 192	R	10713.84	ACCOUNTS PAYABLE CHECK
1901723	06/27/2019	IND SCH DIST 192	R	50079.76	ACCOUNTS PAYABLE CHECK
1901724	06/27/2019	IND SCH DIST 195	R	5293.61	ACCOUNTS PAYABLE CHECK
1901725	06/27/2019	IND SCH DIST 197	R	11506.71	ACCOUNTS PAYABLE CHECK
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1901727	06/27/2019	IND SCH DIST 200	R	5449.84	ACCOUNTS PAYABLE CHECK
1901728	06/27/2019	IND SCH DIST 200	R	139.95	ACCOUNTS PAYABLE CHECK
1901729	06/27/2019	IND SCH DIST 659	R	8356.94	ACCOUNTS PAYABLE CHECK
1901730	06/27/2019	MEINKE, STEPHANIE	R	2975.00	ACCOUNTS PAYABLE CHECK
1901731	06/27/2019	SPECIAL SCHOOL DIST #6	R	7520.99	ACCOUNTS PAYABLE CHECK
1901732	06/27/2019	TEACHERS ON CALL	R	573.49	ACCOUNTS PAYABLE CHECK
1901733	06/28/2019	LILLIE SUBURBAN NEWSPAPER, INC	R	121.00	ACCOUNTS PAYABLE CHECK
1901734	06/28/2019	SAM'S CLUB/SYNCHRONY BANK	R	55.96	ACCOUNTS PAYABLE CHECK
1901735	06/28/2019	XCEL ENERGY	R	8355.80	ACCOUNTS PAYABLE CHECK
1901736	07/02/2019	CENTURYLINK	R	179.51	ACCOUNTS PAYABLE CHECK
1901737	07/02/2019	FRONTIER COMMUNICATIONS	R	523.05	ACCOUNTS PAYABLE CHECK
1901738	07/02/2019	INFINITE CAMPUS, INC	R	11516.80	ACCOUNTS PAYABLE CHECK
1901739	07/02/2019	INTEGRATED PROTECTION SYSTEMS	R	3235.00	ACCOUNTS PAYABLE CHECK
1901740	07/02/2019	KRISTEN ENGELHARDT-FISCHBEIN	R	100.00	ACCOUNTS PAYABLE CHECK
* 1901740	07/25/2019	KRISTEN ENGELHARDT-FISCHBEIN	V	-100.00	VOID MANUAL CHECK
1901741	07/02/2019	MARCO INC	R	1342.71	ACCOUNTS PAYABLE CHECK
1901742	07/02/2019	MASA	R	1300.00	ACCOUNTS PAYABLE CHECK
1901743	07/02/2019	MINNESOTA ALLIANCE WITH YOUTH	R	1500.00	ACCOUNTS PAYABLE CHECK
1901744	07/02/2019	NETOP	R	1088.80	ACCOUNTS PAYABLE CHECK
1901745	07/02/2019	ODYSSEYWARE	R	22750.00	ACCOUNTS PAYABLE CHECK
1901746	07/02/2019	SPED FORMS, INC	R	8268.00	ACCOUNTS PAYABLE CHECK
1901747	07/02/2019	U.S. BANK CHARLOTTE	R	113850.00	ACCOUNTS PAYABLE CHECK
1901748	07/02/2019	SPECIAL SCHOOL DIST #6	R	616.78	ACCOUNTS PAYABLE CHECK
1901749	07/03/2019	1000 PETALS LLC	R	200.00	ACCOUNTS PAYABLE CHECK
1901750	07/03/2019	CITY OF INVER GROVE HTS	R	252.19	ACCOUNTS PAYABLE CHECK
1901751	07/03/2019	ECM PUBLISHERS, INC.	R	71.40	ACCOUNTS PAYABLE CHECK
1901752	07/03/2019	HASTINGS STAR GAZETTE	R	62.10	ACCOUNTS PAYABLE CHECK
1901753	07/03/2019	K LYNN PRODUCTIONS	R	60.00	ACCOUNTS PAYABLE CHECK
1901754	07/03/2019	PELLICCI ACE HARDWARE	R	1331.23	ACCOUNTS PAYABLE CHECK
1901755	07/03/2019	409-PRAXAIR DISTRIBUTION INC	R	52.97	ACCOUNTS PAYABLE CHECK
1901756	07/03/2019	REPUBLIC SERVICES #923	R	587.98	ACCOUNTS PAYABLE CHECK
1901757	07/03/2019	SAM'S CLUB/SYNCHRONY BANK	R	174.00	ACCOUNTS PAYABLE CHECK
1901758	07/10/2019	CITY OF APPLE VALLEY	R	120.00	ACCOUNTS PAYABLE CHECK
1901759	07/10/2019	INVER HILLS COMMUNITY COLLEGE	R	1150.51	ACCOUNTS PAYABLE CHECK
1901760	07/10/2019	K LYNN PRODUCTIONS	R	708.00	ACCOUNTS PAYABLE CHECK
1901761	07/10/2019	OFFICE DEPOT	R	249.99	ACCOUNTS PAYABLE CHECK
1901762	07/10/2019	PELLICCI ACE HARDWARE	R	300.00	ACCOUNTS PAYABLE CHECK
1901763	07/10/2019	TRIG LIFE SERVICES	R	1656.00	ACCOUNTS PAYABLE CHECK
1901764	07/10/2019	U.S. POST OFFICE	R	2.66	ACCOUNTS PAYABLE CHECK
1901765	07/18/2019	WISCONSIN SCTF	R	995.39	ACCOUNTS PAYABLE CHECK

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1901767	07/18/2019	F.H. CANN & ASSOCIATES, INC	R	91.50	ACCOUNTS PAYABLE CHECK
1901768	07/18/2019	NCPERS GROUP LIFE INS	R	48.00	ACCOUNTS PAYABLE CHECK
1901769	07/18/2019	WADDELL & REED INC	R	654.16	ACCOUNTS PAYABLE CHECK
1901770	07/18/2019	ACCIDENT FUND GENERAL INSURANCE CO	R	35445.00	ACCOUNTS PAYABLE CHECK
1901771	07/18/2019	AMAZON.COM, LLC	R	799.00	ACCOUNTS PAYABLE CHECK
1901772	07/18/2019	AMSD	R	3700.00	ACCOUNTS PAYABLE CHECK
1901773	07/18/2019	APPLE COMPUTER, INC	R	6160.00	ACCOUNTS PAYABLE CHECK
1901774	07/18/2019	ASCD	R	169.00	ACCOUNTS PAYABLE CHECK
1901775	07/18/2019	COMMISSIONER OF EDUCATION	R	60.00	ACCOUNTS PAYABLE CHECK
1901776	07/18/2019	FRONTIER COMMUNICATIONS	R	1903.67	ACCOUNTS PAYABLE CHECK
1901777	07/18/2019	FRONTLINE TECHNOLOGIES GROUP, LLC	R	3490.00	ACCOUNTS PAYABLE CHECK
1901778	07/18/2019	THE HANOVER INSURANCE GROUP	R	48106.52	ACCOUNTS PAYABLE CHECK
1901779	07/18/2019	METRO ECSU-REGION 11 ISD #920	R	700.00	ACCOUNTS PAYABLE CHECK
1901780	07/18/2019	MN ENERGY RESOURCES CORPORATION	R	98.63	ACCOUNTS PAYABLE CHECK
1901781	07/18/2019	MN SCHOOL BOARDS ASSN	R	6084.00	ACCOUNTS PAYABLE CHECK
1901782	07/18/2019	MONARCH TEACHING TECHNOLOGIES	R	900.00	ACCOUNTS PAYABLE CHECK
1901783	07/18/2019	N2Y INC	R	19639.50	ACCOUNTS PAYABLE CHECK
1901784	07/18/2019	OUTDOOR IMAGES, INC	R	997.00	ACCOUNTS PAYABLE CHECK
1901785	07/18/2019	SHOUTPOINT, INC	R	1035.00	ACCOUNTS PAYABLE CHECK
1901786	07/18/2019	SOURCEWELL TECHNOLOGIES	R	24348.00	ACCOUNTS PAYABLE CHECK
1901787	07/18/2019	SUNBELT STAFFING, LLC	R	1068.75	ACCOUNTS PAYABLE CHECK
1901788	07/18/2019	TIERNEY BROS. INC	R	1355.67	ACCOUNTS PAYABLE CHECK
1901789	07/18/2019	TRANE U.S. INC.	R	1117.00	ACCOUNTS PAYABLE CHECK
1901790	07/24/2019	APPLE VALLEY ISD LLC	R	342.58	ACCOUNTS PAYABLE CHECK
1901791	07/24/2019	DAKOTA COUNTY TECH COLLEGE	R	211368.34	ACCOUNTS PAYABLE CHECK
1901792	07/24/2019	DAKOTA UNLIMITED	R	3409.00	ACCOUNTS PAYABLE CHECK
1901793	07/24/2019	IND SCH DIST 197	R	63009.50	ACCOUNTS PAYABLE CHECK
1901794	07/24/2019	K LYNN PRODUCTIONS	R	60.00	ACCOUNTS PAYABLE CHECK
1901795	07/24/2019	LOFFLER BUSINESS SYSTEMS	R	41.25	ACCOUNTS PAYABLE CHECK
1901796	07/24/2019	MN DEPT OF EMPLOYMENT & ECON DEV.	R	7902.35	ACCOUNTS PAYABLE CHECK
1901797	07/24/2019	OFFICE OF MN.IT SERVICES	R	1242.12	ACCOUNTS PAYABLE CHECK
1901798	07/24/2019	RATWICK, ROSZAK & MALONEY, P.A.	R	1539.00	ACCOUNTS PAYABLE CHECK
1901799	07/24/2019	WESTONE	R	219.15	ACCOUNTS PAYABLE CHECK
1901800	07/24/2019	AAPC PUBLISHING	R	127.75	ACCOUNTS PAYABLE CHECK
1901801	07/24/2019	APPLE COMPUTER, INC	R	8356.00	ACCOUNTS PAYABLE CHECK
1901802	07/24/2019	CENTERPOINT ENERGY	R	50.89	ACCOUNTS PAYABLE CHECK
1901803	07/24/2019	EDUCATORS BENEFIT CONSULTANTS, LLC	R	223.20	ACCOUNTS PAYABLE CHECK
1901804	07/24/2019	HILLER COMMERCIAL FLOORS	R	16000.00	ACCOUNTS PAYABLE CHECK
1901805	07/24/2019	MEDICAREBLUE RX	R	37.90	ACCOUNTS PAYABLE CHECK
1901806	07/24/2019	MN DEPT OF EDUCATION	R	30.00	ACCOUNTS PAYABLE CHECK
1901807	07/24/2019	PTM DOCUMENT SYSTEMS	R	398.13	ACCOUNTS PAYABLE CHECK
1901808	07/24/2019	SHERILYN FRISQUE	R	700.00	ACCOUNTS PAYABLE CHECK
1901809	07/24/2019	SOUTH CENTRAL SERVICE COOPERATIVE	R	605.00	ACCOUNTS PAYABLE CHECK
1901810	07/24/2019	THE CONOVER COMPANY	R	1000.00	ACCOUNTS PAYABLE CHECK
1901811	07/24/2019	TIERNEY BROS. INC	R	7298.60	ACCOUNTS PAYABLE CHECK
1901812	07/24/2019	UNIVERSITY OF MN	R	850.00	ACCOUNTS PAYABLE CHECK
1901813	07/30/2019	PHIL'S BODY SHOP INC	R	500.00	ACCOUNTS PAYABLE CHECK
1901814	07/31/2019	CANON USA	R	119.71	ACCOUNTS PAYABLE CHECK
1901815	07/31/2019	CENTURYLINK	R	1055.78	ACCOUNTS PAYABLE CHECK
1901816	07/31/2019	CENTURYLINK COMMUNICATONS, LLC	R	179.73	ACCOUNTS PAYABLE CHECK
1901817	07/31/2019	CSAM	R	75.00	ACCOUNTS PAYABLE CHECK
1901818	07/31/2019	EDUCATION ASSOCIATES	R	53595.00	ACCOUNTS PAYABLE CHECK
1901819	07/31/2019	FRONTIER COMMUNICATIONS	R	519.46	ACCOUNTS PAYABLE CHECK
1901820	07/31/2019	GOVCONNECTION INC	R	549.00	ACCOUNTS PAYABLE CHECK
1901821	07/31/2019	MACGILL	R	398.00	ACCOUNTS PAYABLE CHECK
1901822	07/31/2019	MARCO INC	R	1367.71	ACCOUNTS PAYABLE CHECK

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1901823	07/31/2019	MENARDS	R	192.71	ACCOUNTS PAYABLE CHECK
1901824	07/31/2019	SAM'S CLUB/SYNCHRONY BANK	R	12.10	ACCOUNTS PAYABLE CHECK
1901825	07/31/2019	SCHOOLS IN	R	410.92	ACCOUNTS PAYABLE CHECK
1901826	07/31/2019	SONOVA USA INC.	R	85113.98	ACCOUNTS PAYABLE CHECK
1901827	07/31/2019	SUNBELT STAFFING, LLC	R	1710.00	ACCOUNTS PAYABLE CHECK
1901828	07/31/2019	TIERNEY BROS. INC	R	2922.00	ACCOUNTS PAYABLE CHECK
1901829	07/31/2019	WINSOR LEARNING	R	5874.00	ACCOUNTS PAYABLE CHECK
1901830	07/31/2019	XCEL ENERGY	R	5071.73	ACCOUNTS PAYABLE CHECK
1901831	08/05/2019	WISCONSIN SCTF	R	995.39	ACCOUNTS PAYABLE CHECK
1901832	08/05/2019	DEPARTMENT OF EDUCATION AWG	R	137.25	ACCOUNTS PAYABLE CHECK
1901833	08/05/2019	F.H. CANN & ASSOCIATES, INC	R	91.50	ACCOUNTS PAYABLE CHECK
1901834	08/05/2019	WADDELL & REED INC	R	654.16	ACCOUNTS PAYABLE CHECK
1901835	08/08/2019	ACCIDENT FUND GENERAL INSURANCE CO	R	35445.00	ACCOUNTS PAYABLE CHECK
1901836	08/08/2019	CANON USA	R	210.69	ACCOUNTS PAYABLE CHECK
1901837	08/08/2019	CENTURYLINK	R	499.46	ACCOUNTS PAYABLE CHECK
1901838	08/08/2019	CITI CARDS	R	132.26	ACCOUNTS PAYABLE CHECK
1901839	08/08/2019	CREATIVELY FOCUSED	R	27575.00	ACCOUNTS PAYABLE CHECK
1901840	08/08/2019	CSAM	R	135.00	ACCOUNTS PAYABLE CHECK
1901841	08/08/2019	CURRICULUM ASSOCIATES, LLC	R	757.12	ACCOUNTS PAYABLE CHECK
1901842	08/08/2019	DOOR SERVICE CO	R	994.55	ACCOUNTS PAYABLE CHECK
1901843	08/08/2019	ECM PUBLISHERS, INC.	R	309.27	ACCOUNTS PAYABLE CHECK
1901844	08/08/2019	EDCLUB INC	R	99.75	ACCOUNTS PAYABLE CHECK
1901845	08/08/2019	EDUCATION ASSOCIATES	R	41947.00	ACCOUNTS PAYABLE CHECK
1901846	08/08/2019	EMEDCO	R	232.83	ACCOUNTS PAYABLE CHECK
1901847	08/08/2019	FIRSTRECORDS, LLC	R	502.40	ACCOUNTS PAYABLE CHECK
1901848	08/08/2019	GANDER PUBLISHING	R	2133.57	ACCOUNTS PAYABLE CHECK
1901849	08/08/2019	GOVCONNECTION INC	R	1248.26	ACCOUNTS PAYABLE CHECK
1901850	08/08/2019	HASTINGS STAR GAZETTE	R	144.90	ACCOUNTS PAYABLE CHECK
1901851	08/08/2019	HOME SCIENCE TOOLS	R	181.70	ACCOUNTS PAYABLE CHECK
1901852	08/08/2019	HOONUIT, LLC	R	6397.00	ACCOUNTS PAYABLE CHECK
1901853	08/08/2019	INT SCH DIST 287	R	2838.75	ACCOUNTS PAYABLE CHECK
1901854	08/08/2019	LEARNING WITHOUT TEARS	R	123.60	ACCOUNTS PAYABLE CHECK
1901855	08/08/2019	LILLIE SUBURBAN NEWSPAPER, INC	R	264.00	ACCOUNTS PAYABLE CHECK
1901856	08/08/2019	MASE	R	199.00	ACCOUNTS PAYABLE CHECK
1901857	08/08/2019	MASBO	R	220.00	ACCOUNTS PAYABLE CHECK
1901858	08/08/2019	MENARDS	R	142.47	ACCOUNTS PAYABLE CHECK
1901859	08/08/2019	MN DEPT OF EDUCATION	R	30.00	ACCOUNTS PAYABLE CHECK
1901860	08/08/2019	MN HISTORICAL SOCIETY	R	784.24	ACCOUNTS PAYABLE CHECK
1901861	08/08/2019	NASCO	R	1031.91	ACCOUNTS PAYABLE CHECK
1901862	08/08/2019	NCS PEARSON INC	R	11285.00	ACCOUNTS PAYABLE CHECK
1901863	08/08/2019	OUTDOOR IMAGES, INC	R	997.00	ACCOUNTS PAYABLE CHECK
1901864	08/08/2019	PEDIATRIC HOME SERVICE	R	3525.00	ACCOUNTS PAYABLE CHECK
1901865	08/08/2019	PLANSOURCE BENEFITS ADMINISTRATION,	R	2831.91	ACCOUNTS PAYABLE CHECK
1901866	08/08/2019	PROFESSIONAL CRISIS MANAGEMENT ASSO	R	14422.80	ACCOUNTS PAYABLE CHECK
1901867	08/08/2019	REPUBLIC SERVICES #923	R	587.98	ACCOUNTS PAYABLE CHECK
1901868	08/08/2019	RIVERSIDE INSIGHTS	R	790.28	ACCOUNTS PAYABLE CHECK
1901869	08/08/2019	SCHOOLFINANCES.COM	R	712.50	ACCOUNTS PAYABLE CHECK
1901870	08/08/2019	SCIENCE MUSEUM OF MINNESOTA	R	270.00	ACCOUNTS PAYABLE CHECK
1901871	08/08/2019	SONOVA USA INC.	R	178.99	ACCOUNTS PAYABLE CHECK
1901872	08/08/2019	SOURCEWELL TECHNOLOGIES	R	47279.96	ACCOUNTS PAYABLE CHECK
1901873	08/08/2019	SUNBELT STAFFING, LLC	R	1368.00	ACCOUNTS PAYABLE CHECK
1901874	08/08/2019	TEACHERS ON CALL	R	861.93	ACCOUNTS PAYABLE CHECK
1901875	08/08/2019	TECHNOLOGY BY DESIGN, LLC	R	11285.76	ACCOUNTS PAYABLE CHECK
1901876	08/08/2019	TRIG LIFE SERVICES	R	1656.00	ACCOUNTS PAYABLE CHECK
1901877	08/08/2019	TRUSTED EMPLOYEES	R	40.35	ACCOUNTS PAYABLE CHECK
1901878	08/08/2019	UNIQUE SOFTWARE CORP	R	179.00	ACCOUNTS PAYABLE CHECK
1901879	08/08/2019	WEST INTERACTIVE SERVICE CORP.	R	1313.25	ACCOUNTS PAYABLE CHECK

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1901880	08/08/2019	WESTERN PSYCHOLOGICAL SERVICES	R	1136.70	ACCOUNTS PAYABLE CHECK
1901881	08/08/2019	XCEL ENERGY	R	3705.62	ACCOUNTS PAYABLE CHECK
1901882	08/08/2019	ZANER-BLOSER	R	4120.20	ACCOUNTS PAYABLE CHECK
1901883	08/16/2019	ACCELERATED TECHNOLOGIES	R	896.30	ACCOUNTS PAYABLE CHECK
1901884	08/16/2019	AESA	R	3560.00	ACCOUNTS PAYABLE CHECK
1901885	08/16/2019	BARB CLARK	R	500.00	ACCOUNTS PAYABLE CHECK
1901886	08/16/2019	ECO SHRED MN, INC	R	135.00	ACCOUNTS PAYABLE CHECK
1901887	08/16/2019	EDUCATORS BENEFIT CONSULTANTS, LLC	R	220.80	ACCOUNTS PAYABLE CHECK
1901888	08/16/2019	FRONTIER COMMUNICATIONS	R	710.31	ACCOUNTS PAYABLE CHECK
1901889	08/16/2019	IND SCH DIST 191	R	26405.40	ACCOUNTS PAYABLE CHECK
1901890	08/16/2019	INTEGRATED PROTECTION SYSTEMS	R	1520.00	ACCOUNTS PAYABLE CHECK
1901891	08/16/2019	INVER HILLS COMMUNITY COLLEGE	R	339.05	ACCOUNTS PAYABLE CHECK
1901892	08/16/2019	MARCO PRODUCTS, INC	R	61.95	ACCOUNTS PAYABLE CHECK
1901893	08/16/2019	METRO ECSU	R	25.00	ACCOUNTS PAYABLE CHECK
1901894	08/16/2019	MN ENERGY RESOURCES CORPORATION	R	75.08	ACCOUNTS PAYABLE CHECK
1901895	08/16/2019	SUNBELT STAFFING, LLC	R	1368.00	ACCOUNTS PAYABLE CHECK
1901896	08/16/2019	TRIG LIFE SERVICES	R	1656.00	ACCOUNTS PAYABLE CHECK
1901897	08/21/2019	WISCONSIN SCTF	R	995.39	ACCOUNTS PAYABLE CHECK
1901898	08/21/2019	DEPARTMENT OF EDUCATION AWG	R	137.25	ACCOUNTS PAYABLE CHECK
1901899	08/21/2019	F.H. CANN & ASSOCIATES, INC	R	91.50	ACCOUNTS PAYABLE CHECK
1901900	08/21/2019	NCPERS GROUP LIFE INS	R	48.00	ACCOUNTS PAYABLE CHECK
1901901	08/21/2019	WADDELL & REED INC	R	654.16	ACCOUNTS PAYABLE CHECK
1901902	08/22/2019	1000 PETALS LLC	R	247.40	ACCOUNTS PAYABLE CHECK
1901903	08/22/2019	AAPC PUBLISHING	R	61.90	ACCOUNTS PAYABLE CHECK
1901904	08/22/2019	ACCELERATED TECHNOLOGIES	R	19567.19	ACCOUNTS PAYABLE CHECK
1901905	08/22/2019	AMAZON.COM, LLC	R	4120.14	ACCOUNTS PAYABLE CHECK
1901906	08/22/2019	APPLE COMPUTER, INC	R	616.00	ACCOUNTS PAYABLE CHECK
1901907	08/22/2019	BOWLINGRAMPS.COM	R	928.00	ACCOUNTS PAYABLE CHECK
* 1901907	08/26/2019	BOWLINGRAMPS.COM	V	-928.00	VOID MANUAL CHECK
1901908	08/22/2019	CANON USA	R	210.69	ACCOUNTS PAYABLE CHECK
1901909	08/22/2019	COMMERS THE WATER STORE	R	128.34	ACCOUNTS PAYABLE CHECK
1901910	08/22/2019	DAKOTA AWARDS & ENGRAVING	R	12.00	ACCOUNTS PAYABLE CHECK
1901911	08/22/2019	FRONTIER COMMUNICATIONS	R	1193.36	ACCOUNTS PAYABLE CHECK
1901912	08/22/2019	GOVCONNECTION INC	R	615.56	ACCOUNTS PAYABLE CHECK
1901913	08/22/2019	GRAINGER W W INC.	R	227.70	ACCOUNTS PAYABLE CHECK
1901914	08/22/2019	HILLER COMMERCIAL FLOORS	R	54916.00	ACCOUNTS PAYABLE CHECK
1901915	08/22/2019	INTEGRATED PROTECTION SYSTEMS	R	18153.11	ACCOUNTS PAYABLE CHECK
1901916	08/22/2019	JOHNSON CONTROLS FIRE PROTECTION	R	420.00	ACCOUNTS PAYABLE CHECK
1901917	08/22/2019	LIGHTSPEED TECHNOLOGIES	R	70.00	ACCOUNTS PAYABLE CHECK
1901918	08/22/2019	LOFFLER BUSINESS SYSTEMS	R	5929.92	ACCOUNTS PAYABLE CHECK
1901919	08/22/2019	MEDICA	R	1767.52	ACCOUNTS PAYABLE CHECK
1901920	08/22/2019	MEDICAREBLUE RX	R	37.90	ACCOUNTS PAYABLE CHECK
1901921	08/22/2019	MENARDS	R	22.98	ACCOUNTS PAYABLE CHECK
1901922	08/22/2019	MIDWEST SPECIAL INSTRUMENTS, CORP	R	2009.45	ACCOUNTS PAYABLE CHECK
1901923	08/22/2019	MINNESOTA ALLIANCE WITH YOUTH	R	15500.00	ACCOUNTS PAYABLE CHECK
1901924	08/22/2019	MLA ARCHITECTS PLANNERS	R	2175.00	ACCOUNTS PAYABLE CHECK
1901925	08/22/2019	MN SCHOOL BOARDS ASSN	R	2100.00	ACCOUNTS PAYABLE CHECK
1901926	08/22/2019	MSDSOONLINE DBA VELOCITYEHS	R	2700.00	ACCOUNTS PAYABLE CHECK
1901927	08/22/2019	OFFICE OF MN.IT SERVICES	R	1153.01	ACCOUNTS PAYABLE CHECK
1901928	08/22/2019	409-PRAXAIR DISTRIBUTION INC	R	49.25	ACCOUNTS PAYABLE CHECK
1901929	08/22/2019	RATWICK, ROSZAK & MALONEY, P.A.	R	943.00	ACCOUNTS PAYABLE CHECK
1901930	08/22/2019	SCHAD TRACY SIGNS, INC	R	2258.50	ACCOUNTS PAYABLE CHECK
1901931	08/22/2019	SCHOLASTIC, INC	R	194.02	ACCOUNTS PAYABLE CHECK
1901932	08/22/2019	SCHOOL OUTLET	R	635.00	ACCOUNTS PAYABLE CHECK
1901933	08/22/2019	SCHOOL SPECIALTY	R	7.73	ACCOUNTS PAYABLE CHECK
1901934	08/22/2019	SOURCEWELL TECHNOLOGIES	R	19068.46	ACCOUNTS PAYABLE CHECK
1901935	08/22/2019	SSP/IGH ROTARY CLUB	R	252.00	ACCOUNTS PAYABLE CHECK

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1901936	08/22/2019	STEALTHWEAR PROTECTIVE CLOTHING INC	R	479.60	ACCOUNTS PAYABLE CHECK
1901937	08/22/2019	STRIVVEN MEDIA, LLC	R	8892.00	ACCOUNTS PAYABLE CHECK
1901938	08/22/2019	TEACHERS ON CALL	R	169.35	ACCOUNTS PAYABLE CHECK
1901939	08/22/2019	TECHNOLOGY BY DESIGN, LLC	R	1152.00	ACCOUNTS PAYABLE CHECK
1901940	08/22/2019	TEXTHELP INC.	R	500.00	ACCOUNTS PAYABLE CHECK
1901941	08/22/2019	TIERNEY BROS. INC	R	6999.75	ACCOUNTS PAYABLE CHECK
* 5000032	07/24/2019	INTERMEDIATE SCHOOL DIST 917	R	3590.86	ACCOUNTS PAYABLE CHECK
*V4000264	07/11/2019	WELLS FARGO	R	3391.62	ACCOUNTS PAYABLE VOUCHER
*V4000265	07/11/2019	CITY OF APPLE VALLEY	R	340.20	ACCOUNTS PAYABLE VOUCHER
*V4000266	07/11/2019	CITY OF INVER GROVE HTS	R	208.48	ACCOUNTS PAYABLE VOUCHER
*V4000267	07/11/2019	PLAY THERAPY MINNESOTA	R	1695.00	ACCOUNTS PAYABLE VOUCHER
*V6601288	06/27/2019	JOAN SCHAEFER ASMUS	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601289	06/27/2019	TARA JO BLACKERT	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601290	06/27/2019	LOREEN M. BOHNERT	R	15.08	ACCOUNTS PAYABLE VOUCHER
*V6601291	06/27/2019	DON JAMES BUDACH	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601292	06/27/2019	ANNE LOUISE BYER	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601293	06/27/2019	CRAIG ALAN CURTIS	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601294	06/27/2019	JAMIE AUTUMN DALBESIO	R	201.65	ACCOUNTS PAYABLE VOUCHER
*V6601295	06/27/2019	MEGHAN LOUISE DOBSON	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601296	06/27/2019	CARMEN MARIE EATON	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601297	06/27/2019	KATHERINE DIANE ENGEL	R	191.40	ACCOUNTS PAYABLE VOUCHER
*V6601298	06/27/2019	PAMELA VICK GARRETSON	R	643.90	ACCOUNTS PAYABLE VOUCHER
*V6601299	06/27/2019	ADDIE SUZANNE GESKE	R	185.60	ACCOUNTS PAYABLE VOUCHER
*V6601300	06/27/2019	THERESA JEAN GULBRANSEN	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601301	06/27/2019	LINDSEY BRYANT HARTJES	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601302	06/27/2019	JENNIFER AMY HETLAND	R	315.04	ACCOUNTS PAYABLE VOUCHER
*V6601303	06/27/2019	LAUREN ROSE KELLY	R	122.38	ACCOUNTS PAYABLE VOUCHER
*V6601304	06/27/2019	CORY LEE LANGENFELD	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601305	06/27/2019	CATHLEEN CAROL MATTICE	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601306	06/27/2019	KATRINA ANNE MAYES	R	27.84	ACCOUNTS PAYABLE VOUCHER
*V6601307	06/27/2019	ANN LOUISE MAYES	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601308	06/27/2019	PATTIJO ELIZABETH NWOKEUKU	R	137.38	ACCOUNTS PAYABLE VOUCHER
*V6601309	06/27/2019	PAMELA ANDERSEN O'CONNELL	R	78.88	ACCOUNTS PAYABLE VOUCHER
*V6601310	06/27/2019	HOLLY MARIE PEMBLE	R	61.48	ACCOUNTS PAYABLE VOUCHER
*V6601311	06/27/2019	AMANDA LYNN PETERS	R	259.02	ACCOUNTS PAYABLE VOUCHER
*V6601312	06/27/2019	BROOKE ALLYSON PETERSON	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601313	06/27/2019	SHANNON K. RASMUSSEN	R	465.27	ACCOUNTS PAYABLE VOUCHER
*V6601314	06/27/2019	WENDI MARLAINA RENKEN	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601315	06/27/2019	NICOLLE KATHERINE ROUSH	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601316	06/27/2019	MELISSA ANN SAUSER	R	38.28	ACCOUNTS PAYABLE VOUCHER
*V6601317	06/27/2019	MELISSA RAE SCHALLER	R	144.52	ACCOUNTS PAYABLE VOUCHER
*V6601318	06/27/2019	SAMANTHA KAY SCHULZ	R	52.20	ACCOUNTS PAYABLE VOUCHER
*V6601319	06/27/2019	DAVID LEON STOLL	R	907.61	ACCOUNTS PAYABLE VOUCHER
*V6601320	06/27/2019	AMY LYNN SWANEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601321	06/27/2019	SONIA LYNN TENDRICH	R	141.60	ACCOUNTS PAYABLE VOUCHER
*V6601322	06/27/2019	LAURA J. TENNESSEN	R	34.80	ACCOUNTS PAYABLE VOUCHER
*V6601323	06/27/2019	GRETCHEN ANN TOAY	R	5.22	ACCOUNTS PAYABLE VOUCHER
*V6601324	06/27/2019	ERIC JOSEPH VAN BROCKLIN	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601325	06/27/2019	MICHELLE LYNN VOLLBRECHT	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601326	06/27/2019	SCOTT MICHAEL ZEHNDER	R	96.56	ACCOUNTS PAYABLE VOUCHER
*V6601327	06/27/2019	MARK A. ZUZEK	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601328	07/11/2019	LOREEN M. BOHNERT	R	19.99	ACCOUNTS PAYABLE VOUCHER
*V6601329	07/11/2019	DON JAMES BUDACH	R	120.06	ACCOUNTS PAYABLE VOUCHER
*V6601330	07/11/2019	KATHLEEN ELIZABETH IRELAND	R	291.04	ACCOUNTS PAYABLE VOUCHER
*V6601331	07/11/2019	ROXANN RHYN JOHNSON	R	283.04	ACCOUNTS PAYABLE VOUCHER
*V6601332	07/11/2019	RACHAEL MARIE OPSETH	R	24.53	ACCOUNTS PAYABLE VOUCHER
*V6601333	07/11/2019	DAVID LEON STOLL	R	129.92	ACCOUNTS PAYABLE VOUCHER

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*V6601334	07/11/2019	KATRINA L. WALTER	R	78.57	ACCOUNTS PAYABLE VOUCHER
*V6601335	07/12/2019	MARK A. ZUZEK	R	178.06	ACCOUNTS PAYABLE VOUCHER
*V6601336	07/24/2019	EMILY MARGARET CLARK	R	300.00	ACCOUNTS PAYABLE VOUCHER
*V6601337	07/24/2019	CRAIG ALAN CURTIS	R	32.48	ACCOUNTS PAYABLE VOUCHER
*V6601338	07/24/2019	JAMIE AUTUMN DALBESIO	R	32.48	ACCOUNTS PAYABLE VOUCHER
*V6601339	07/24/2019	AMY LYNN SWANEY	R	41.76	ACCOUNTS PAYABLE VOUCHER
*V6601340	07/24/2019	AMY DOREEN ALEXANDER	R	109.16	ACCOUNTS PAYABLE VOUCHER
*V6601341	07/24/2019	GINA MARIE ASHLEY	R	25.52	ACCOUNTS PAYABLE VOUCHER
*V6601342	07/24/2019	TARA JO BLACKERT	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601343	07/24/2019	DON JAMES BUDACH	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601344	07/24/2019	ANNE LOUISE BYER	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601345	07/24/2019	CRAIG ALAN CURTIS	R	185.70	ACCOUNTS PAYABLE VOUCHER
*V6601346	07/24/2019	JAMIE AUTUMN DALBESIO	R	112.91	ACCOUNTS PAYABLE VOUCHER
*V6601347	07/24/2019	PAMELA VICK GARRETSON	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601348	07/24/2019	THERESA JEAN GULBRANSEN	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601349	07/24/2019	JENNIFER AMY HETLAND	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601350	07/24/2019	CORY LEE LANGENFELD	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601351	07/24/2019	BETSY SUE LARSEN	R	42.34	ACCOUNTS PAYABLE VOUCHER
*V6601352	07/24/2019	CATHLEEN CAROL MATTICE	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601353	07/24/2019	RACHAEL MARIE OPSETH	R	8.18	ACCOUNTS PAYABLE VOUCHER
*V6601354	07/24/2019	BROOKE ALLYSON PETERSON	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601355	07/24/2019	WENDI MARLAJNA RENKEN	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601356	07/24/2019	JESSICA LYNN RICHTER	R	89.00	ACCOUNTS PAYABLE VOUCHER
*V6601357	07/24/2019	MELANIE ANN RIX	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601358	07/24/2019	NICOLLE KATHERINE ROUSH	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601359	07/24/2019	MELISSA RAE SCHALLER	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601360	07/24/2019	SAMANTHA KAY SCHULZ	R	25.52	ACCOUNTS PAYABLE VOUCHER
*V6601361	07/24/2019	DAVID LEON STOLL	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601362	07/24/2019	AMY LYNN SWANEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601363	07/24/2019	THOMAS JOSEPH SZEWCZYK	R	90.00	ACCOUNTS PAYABLE VOUCHER
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*V6601365	07/24/2019	SCOTT MICHAEL ZEHNDER	R	20.00	ACCOUNTS PAYABLE VOUCHER
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*V6601368	08/08/2019	DON JAMES BUDACH	R	108.46	ACCOUNTS PAYABLE VOUCHER
*V6601369	08/08/2019	ANNE LOUISE BYER	R	103.70	ACCOUNTS PAYABLE VOUCHER
*V6601370	08/08/2019	KATHERINE DIANE ENGEL	R	235.00	ACCOUNTS PAYABLE VOUCHER
*V6601371	08/08/2019	CASSIE J. GROFF	R	235.00	ACCOUNTS PAYABLE VOUCHER
*V6601372	08/08/2019	JENNIFER AMY HETLAND	R	144.42	ACCOUNTS PAYABLE VOUCHER
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*V6601374	08/08/2019	KATHLEEN ELIZABETH IRELAND	R	235.00	ACCOUNTS PAYABLE VOUCHER
*V6601375	08/08/2019	ROXANN RHYN JOHNSON	R	348.58	ACCOUNTS PAYABLE VOUCHER
*V6601376	08/08/2019	ANNA MARIE LAMPHERE	R	23.78	ACCOUNTS PAYABLE VOUCHER
*V6601377	08/08/2019	CORY LEE LANGENFELD	R	200.68	ACCOUNTS PAYABLE VOUCHER
*V6601378	08/08/2019	BETSY SUE LARSEN	R	96.86	ACCOUNTS PAYABLE VOUCHER
*V6601379	08/08/2019	MAYA SAUDA LAWRENCE	R	43.72	ACCOUNTS PAYABLE VOUCHER
*V6601380	08/08/2019	MELISSA RAE SCHALLER	R	63.45	ACCOUNTS PAYABLE VOUCHER
*V6601381	08/08/2019	DAVID LEON STOLL	R	41.94	ACCOUNTS PAYABLE VOUCHER
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*V6601384	08/08/2019	SHANYN NICOLE TUFTEE	R	235.00	ACCOUNTS PAYABLE VOUCHER
*V6601385	08/08/2019	LORI JAYNE WILSON	R	42.00	ACCOUNTS PAYABLE VOUCHER
*V6601386	08/22/2019	TARA JO BLACKERT	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601387	08/22/2019	DON JAMES BUDACH	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601388	08/22/2019	ANNE LOUISE BYER	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601389	08/22/2019	CRAIG ALAN CURTIS	R	272.70	ACCOUNTS PAYABLE VOUCHER
*V6601390	08/22/2019	JAMIE AUTUMN DALBESIO	R	90.00	ACCOUNTS PAYABLE VOUCHER

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*V6601391	08/22/2019	MEGHAN LOUISE DOBSON	R	135.00	ACCOUNTS PAYABLE VOUCHER
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*V6601394	08/22/2019	THERESA JEAN GULBRANSEN	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601395	08/22/2019	JENNIFER AMY HETLAND	R	199.62	ACCOUNTS PAYABLE VOUCHER
*V6601396	08/22/2019	LYNDA THERESA HURT	R	13.34	ACCOUNTS PAYABLE VOUCHER
*V6601397	08/22/2019	LORI ANN KLEIN	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601398	08/22/2019	REBECCA JEAN KRUSE	R	56.84	ACCOUNTS PAYABLE VOUCHER
*V6601399	08/22/2019	CORY LEE LANGENFELD	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601400	08/22/2019	CATHLEEN CAROL MATTICE	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601401	08/22/2019	RACHEL ERIN NOVY	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601402	08/22/2019	AMANDA LYNN PETERS	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601403	08/22/2019	BROOKE ALLYSON PETERSON	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601404	08/22/2019	WENDI MARLAINA RENKEN	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601405	08/22/2019	MELANIE ANN RIX	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601406	08/22/2019	NICOLLE KATHERINE ROUSH	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601407	08/22/2019	MELISSA RAE SCHALLER	R	90.00	ACCOUNTS PAYABLE VOUCHER
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*V6601409	08/22/2019	AMY LYNN SWANEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601410	08/22/2019	BRITTANY IRENE SWANSON	R	28.36	ACCOUNTS PAYABLE VOUCHER
*V6601411	08/22/2019	THOMAS JOSEPH SZEWCZYK	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601412	08/22/2019	TAYLOR MAY THOMAS	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601413	08/22/2019	KENWON CHAU TRAN	R	4.06	ACCOUNTS PAYABLE VOUCHER
*V6601414	08/22/2019	SHANYN NICOLE TUFTEE	R	45.00	ACCOUNTS PAYABLE VOUCHER
*V6601415	08/22/2019	ERIC JOSEPH VAN BROCKLIN	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V6601416	08/22/2019	MICHELLE LYNN VOLLBRECHT	R	204.60	ACCOUNTS PAYABLE VOUCHER
*V6601417	08/22/2019	SCOTT MICHAEL ZEHNDER	R	20.00	ACCOUNTS PAYABLE VOUCHER
*V6601418	08/22/2019	MARK A. ZUZEK	R	90.00	ACCOUNTS PAYABLE VOUCHER
*V7700572	06/27/2019	MN CHILD SUPPORT PAYMENT CENTER	R	31.20	ACCOUNTS PAYABLE VOUCHER
*V7700573	06/27/2019	AFLAC	R	2646.68	ACCOUNTS PAYABLE VOUCHER
*V7700574	06/27/2019	AMERIPRISE FINANCIAL ADVISORS	R	3556.24	ACCOUNTS PAYABLE VOUCHER
*V7700575	06/27/2019	AXA EQUITABLE LIFE INS CO	R	1426.35	ACCOUNTS PAYABLE VOUCHER
*V7700576	06/27/2019	FIDELITY INVSTMT TAX-EX SVC CO	R	4619.24	ACCOUNTS PAYABLE VOUCHER
*V7700577	06/27/2019	HEALTHQUITY, INC.	R	25542.69	ACCOUNTS PAYABLE VOUCHER
*V7700578	06/27/2019	HORACE MANN LIFE INS	R	633.33	ACCOUNTS PAYABLE VOUCHER
*V7700579	06/27/2019	INTERNAL REVENUE SERVICE	R	289339.02	ACCOUNTS PAYABLE VOUCHER
*V7700580	06/27/2019	EDUCATION MN ESI BILLING TRUST	R	2019.52	ACCOUNTS PAYABLE VOUCHER
*V7700581	06/27/2019	MN DEPT OF REVENUE	R	51968.27	ACCOUNTS PAYABLE VOUCHER
*V7700582	06/27/2019	MN STATE RETIREMENT SYSTEM	R	12745.83	ACCOUNTS PAYABLE VOUCHER
*V7700583	06/27/2019	EXECUTIVE DIRECTOR	R	54116.99	ACCOUNTS PAYABLE VOUCHER
*V7700584	06/27/2019	STATE TREASURER, TRA	R	117698.10	ACCOUNTS PAYABLE VOUCHER
*V7700585	06/27/2019	VARIABLE ANNUITY LIFE INS CO	R	3142.49	ACCOUNTS PAYABLE VOUCHER
*V7700586	06/27/2019	VOYA	R	727.91	ACCOUNTS PAYABLE VOUCHER
*V7700587	06/28/2019	MEDICA	R	78250.40	ACCOUNTS PAYABLE VOUCHER
*V7700588	06/28/2019	PLANSOURCE FLEX BEN.	R	2968.62	ACCOUNTS PAYABLE VOUCHER
*V7700589	07/03/2019	APPLE VALLEY ISD LLC	R	40812.63	ACCOUNTS PAYABLE VOUCHER
*V7700590	07/03/2019	SE ISD, DST	R	70691.34	ACCOUNTS PAYABLE VOUCHER
*V7700591	07/03/2019	KANSAS CITY LIFE INSURANCE COMPANY	R	9680.73	ACCOUNTS PAYABLE VOUCHER
*V7700592	07/17/2019	DELTA DENTAL OF MINNESOTA	R	40621.81	ACCOUNTS PAYABLE VOUCHER
*V7700593	07/17/2019	PLANSOURCE FLEX BEN.	R	30.00	ACCOUNTS PAYABLE VOUCHER
*V7700594	07/17/2019	MEDICA	R	308077.51	ACCOUNTS PAYABLE VOUCHER
*V7700595	07/17/2019	PLANSOURCE FLEX BEN.	R	1531.21	ACCOUNTS PAYABLE VOUCHER
*V7700596	07/22/2019	MN CHILD SUPPORT PAYMENT CENTER	R	31.20	ACCOUNTS PAYABLE VOUCHER
*V7700598	07/22/2019	AMERIPRISE FINANCIAL ADVISORS	R	640.83	ACCOUNTS PAYABLE VOUCHER
*V7700599	07/22/2019	AXA EQUITABLE LIFE INS CO	R	52.09	ACCOUNTS PAYABLE VOUCHER
*V7700600	07/22/2019	FIDELITY INVSTMT TAX-EX SVC CO	R	9598.33	ACCOUNTS PAYABLE VOUCHER
*V7700601	07/22/2019	HEALTHQUITY, INC.	R	3583.20	ACCOUNTS PAYABLE VOUCHER

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*v7700602	07/22/2019	INTERNAL REVENUE SERVICE	R	55918.41	ACCOUNTS PAYABLE VOUCHER
*v7700603	07/22/2019	EDUCATION MN ESI BILLING TRUST	R	100.00	ACCOUNTS PAYABLE VOUCHER
*v7700604	07/22/2019	MN DEPT OF REVENUE	R	9854.49	ACCOUNTS PAYABLE VOUCHER
*v7700605	07/22/2019	MN STATE RETIREMENT SYSTEM	R	145.83	ACCOUNTS PAYABLE VOUCHER
*v7700606	07/22/2019	EXECUTIVE DIRECTOR	R	10962.85	ACCOUNTS PAYABLE VOUCHER
*v7700607	07/22/2019	STATE TREASURER, TRA	R	15757.95	ACCOUNTS PAYABLE VOUCHER
*v7700608	07/22/2019	VARIABLE ANNUITY LIFE INS CO	R	1792.91	ACCOUNTS PAYABLE VOUCHER
*v7700609	07/22/2019	AMERIPRISE FINANCIAL ADVISORS	R	2332.08	ACCOUNTS PAYABLE VOUCHER
*v7700610	07/22/2019	AXA EQUITABLE LIFE INS CO	R	1262.17	ACCOUNTS PAYABLE VOUCHER
*v7700611	07/22/2019	FIDELITY INVSTMT TAX-EX SVC CO	R	4010.91	ACCOUNTS PAYABLE VOUCHER
*v7700612	07/22/2019	HEALTHQUITY, INC.	R	16193.88	ACCOUNTS PAYABLE VOUCHER
*v7700613	07/22/2019	HORACE MANN LIFE INS	R	633.33	ACCOUNTS PAYABLE VOUCHER
*v7700614	07/22/2019	INTERNAL REVENUE SERVICE	R	134103.46	ACCOUNTS PAYABLE VOUCHER
*v7700615	07/22/2019	EDUCATION MN ESI BILLING TRUST	R	1525.78	ACCOUNTS PAYABLE VOUCHER
*v7700616	07/22/2019	MN DEPT OF REVENUE	R	22766.83	ACCOUNTS PAYABLE VOUCHER
*v7700617	07/22/2019	EXECUTIVE DIRECTOR	R	25975.79	ACCOUNTS PAYABLE VOUCHER
*v7700618	07/22/2019	STATE TREASURER, TRA	R	67337.32	ACCOUNTS PAYABLE VOUCHER
*v7700619	07/22/2019	VARIABLE ANNUITY LIFE INS CO	R	1291.66	ACCOUNTS PAYABLE VOUCHER
*v7700620	07/22/2019	VOYA	R	727.91	ACCOUNTS PAYABLE VOUCHER
*v7700621	07/25/2019	INTERNAL REVENUE SERVICE	R	1183.35	ACCOUNTS PAYABLE VOUCHER
*v7700622	07/31/2019	MEDICA	R	203801.32	ACCOUNTS PAYABLE VOUCHER
*v7700623	07/31/2019	PLANSOURCE FLEX BEN.	R	1559.44	ACCOUNTS PAYABLE VOUCHER
*v7700624	08/06/2019	APPLE VALLEY ISD LLC	R	40812.63	ACCOUNTS PAYABLE VOUCHER
*v7700625	08/06/2019	SE ISD, DST	R	70691.34	ACCOUNTS PAYABLE VOUCHER
*v7700626	08/06/2019	MN CHILD SUPPORT PAYMENT CENTER	R	31.20	ACCOUNTS PAYABLE VOUCHER
*v7700627	08/06/2019	AFLAC	R	2319.32	ACCOUNTS PAYABLE VOUCHER
*v7700628	08/06/2019	AMERIPRISE FINANCIAL ADVISORS	R	2972.91	ACCOUNTS PAYABLE VOUCHER
*v7700629	08/06/2019	AXA EQUITABLE LIFE INS CO	R	1434.26	ACCOUNTS PAYABLE VOUCHER
*v7700630	08/06/2019	FIDELITY INVSTMT TAX-EX SVC CO	R	4669.24	ACCOUNTS PAYABLE VOUCHER
*v7700631	08/06/2019	HEALTHQUITY, INC.	R	20402.04	ACCOUNTS PAYABLE VOUCHER
*v7700632	08/06/2019	HORACE MANN LIFE INS	R	633.33	ACCOUNTS PAYABLE VOUCHER
*v7700633	08/06/2019	INTERNAL REVENUE SERVICE	R	184156.19	ACCOUNTS PAYABLE VOUCHER
*v7700634	08/06/2019	EDUCATION MN ESI BILLING TRUST	R	1625.78	ACCOUNTS PAYABLE VOUCHER
*v7700635	08/06/2019	MN DEPT OF REVENUE	R	30910.18	ACCOUNTS PAYABLE VOUCHER
*v7700636	08/06/2019	MN STATE RETIREMENT SYSTEM	R	145.83	ACCOUNTS PAYABLE VOUCHER
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*v7700638	08/06/2019	STATE TREASURER, TRA	R	84617.20	ACCOUNTS PAYABLE VOUCHER
*v7700639	08/06/2019	VARIABLE ANNUITY LIFE INS CO	R	3084.57	ACCOUNTS PAYABLE VOUCHER
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*v7700643	08/21/2019	AXA EQUITABLE LIFE INS CO	R	1374.26	ACCOUNTS PAYABLE VOUCHER
*v7700644	08/21/2019	FIDELITY INVSTMT TAX-EX SVC CO	R	4669.24	ACCOUNTS PAYABLE VOUCHER
*v7700645	08/21/2019	HEALTHQUITY, INC.	R	19922.88	ACCOUNTS PAYABLE VOUCHER
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*v7700647	08/21/2019	INTERNAL REVENUE SERVICE	R	212817.32	ACCOUNTS PAYABLE VOUCHER
*v7700648	08/21/2019	EDUCATION MN ESI BILLING TRUST	R	1625.78	ACCOUNTS PAYABLE VOUCHER
*v7700649	08/21/2019	MN DEPT OF REVENUE	R	35774.69	ACCOUNTS PAYABLE VOUCHER
*v7700650	08/21/2019	MN STATE RETIREMENT SYSTEM	R	145.83	ACCOUNTS PAYABLE VOUCHER
*v7700651	08/21/2019	EXECUTIVE DIRECTOR	R	47988.70	ACCOUNTS PAYABLE VOUCHER
*v7700652	08/21/2019	STATE TREASURER, TRA	R	93635.57	ACCOUNTS PAYABLE VOUCHER
*v7700653	08/21/2019	VARIABLE ANNUITY LIFE INS CO	R	3084.57	ACCOUNTS PAYABLE VOUCHER
*v7700654	08/21/2019	VOYA	R	727.91	ACCOUNTS PAYABLE VOUCHER
*v7700655	08/21/2019	KANSAS CITY LIFE INSURANCE COMPANY	R	9382.53	ACCOUNTS PAYABLE VOUCHER
*v7700656	08/21/2019	DELTA DENTAL OF MINNESOTA	R	44595.67	ACCOUNTS PAYABLE VOUCHER
*v7700657	08/21/2019	MEDICA	R	332276.43	ACCOUNTS PAYABLE VOUCHER
*v7700658	08/21/2019	PLANSOURCE FLEX BEN.	R	2221.41	ACCOUNTS PAYABLE VOUCHER
*v7700659	08/21/2019		R		

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TOTAL FUND	4439047.04
TOTAL REPORT	4439047.04


08/22/19

AUDREY WEILER, PAYROLL SPECIALIST

PLEASE APPROVE NET PAYROLL FOR

08/15/2019 SUMMER PAY (8S3)	\$	416,638.58
08/15/2019 EXTRA HOURS (827)	\$	1,494.06
08/15/2019 REGULAR PAY (903)	\$	98,929.94
08/15/2019 EXTRA HOURS (9E3)	\$	148,291.19

NET PAYROLL \$ **665,353.77**

Authorized Signature  Date 8-27-19

410 FAMILY AND MEDICAL LEAVE POLICY

[Note: This draft of the policy is largely based on the MSBA model. The district ISD 917 Policy was already very similar. Additionally, there is clarifying language added by the Human Resources Coordinator, Lauren Kelly.]

I. PURPOSE

The purpose of this policy is to provide for family and medical leave to school district employees in accordance with the Family and Medical Leave Act of 1993 (FMLA) and also with parenting leave under state law.

II. GENERAL STATEMENT OF POLICY

The following procedures and policies regarding family and medical leave are adopted by the school district, pursuant to the requirements of the FMLA and consistent with the requirements of the Minnesota parenting leave laws.

III. DEFINITIONS

A. “Covered active duty” means:

1. in the case of a member of a regular component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country; and
2. in the case of a member of a reserve component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country under a call or order to active duty under a provision of law referred to in 10 U.S.C. § 101(a)(13)(B).

B. “Covered servicemember” means:

1. a member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or
2. a covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness and who was a member of the Armed Forces, including a member of the National Guard or Reserves, **and was discharged or released under conditions other than dishonorable**, at any time during the period of five years preceding the first date ~~on which~~

~~the veteran undergoes the medical treatment, recuperation, or therapy the eligible employee takes FMLA leave to care for the covered veteran.~~

- ~~C. “Eligible employee” means an employee who has been employed by the school district for a total of at least 12 months and who has been employed for at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave. While the 12 months of employment need not be consecutive, employment periods prior to a break in service of seven years or more may not be counted unless the break is occasioned by the employee’s fulfillment of his or her National Guard or Reserve military service obligation or a written agreement, including a collective bargaining agreement, exists concerning the school district’s intention to rehire the employee after the break in service.~~
- C. “Eligible employee” means an employee who has been employed by the school district for a total of at least 12 months and who has been employed for at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave. An employee returning from fulfilling his or her Uniformed Services Employment and Reemployment Rights Act (USERRA)-covered service obligation shall be credited with the hours of service that would have been performed but for the period of absence from work due to or necessitated by USERRA-covered service. In determining whether the employee met the hours of service requirement, and to determine the hours that would have been worked during the period of absence from work due to or necessitated by USERRA-covered service, the employee’s pre-service work schedule can generally be used for calculations. While the 12 months of employment need not be consecutive, employment periods prior to a break in service of seven years or more may not be counted unless the break is occasioned by the employee’s fulfillment of his or her USERRA-covered service obligation or a written agreement, including a collective bargaining agreement, exists concerning the school district’s intention to rehire the employee after the break in service.**
- D. “Military caregiver leave” means leave taken to care for a covered servicemember with a serious injury or illness.**
- E. “Next of kin of a covered servicemember” means the nearest blood relative other than the covered servicemember’s spouse, parent, son, or daughter, in the following order of priority: blood relatives who have been granted legal custody of the covered servicemember by court decree or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered servicemember has specifically designated in writing another blood relative as his or her nearest blood relative for purposes of military caregiver leave under the FMLA. When no such designation is made and there are multiple family members with the same level of relationship to the covered servicemember, all such family members shall be considered the covered servicemember’s next of kin, and the employee may take FMLA leave to provide care to the covered servicemember, either consecutively or simultaneously. When such designation has been made, the designated individual shall be deemed to be the covered

servicemember's only next of kin.

- F. "Outpatient status" means, with respect to a covered servicemember **who is a current member** of the Armed Forces, **the status of a member of the Armed Forces** assigned to:
1. a military medical treatment facility as an outpatient; or
 2. a unit established for the purpose of providing command and control of members of the Armed Forces receiving care as outpatients.
- G. "Qualifying exigency" means a situation where the eligible employee seeks leave for one or more of the following reasons:
1. to address any issues that arise from a short-notice deployment (seven calendar days or less) of a covered military member;
 2. to attend military events and related activities of a covered military member;
 3. to address issues related to childcare and school activities of a covered military member's child;
 4. to address financial and legal arrangements for a covered military member;
 5. to attend counseling provided by someone other than a health care provider for oneself, a covered military member, or his/her child;
 6. to spend ~~five days~~ **up to 15 calendar days** with a covered military member who is on short-term, temporary rest and recuperation leave during a period of deployment;
 7. to attend post-deployment activities related to a covered military member;
 8. **to address parental care needs;** and
 9. to address other events related to a covered military member that both the employee and school district agree is a qualifying exigency.
- H. "Serious health condition" means an illness, injury, impairment, or physical or mental condition that involves:
1. inpatient care in a hospital, hospice, or residential medical care facility; or
 2. continuing treatment by a health care provider.
- I. "Spouse" means a husband or wife. For purposes of this definition, husband

or wife refers to the other person with whom an individual entered into marriage as defined or recognized under state law for purposes of marriage in the state in which the marriage was entered into or, in the case of a marriage entered into outside of any state, if the marriage is valid in the place where entered into and could have been entered into in at least one state. This definition includes an individual in a same-sex or common law marriage that either: (1) was entered into in a state that recognizes such marriages; or (2) if entered into outside of any state, is valid in the place where entered into and could have been entered into in at least one state.

J. “Veteran” has the meaning given in 38 U.S.C. § 101.

[Note to School Board: the following portion of the MSBA FMLA Policy regarding leave entitlement differs substantially from the ISD 917 Policy due to changes in Regulations and Statutes. It is the superintendent’s recommendation that the entirety of the section be replaced with the newer language.]

IV. LEAVE ENTITLEMENT

A. Twelve Week Leave under Federal Law

1. Eligible employees are entitled to a total of 12 work weeks of unpaid family or medical leave during the applicable 12-month period as defined below, plus any additional leave as required by law. Leave may be taken for one or more of the following reasons in accordance with applicable law:
 - a. birth of the employee’s child and to care for such child;
 - b. placement of an adopted or foster child with the employee;
 - c. to care for the employee’s spouse, son, daughter, or parent with a serious health condition;
 - d. the employee’s serious health condition makes the employee unable to perform the functions of the employee’s job; and/or
 - e. any qualifying exigency arising from the employee’s spouse, son, daughter, or parent being on covered active duty, or notified of an impending call or order to covered active duty in the Armed Forces.
2. For the purposes of this policy, “year” is defined as a rolling 12-month period measured backward from the date an employee’s leave is to commence.
3. An employee’s entitlement to FMLA leave for the birth, adoption, or foster care of a child expires at the end of the 12-month period

beginning on the date of the birth or placement.

- 4. A “serious health condition” typically requires either inpatient care or continuing treatment by or under the supervision of a health care provider, as defined by applicable law. Family and medical leave generally is not intended to cover short-term conditions for which treatment and recovery are very brief.**
- 5. A “serious injury or illness,” in the case of a member of the Armed Forces, including a member of the National Guard or Reserves, means:**
 - a. injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member’s active duty and was aggravated by service in the line of duty on active duty in the Armed Forces and that may render the member medically unfit to perform the duties of the member’s office, grade, rank, or rating; and**
 - b. in the case of a covered veteran who was a member of the Armed Forces, including a member of the National Guard or Reserves, at any time, during the period of five years preceding the date on which the veteran undergoes the medical treatment, recuperation, or therapy, means a qualifying injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member’s active duty and was aggravated by service in the line of duty in the Armed Forces and that manifested itself before or after the member became a veteran, and is:**
 - (1) a continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and rendered the servicemember unable to perform the duties of the servicemember’s office, grade, rank, or rating; or**
 - (2) a physical or mental condition for which the covered veteran has received a U.S. Department of Veterans Affairs Service-Related Disability (VASRD) rating of 50 percent or greater and such VASRD rating is based, in whole or in part, on the condition precipitating the need for military caregiver leave; or**
 - (3) a physical or mental condition that substantially impairs the covered veteran’s ability to secure or follow a substantially gainful occupation by reason of a**

disability or disabilities related to military service, or would do so absent treatment; or

- (4) **an injury, including a psychological injury, on the basis of which the covered veteran has been enrolled in the Department of Veterans Affairs Program of Comprehensive Assistance for Family Caregivers.**
6. **Eligible spouses employed by the school district are limited to an aggregate of 12 weeks of leave during any 12-month period for the birth and care of a newborn child or adoption of a child, the placement of a child for foster care, or to care for a parent. This limitation for spouses employed by the school district does not apply to leave taken: by one spouse to care for the other spouse who is seriously ill; to care for a child with a serious health condition; because of the employee's own serious health condition; or pursuant to Paragraph IV.A.1.e. above.**
7. **Depending on the type of leave, intermittent or reduced schedule leave may be granted in the discretion of the school district or when medically necessary. However, part-time employees are only eligible for a pro-rata portion of leave to be used on an intermittent or reduced schedule basis, based on their average hours worked per week. Where an intermittent or reduced schedule leave is foreseeable based on planned medical treatment, the school district may transfer the employee temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position, and which has equivalent pay and benefits.**
8. **If an employee requests a leave for the serious health condition of the employee or the employee's spouse, child, or parent, the employee will be required to submit sufficient medical certification. In such a case, the employee must submit the medical certification within 15 days from the date of the request or as soon as practicable under the circumstances.**
9. **If the school district has reason to doubt the validity of a health care provider's certification, it may require a second opinion at the school district's expense. If the opinions of the first and second health care providers differ, the school district may require certification from a third health care provider at the school district's expense. An employee may also be required to present a certification from a health care provider indicating that the employee is able to return to work.**
10. **The school district requires that all employees requiring a leave of absence for more than five days submit a leave of absence request form to the Benefits Specialist in human resources. When leave relates**

to an employee's spouse, son, daughter, parent, or covered servicemember being on covered active duty, or notified of an impending call or order to covered active duty pursuant to Paragraph IV.A.1.e. above, and such leave is foreseeable, the employee shall provide reasonable and practical notice to the school district of the need for leave. For all other leaves, employees must give 30 days' written notice of a leave of absence where practicable. The failure to provide the required notice may result in a delay of the requested leave. Employees are expected to make a reasonable effort to schedule leaves resulting from planned medical treatment so as not to disrupt unduly the operations of the school district, subject to and in coordination with the health care provider.

11. The school district may require that a request for leave under Paragraph IV.A.1.e. above be supported by a copy of the covered military member's active duty orders or other documentation issued by the military indicating active duty or a call to active duty status and the dates of active duty service. In addition, the school district may require the employee to provide sufficient certification supporting the qualifying exigency for which leave is requested.
12. During the period of a leave permitted under this policy, the school district will provide health insurance under its group health plan under the same conditions coverage would have been provided had the employee not taken the leave. The employee will be responsible for payment of the employee contribution to continue group health insurance coverage during the leave. An employee's failure to make necessary and timely contributions may result in termination of coverage. An employee who does not return to work after the leave may be required, in some situations, to reimburse the school district for the cost of the health plan premiums paid by it.
13. The school district ~~may request or~~ requires the employee to use any accrued paid leave (PTO, sick, personal, and vacation) congruently with any part of the 12-week period of FMLA Leave. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave. The superintendent is responsible for developing directives and guidelines as necessary to implement this policy. Such directives and guidelines shall be submitted to the school board for annual review.

The school district shall comply with written notice requirements as set forth in federal regulations.

14. Employees returning from a leave permitted under this policy are eligible for reinstatement in the same or an equivalent position as provided by law. However, the employee has no greater right to reinstatement or to other benefits and conditions of employment than

if the employee had been continuously employed during the leave.

B. Twelve Week Leave under State Law

An employee who does not qualify for parenting leave under Paragraphs IV.A.1.a. or IV.A.1.b. above may qualify for a 12-week unpaid leave which is available to a biological or adoptive parent in conjunction with the birth or adoption of a child, or to a female employee for prenatal care or incapacity due to pregnancy, childbirth, or related health conditions. The length of the leave shall be determined by the employee but must not exceed 12 weeks unless agreed by the employer. The employee may qualify if he or she has worked for the school district for at least 12 months and has worked an average number of hours per week equal to one-half of the full time equivalent during the 12-month period immediately preceding the leave. This leave is separate and exclusive of the family and medical leave described in the preceding paragraphs but may be reduced by any period of paid parental, disability, personal, or medical, or sick leave, or accrued vacation provided by the employer so that the total leave does not exceed 12 weeks, unless agreed by the employer, or leave taken for the same purpose under the FMLA. The leave taken under this section shall begin at a time requested by the employee. An employee who plans to take leave under this section must give the employer reasonable notice of the date the leave shall commence and the estimated duration of the leave. For leave taken by a biological or adoptive parent in conjunction with the birth or adoption of a child, the leave must begin within 12 months of the birth or adoption; except that, in the case where the child must remain in the hospital longer than the mother, the leave must begin within 12 months after the child leaves the hospital.

C. Twenty Six Week Servicemember Family Military Leave

1. An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered servicemember shall be entitled to a total of 26 work weeks of leave during a 12-month period to care for the servicemember. The leave described in this paragraph shall be available only during a single 12-month period. For purposes of this leave, the need to care for a servicemember includes both physical and psychological care.
2. During a single 12-month period, an employee shall be entitled to a combined total of 26 work weeks of leave under Paragraphs IV.A. and IV.C. above.
3. The 12-month period referred to in this section begins on the first day the eligible employee takes leave to care for a covered servicemember and ends 12 months after that date.
4. Eligible spouses employed by the school district are limited to an aggregate of 26 weeks of leave during any 12-month period if leave is

taken for birth of the employee's child or to care for the child after birth; for placement of a child with the employee for adoption or foster care or to care for the child after placement; to care for the employee's parent with a serious health condition; or to care for a covered servicemember with a serious injury or illness.

5. The school district requires the employee to substitute accrued paid leave for any part of the 26-week period. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave.
6. An employee will be required to submit sufficient medical certification issued by the health care provider of the covered servicemember and other information in support of requested leave and eligibility for such leave under this section within 15 days from the date of the request or as soon as practicable under the circumstances.
7. The provisions of Paragraphs IV.A.7., IV.A.10., IV.A.12., IV.A.13., and IV.A.14. above shall apply to leaves under this section.

V. SPECIAL RULES FOR INSTRUCTIONAL EMPLOYEES

- A. An instructional employee is one whose principal function is to teach and instruct students in a class, a small group, or an individual setting. This includes, but is not limited to, teachers, coaches, driver's education instructors, and special education assistants. ~~This does not include teacher assistants or aides who do not have as their principal job actual teaching or instruction, nor does it include auxiliary personnel such as counselors, psychologists, or curriculum specialists.~~
- B. Instructional employees who request foreseeable medically necessary intermittent or reduced work schedule leave greater than 20 percent of the work days in the leave period may be required to:
 1. take leave for the entire period or periods of the planned medical treatment; or
 2. move to an available alternative position for which the employee is qualified, and which provides equivalent pay and benefits, but not necessarily equivalent duties.
- C. Instructional employees who request continuous leave near the end of a semester may be required to extend the leave through the end of the semester. The number of weeks remaining before the end of a semester does not include scheduled school breaks, such as summer, winter, or spring break.
 1. If an instructional employee begins leave for any purpose more than five weeks before the end of a semester and it is likely the leave will last at

least three weeks, the school district may require that the leave be continued until the end of the semester.

2. If the employee begins leave for a purpose other than the employee's own serious health condition ~~or a qualifying exigency~~ during the last five weeks of a semester, the school district may require that the leave be continued until the end of the semester if the leave will last more than two weeks or if the employee's return from leave would occur during the last two weeks of the semester.
3. If the employee begins leave for a purpose other than the employee's own serious health condition ~~or a qualifying exigency~~ during the last three weeks of the semester and the leave will last more than five working days, school district may require the employee to continue taking leave until the end of the semester.

~~D. The entire period of leave taken under the special rules described in paragraph B above will be counted as leave. However, for leaves taken under the special rules described in paragraph C above, only the period of leave until the employee is ready and able to return to work will be counted as FMLA leave. The school district will continue to fulfill the school district's leave responsibilities and obligations, including the obligation to continue the employee's health insurance and other benefits, if an instructional employee's leave entitlement ends before the involuntary leave period expires.~~

D. The entire period of leave taken under the special rules will be counted as leave. The school district will continue to fulfill the school district's leave responsibilities and obligations. This may include the obligation to continue the employee's health insurance and other benefits if the employee qualified for FMLA leave up to the point that the instructional employee was placed on the involuntary leave extension.

VI. OTHER

- A. The provisions of this policy are intended to comply with applicable law, including the FMLA and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by the FMLA and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.
- B. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the school district regarding family and medical leaves (if any) shall be followed.

VII. DISSEMINATION OF POLICY

- A. This policy shall be conspicuously posted in each school district building in areas accessible to employees.

- B. This policy will be reviewed at least annually for compliance with state and federal law.

Legal References: Minn. Stat. §§ 181.940-181.944 (Parenting Leave)
10 U.S.C. § 101 *et seq.* (Armed Forces General Military Law)
29 U.S.C. § 2601 *et seq.* (Family and Medical Leave Act)
38 U.S.C. § 101 (Definitions)
29 C.F.R. Part 825 (Family and Medical Leave Act)

Cross References: MSBA Service Manual, Chapter 13, School Law Bulletin “M” (Statutory Provisions Which Grant Leaves to Licensed as well as Non-Licensed School District Employees – Family and Medical Leave Act Summary)

616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

[Note: Minn. Stat. § 120B.11 requires school districts to adopt a comprehensive long-term strategic plan that addresses the review of curriculum, instruction, student achievement, and assessment. MSBA/MASA Model Policies 601, 603, and 616 address these statutory requirements. In addition, MSBA/MASA Model Policies 613-615 and 617-620 provide procedures to further implement the requirements of Minn. Stat. § 120B.11.]

[Note to the ISD 917 Board of Education: After reviewing the proposed policy with representatives from the administrative team and comparing it with other Intermediate School District policies, it is the superintendent's recommendation that our policy be brief to meet the mandate. Given the breadth and variance in the programing provided, it is important that the majority of documentation regarding academic accountability be dynamic, and therefore written as procedure and not as policy. The strike-through portions of text indicate that they have been removed from the MSBA/MASA model policy. The portions in bold have been added to the model policy.]

I. PURPOSE

Intermediate School District 917 supports the importance of creating educational opportunities for all Minnesota youth to enter the workforce as highly qualified individuals. We recognize our role as an intermediate school district in assisting our member districts to achieve the **World's Best Workforce Strategic and Accountability Plans**. The purpose of this policy is to focus public education strategies on a process which promotes higher academic achievement for all students and ensures broad-based community participation in decisions regarding the implementation of the Minnesota Academic Standards and federal law.

II. GENERAL STATEMENT OF POLICY

Implementation of the Minnesota Academic Standards and federal law will require a new level of accountability for ~~the school district~~ **Minnesota independent school districts**. **Intermediate School District 917 will support its member school districts which establish a system of transition to the graduation requirements of the Minnesota Academic Standards.** ~~The school district will establish a system to transition to the graduation requirements of the Minnesota Academic Standards. The school district also will establish a system to review and improve instruction, curriculum, and assessment which will include substantial input by students, parents or guardians, and local community members. The school district will be accountable to the public and the state~~

through annual reporting.

III. DEFINITIONS

~~A. “Credit” means a student’s successful completion of an academic year of study or a student’s mastery of the applicable subject matter, as determined by the school district.~~

A. ~~B.~~ “Graduation Standards” means the credit requirements and locally adopted content standards or Minnesota Academic Standards that school districts must offer and certify that students complete to be eligible for a high school diploma.

B. ~~C.~~ “World’s best workforce” means striving to: meet school readiness goals; have all third grade students achieve grade-level literacy; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.

~~IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION AND REPORTING~~

~~A. School District Goals~~

~~1. The school board has established school district wide goals which provide broad direction for the school district. Incorporated in these goals are the graduation and education standards contained in the Minnesota Academic Standards and federal law. The broad goals shall be reviewed annually and approved by the school board. The school board shall adopt annual goals based on the recommendations of the Advisory Committee for Comprehensive Continuous Improvement of Student Achievement (Advisory Committee).~~

~~2. The improvement goals should address recommendations identified through the Advisory Committee process. The school district’s goal setting process will include consideration of individual site goals. School district goals may be developed through an education effectiveness program, an evaluation of student progress committee, or through some other locally determined process.~~

~~B. System for Reviewing All Instruction and Curriculum. Incorporated in the process will be analysis of the school district’s progress toward implementation of the Minnesota Academic Standards. Instruction and curriculum shall be reviewed and evaluated by taking into account strategies and best practices, student outcomes, principal evaluations under Minn. Stat. § 123B.147, Subd. 3, and teacher evaluations under Minn. Stat. § 122A.40, Subd. 8, or 122A.41, Subd. 5.~~

[Insert Local Cycle in this space]

C. Implementation of Graduation Requirements

1. ~~The school board shall appoint a Graduation Standards Implementation Committee which shall advise the school board on implementation of the state and local graduation requirements, including K-12 curriculum, assessment, student learning opportunities, and other related issues. Recommendations of this committee shall be published annually to the community. The school board shall receive public input and comment and shall adopt or update this policy at least annually. The Graduation Standards Implementation Committee *[will/will not]* be comprised of the Advisory Committee for Comprehensive Continuous Improvement of Student Achievement.~~

~~*[Note: The Graduation Standards Implementation Committee may be comprised of an existing committee such as the Advisory Committee for Comprehensive Continuous Improvement of Student Achievements. Regardless of whether a new committee or an existing committee is utilized, the committee should be comprised of representatives of the community, including equal representation from school board members, students, parents, teachers, representatives of local businesses, and representatives of the community at large. Among these members should be individuals who are able to represent the needs of students throughout the district including students with special needs.]*~~

2. ~~The school board shall annually review and determine if student achievement levels at each school site meet federal expectations. If the school board determines that student achievement levels at a school site do not meet federal expectations and the site has not made adequate yearly progress for two consecutive school years, the Graduation Standards Implementation Committee shall work with the school site to adopt a plan to raise student achievement levels to meet federal expectations. The Graduation Standards Implementation Committee may seek assistance from the Commissioner of the Minnesota Department of Education (MDE) (Commissioner) in developing a plan which must include parental involvement components.~~
3. ~~The educational assessment system component utilized by the school board to measure individual students' educational progress must be based, to the extent annual tests are administered, on indicators of achievement growth that show an individual student's prior achievement. Indicators of achievement and prior achievement must be based on highly reliable statewide or districtwide assessments. The school board will utilize models developed by the Commissioner for measuring individual student~~

~~progress. The school board must coordinate with MDE in evaluating school sites and continuous improvement plans, consistent with best practices.~~

~~D. Advisory Committee for Comprehensive Continuous Improvement of Student Achievement~~

- ~~1. By [date] of each year, the Advisory Committee will meet to advise and assist the school district in the implementation of the school district system accountability and comprehensive continuous improvement process.~~
- ~~2. The Advisory Committee, working in cooperation with other committees of the school district [*such as the Technology, Educational Effectiveness, Grade Level, Site Instruction, Curriculum and Assessment Committees, etc.*], will provide active community participation in:
 - ~~a. Reviewing the school district instructional and curriculum plan, with emphasis on implementing the Minnesota Graduation Standards;~~
 - ~~b. Identifying annual instruction and curriculum improvement goals for recommendation to the school board;~~
 - ~~c. Making recommendations regarding the evaluation process that will be used to measure school district progress toward its goals;~~
 - ~~d. Advising the school board about development of the annual budget.~~~~
- ~~3. The Advisory Committee shall meet the following criteria:
 - ~~a. The Advisory Committee shall ensure active community participation in all planning for instruction and curriculum affecting Graduation Standards.~~
 - ~~b. The Advisory Committee shall make recommendations to the school board on school district wide standards, assessments, and program evaluation.~~
 - ~~c. Building teams may be established as subcommittees to develop and implement an education effectiveness plan and to carry out methods to improve instruction, curriculum, and assessments as well as methods to use technology in meeting the school district improvement plan.~~~~

- d. ~~A local plan to evaluate student progress, using a local process, shall be used for developing a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for use by the Advisory Committee in the instruction and curriculum review process. This plan shall annually be approved by the school board.~~
4. ~~The Advisory Committee shall, when possible, be comprised of two-thirds community representatives and shall reflect the diversity of the community. Included in its membership should be:~~
- a. ~~The Director of Curriculum (or similar educational leader)~~
 - b. ~~Principal~~
 - c. ~~School Board Member~~
 - d. ~~Student Representative~~
 - e. ~~One teacher from each building or instructional level~~
 - f. ~~Two parents from each building or instructional level~~
 - g. ~~Two residents without school-aged children, non-representative of local business or industry~~
 - h. ~~Two residents representative of local business or industry~~
 - i. ~~District Assessment Coordinator (if different from "a." above)~~
- ~~[Note: This Advisory Committee composition is a model only.]~~*
5. ~~Translation services should be provided to the extent appropriate and practicable.~~
6. ~~The Advisory Committee shall meet the following timeline each year:~~
- Month: ~~Organizational meeting of the Committee to review the authorizing legislation and the roles and responsibilities of the Committee as determined by the school board.~~
 - Month(s): ~~Agree on the process to be used. Become familiar with the instruction and curriculum of the cycle content area.~~
 - Month(s): ~~Review evaluation results and prepare recommendations.~~

Month: ~~Present recommendations to the school board for its input and approval.~~

~~E. Evaluation of Student Progress Committee. A committee of professional staff shall develop a plan for assessment of student progress toward Literacy by Grade 3, the Graduation Standards, as well as program evaluation data for use by the Advisory Committee to review instruction and curriculum, cultural competencies, including cultural awareness and cross-cultural communication, and student achievement at the school site. This plan shall annually be approved by the school board.~~

~~F. Reporting~~

~~1. Consistent with Minn. Stat. § 120B.36, Subd. 1, the school board shall publish a report in the local newspaper with the largest circulation in the district, by mail, or by electronic means on the school district website. The school board shall hold an annual public meeting to review and revise, where appropriate, student achievement goals, local assessment outcomes, plans, strategies, and practices for improving curriculum and instruction and cultural competency and efforts to equitably distribute diverse, effective, experienced, and in-field teachers, and to review school district success in realizing the previously adopted student achievement goals and related benchmarks and the improvement plans leading to the world's best workforce. The school board must transmit an electronic summary of its report to the Commissioner in the form and manner the Commissioner determines. The school district shall periodically survey affected constituencies in their native languages, where appropriate and practicable, about their connection to and level of satisfaction with school. The school district shall include the results of this evaluation in its published reports and in its summary report to the Commissioner.~~

~~2. The school performance report for a school site and a school district must include performance reporting information and calculate proficiency rates as required by the most recently reauthorized Elementary and Secondary Education Act.~~

Legal References: Minn. Stat. § 120B.018 (Definitions)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.35 (Student Achievement Levels)
Minn. Stat. § 120B.36 (School Accountability; Appeals Process)
~~Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)~~
~~Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)~~

~~Minn. Stat. § 123B.04 (Site Decision Making Agreement)~~
~~Minn. Stat. § 123B.147, Subd. 3 (Principals)~~
~~Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)~~
~~Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)~~
~~Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)~~
~~Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)~~
~~Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)~~
~~Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)~~
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: ISD 917 Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
~~MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)~~
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
~~MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)~~
~~MSBA/MASA Model Policy 618 (Assessment of Student Achievement)~~
MSBA/MASA Model Policy 619 (Staff Development for Standards)
~~MSBA/MASA Model Policy 620 (Credit for Learning)~~

806 CRISIS MANAGEMENT POLICY

[Note to the ISD 917 Board of Education: After reviewing the proposed policy with representatives from the administrative team and comparing it with other Intermediate School District policies, it is the superintendent's recommendation that our policy be brief to meet the mandate. Given the breadth and variance in the programing provided, it is important that the majority of documentation regarding crisis management be dynamic, and therefore written as procedure and not as policy. The brief policy summary found below is largely inspired from the ISD 916 policy.]

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. POLICY IMPLEMENTATION AND REVIEW

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

Legal Reference: Minn. Stat. § 121A.035

Board Reviewed on August 20, 2019

**ISD 917 Leadership Goals
2019-2020
District Focus**

- | | |
|---------------|--|
| SD1, s-1 | 1. Maintain high-quality, relevant communications with major school stakeholders in each member district. Maintain strong relationships with internal and external stakeholders. |
| SD1, s-3 | 2. Refresh and enhance the ISD 917 website. Develop and articulate a standard for the ISD 917 website which describes the frequency of updates, and a protocol for reviews by those persons responsible for each page. Although the website is intended to be a static source of information, our goal is to make it visually appealing, intuitive, and accurate. We will also investigate options on vendors of website hosting services. |
| SD1, s-3 | 3. Maintain a presence on Facebook, Twitter, and Instagram. Work to increase the quantity and quality of posts, follows, likes, and other social media metrics. |
| SD4, s-6 | 4. Develop career pathways for the growth of employees pursuing licensure. Increase the diversity of staff. |
| SD4 s-1 | 5. Monitor and evaluate procedures and staffing levels in business operations to ensure that they are sufficient to effectively complete necessary processes in all areas of business operations to keep pace with our growth. |
| SD5, s-1 | 6. Continue to review and update ISD 917 Board of Education policies. |
| SD4, s-6 | 7. Review safety-related and crisis management policies, procedures, practices, and protocols. |
| SD1, s-4 | 8. Continually evaluate and improve strategies using data-driven/human-centered decisions to support employee physical and mental well being through education and access to resources. |
| SD4, s-1, s-3 | 9. We will evaluate third party revenue to identify opportunities to maximize available revenue and determine the most effective strategies for utilizing these funds to enhance our programs effectively. |

2019-2020

Secondary Programs Focus

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| SD1, s-3 | 1. Provide monthly updates to our member districts' high schools and administration regarding our activities and programs. |
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- SD2, s-1 2. Maintain steady enrollment within all our programs, Alternative Learning Centers and Career and Technical Education, by offering all available options for students.
- SD2, s-8 3. Develop and grow our new Alternative Learning Center program in Farmington, by supporting all our ISD 917 members who may need educational options for students in grades 8-10.
- SD3, s-3 4. As part of the Dakota County Perkins Consortium, we will work with all our CTE members to begin and complete our Comprehensive Local Needs Assessment. This process is part of the MN State CTE plan in conjunction with the new Perkins V Legislation.
- SD3, s-3 5. Collaborate with community agencies, colleges, and business partners to offer learning experiences for students both within our programs and those receiving support services from within the community. This will work in collaboration with our ISD 917 Work Seminar and Work-Based Learning programs.
- SD3, s-3 6. Increase our involvement with our members' middle schools to provide awareness for Career and Technical education through on-site visits to school sites and tours visits to our DCTC campus site. We will incorporate a Transportation Careers opportunity with our members' middle school students.
- SD2, s-1 7. Implement our Mechatronics/Robotics instruction within our ALC and CTE programs. We will provide curriculum and training for students that could lead to industry certification.

2019-2020

Special Education Focus

- SD2, s3; SD3, s1 1. Focus on addressing the needs of students through the utilization of perspectives mindful of equity and trauma. This includes the purposeful implementation of appropriate social/emotional frameworks in our most intense, setting IV programs.
- SD2, s-2 2. Engage staff in the utilization of data to drive instruction day-to-day with formal and informal measures. Further, enhance staff skills in the utilization of data in the individualized education plan process including interpretation and application of assessment results in long-term planning.
- SD2,s2; SD3,s1 3. Implement learning targets and high yield instructional strategies supported through coaching and professional development to increase student achievement with a focus on student achievement in reading.



Intermediate School District 917

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Working in Partnership with Students, School Districts, Communities, and Industries

Mark A. Zuzek, Superintendent
Nicolle Roush, Business Manager
Melissa Schaller, Director of Special Education
Eric Van Brocklin, Principal of DCALS / Career Technical Center

TO: Mark Zuzek, Supt.
FROM: Eric Van Brocklin, Principal
RE: Lead Teacher positions
DATE: September 3, 2019

I am writing to respectfully recommend the following staff members for the lead teacher shared position for the 2019-2020 school year.

<u>Name</u>	<u>Comment</u>
John Borup(.5)	Dakota County Area Learning School (South)
Jonathan Mulville(.5)	Dakota County Area Learning School (South)

EVB

Core Values: Collaboration, Passion for Service, Continuous Improvement, Stewardship, Equity, Open Communication, and Integrity

Assistant Directors: Don Budach, Jamie Dalbesio, Terri Gulbransen, Jennifer Hetland, Brooke Peterson, Dave Stoll