

PURCHASE OF SERVICE AGREEMENT

THIS AGREEMENT is made and entered into between **ST. LOUIS COUNTY**, 320 West Second Street, Duluth, Minnesota 55802, through its Public Health and Human Services Department (PHHS), hereinafter referred to as "COUNTY," and, **ROCK RIDGE PUBLIC SCHOOLS ISD 2909** hereinafter referred to as "PROVIDER", 1405 Progress Parkway, Virginia, Minnesota, 55792, for the period of February 1, 2025 to July 31, 2026.

WITNESSETH

WHEREAS, the County, through its Public Health and Human Services Department ("Department") has identified a certain population in need of Public Health Protective Factors; and

WHEREAS, the Provider represents they are qualified to provide these services; and

WHEREAS, the County is authorized to enter into contract with Provider for these services by Board Resolution # 25-37 and Minnesota Statutes, Section 254A.02 subd.17; and

WHEREAS, the County wishes to purchase such services from Provider, assisted with County Levy Funding ; and

NOW THEREFORE, in consideration of the mutual understandings and agreements set forth in this Agreement, the County and Provider agree as follows:

TERM OF THE AGREEMENT

1. This Agreement shall commence on February 1, 2025, and terminate on July 31, 2026.

SERVICES TO BE PROVIDED

2. Provider will furnish the following services (hereinafter referred to as "Purchased Services"): Public Health Protective Factors, implemented through *Community Engagement and Career Academy Services*.

SCOPE OF WORK

3. The specific scope of services per this Agreement are further outlined and incorporated herein as in **Exhibit A**, entitled **SCOPE OF WORK**, and made a part of this Agreement.
 - 3.1 The Provider shall provide all personnel needed to perform services under this Agreement. The Provider shall appoint a liaison person responsible for the overall administration of the project and communication with the County and is identified in Section **40.1**

COST AND DELIVERY OF PURCHASED SERVICES

4. Cost for covered services is as follows:

- 4.1 The maximum amount to be paid under this Agreement shall not exceed \$128,500.
- 4.2 Services rendered and expenditures incurred by Provider shall be in accordance with the budget table below and further outlined in Provider's line-item budget, incorporated herein as in **Exhibit B**, entitled **Budget**, and made a part of this Agreement.

Service	Brass Code	Accounting Code	Maximum	Billing
PH Protective Factors	NA	230-233001-629900-99999-23300105-9999	\$128,500	Purchase Order
Contract Maximum TOTAL			\$128,500	

- 4.3 Provider may bill and retain payments received from clients and/or their insurance companies for services provided under terms of this Agreement. However, payments under this Agreement may only be made for amounts not paid by insurance or any other funding source.
- 4.4 Services are provided at 601 North First Street South, Aurora Minnesota, 55705 and other locations in St. Louis County as mutually agreed upon.

BILLING AND PAYMENT

5. Method for Billing

Provider shall submit billing documentation on a monthly or quarterly basis, by the 10th day of the following invoice service term.

- 5.1 Any service billing categorized as **PURCHASE ORDER** (Section 3.3) shall receive a **PURCHASE ORDER (P.O.)** from **St. Louis County Purchasing Division** and requires the P.O. number on all associated invoices. Invoices shall be submitted to:

Ray Jobe, PH Coordinator
JobeR@StLouisCountyMN.gov

6. Method of Payment

6.1 County will reimburse costs incurred, outlined in **Exhibit B** within thirty (30) days of approving the invoice and supporting documentation. Payment questions can be directed to:

Ben Manley
Fiscal Manager
ManelyB@stlouiscountymn.gov

6.2 Reimbursement for eligible expenses under this Agreement may be contingent upon County receipt and review of reporting requirements and other documentation County may request to substantiate Provider compliance with the Agreement. County's obligation to make payment hereunder is subject to audit by County or its duly authorized designee and said audit shall be the final determination of County's payment obligation.

6.3 The Provider certifies that the services to be provided under this Agreement are not available without cost to eligible clients. The Provider further certifies that payment for purchased services will be in accordance with rates of payment which do not exceed amounts reasonable and necessary to assure quality of service, and if the services are being purchased from another public agency, the cost reasonably assignable to such service. The Provider further certifies that rates of payment for Purchased Services do not reflect any administrative or program cost assignable to private pay or third-party pay service recipients.

6.4 The Provider shall promptly reimburse to County any payments received in excess of required payments hereunder.

6.5 The County shall not be obligated to honor claims for nor shall Provider claim for any services furnished or costs incurred by Provider which are not specifically provided for hereunder or requested by County in writing during the term of this Agreement.

REPORTING

7. Reporting Requirements:

7.1 Provider shall submit reporting to the Public Health and Human Service Department according to the terms outlined in **Exhibit C**, entitled **REPORTING**, and made part of this Agreement.

7.2 Provider shall participate in all required evaluation activities with the support of County.

7.4 Submit Reporting to:

Ray Jobe, PH Coordinator
JobeR@StLouisCountyMN.gov

Cc: Abby Schaefer, Contract Services Representative
SchaeferA@stlouiscountymn.gov

AUDIT, REPORTS, RECORDS, DISCLOSURES AND MONITORING PROCEDURES

8. The Provider shall keep complete books and records according to generally accepted accounting principles. Provider's books, records, documents, papers, accounting procedures and practices, and other evidence relevant to this Agreement are subject to the examination, duplication, transcription and audit by the County and the Minnesota Legislative or State Auditor, pursuant to Minn. Stat. § 16C.05, Subd. 5. Such evidence is also subject to review by the Minnesota Department of Human Services and, if federal funds are used for any work under this Agreement, by the U.S. Department of Health and Human Services, the Comptroller General of the United States, or a duly authorized federal representative. The Provider agrees to maintain such evidence for a period of six (6) years from the date of services or payment were last provided or made or longer if any audit in progress requires a longer retention period.
9. To the extent this agreement involves the use of Federal funds, such funds are subject to the requirements under the Single Audit Act (31 U.S.C. § § 7501-7507) and the related provisions of the Uniform Guidance, 2 C.F.R. § 200.303 regarding internal controls, §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.
10. The Provider shall allow personnel of the County, the Minnesota State Auditor, the Minnesota Department of Human Services, and the U.S. Department of Health and Human Services, or any of their duly authorized representatives at any time during normal business hours, and as often as they may deem reasonably necessary, to access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., and accounting procedures and practices of the Provider which are relevant to the contract, pursuant to Minn. Stat. sec. 16C.05, subd. 5.
11. County or its duly authorized designee may conduct periodic site visits to determine compliance with this Agreement and to evaluate the quality of services provided by Provider pursuant to this Agreement. In addition, County reserves the right to survey service recipients and other interested persons to determine the level of satisfaction with the services provided pursuant to this Agreement. Provider agrees to cooperate with County in the conduct of any such survey or evaluation.

LIMITATIONS ON THE NON-DISCLOSURE OF INFORMATION OR DATA

12. **Confidentiality:** The use or disclosure by any party or of any private information concerning a client in violation of any rule of confidentiality or for any purpose not directly connected with the administration of the County's or the Provider's responsibility with respect to these services is prohibited without the written consent of the client or responsible parent or guardian.
13. **Data Practices:** To the extent Minn. Stat. § 13.05, subd. 11(a), applies to the Agreement, all of the data created, collected, received, stored, used, maintained, or disseminated by PROVIDER in performing the County's functions is subject to the requirements of the Minnesota Government Data Practices Act, Minn. Stat. ch. 13, and Provider must comply with those requirements as if it were a government entity. Provider shall not provide public access to or release to the public or any third party any data relating to the Agreement without the County's prior written approval. If Provider receives a request for data relating to the Agreement, Provider shall forward the request to the County for response

14. **HIPAA Compliance:** The parties agree to comply in all respects with the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 (HIPAA), and its implementing regulations (45 CFR Parts 160-164), to ensure the integrity and confidentiality of protected health information. Should a party fail or refuse to honor its obligations pursuant to this section, the other party may terminate this Agreement with thirty (30) days written notice.
15. Provider will not by any means record, facilitate recording, or allow to be recorded any communications, conversations, phone calls, images, or meetings with or involving the County, its employees, and/or its agents without the written consent of County representatives. Provider also will not by any means capture, transfer, or submit data received from the County into an artificial intelligence (AI) tool without the written consent of County representatives.

FAIR HEARING AND GRIEVANCE PROCEDURES

16. To the extent Minnesota Statutes, Section 256.045 is applicable to this Agreement, the Provider agrees to provide for a fair hearing and grievance procedure in conformance with and in conjunction with the Fair Hearing and Grievance Procedures established therein.

EQUAL EMPLOYMENT OPPORTUNITY, CIVIL RIGHTS AND NON-DISCRIMINATION

17. Provider will comply with all federal, state and local laws, ordinances, rules and regulations pertaining to unlawful discrimination, including but not necessarily limited to the Civil Rights Act of 1964, Title VII (42 USC 2000e); including Executive order No. 11246, and Title VI (42 USC 2000d); 42 USC 12101, et seq. (ADA), 28 CFR 35.101-35.190, Title IX of the Educational Amendments of 1982 as amended, Sections 503 and 504 of the Rehabilitation Act of 1973; Minnesota Statutes section 363A.02; Minnesota Human Rights Act at Minnesota Statute section 363.01 et. seq.; and all applicable federal and state laws, rules, regulations and orders prohibiting discrimination in employment, facilities and services. The Provider shall not discriminate in employment, facilities, and in the rendering of Purchased Services hereunder on the basis of race, color, religion, age, gender, sexual orientation, disability, marital status, public assistance status, creed, or national origin.
18. It is St. Louis County's policy that all contractors desiring to do business with the County adhere to the principles of Equal Employment Opportunity and Affirmative Action. This requires not only that the Provider's do not unlawfully discriminate in any condition of employment on the basis of race, color, sex, religion, national origin, or age but that they also take affirmative action to insure positive progress in Equal Opportunity Employment. To the extent practicable, the Provider certifies that it has received a certificate of compliance from the Commissioner of Human Rights pursuant to Minnesota Statutes, section 363A.36. This section only applies if the Agreement is for more than \$100,000.00 and the Provider has employed 40 or more employees within the State of Minnesota on a single working day during the previous 12 months.

BONDING, INDEMNITY AND INSURANCE

19. **Bonding:** The Provider shall obtain and maintain at all times during the terms of this Agreement, a fidelity bond in the amount of \$ 0.00 covering the activities of each person authorized to receive or distribute monies under the terms of this Agreement.

20. **Indemnity:** The Provider does hereby agree that it will defend, indemnify, and hold harmless the Department and the County against any and all liability, loss, damages, costs, and expenses which the Department or County may hereafter sustain, incur, or be required to pay:
- 20.1 By reason of any applicant or eligible recipient suffering bodily or personal injury, death, or property loss or damage either while participating in or receiving the care and services to be furnished under this Agreement, or while on premises owned, leased, or operated by the Provider, or while being transported to or from said premises in any vehicle owned, operated, leased, chartered, or otherwise contracted for by the Provider or any officer, agent, or employee thereof; or
 - 20.2 By reason of any applicant or eligible recipient causing injury to, or damage to, the property of another person during any time when the Provider or any officer, agent, or employee thereof has undertaken or is furnishing the care and services called for under this Agreement; or
 - 20.3 By reason of any negligent act or omission or intentional act of the Provider its agents, officers, or employees which causes bodily injury, death, personal injury, property loss, or damage to another during the performance of purchased services, or as the result of the performance of Purchased Services, under this Agreement; or
 - 20.4 From all claims arising out of, resulting from, or in any manner attributable to any violation of the Minnesota Government Data Practices Act, HIPAA, or any other data privacy statute or regulation including any legal fees or disbursements paid or incurred to enforce the provision of this section of the Agreement Neither party shall be liable for any special, consequential, or punitive damages resulting from or relating to any breach of this Agreement under any circumstances.
21. **Insurance:** The following insurance must be maintained for the duration of this Agreement. A Certificate of Insurance for each policy must be on file with the St. Louis County Public Health and Human Service Department Contract Services office within 10 days of execution of this Agreement and prior to commencement of any work under this Agreement. Each certificate must include a 10-day notice of cancellation non-renewal, or material change to all named and additional insureds. The County reserves the right to rescind any Agreement not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against Provider .
22. All insurance policies shall be open to inspection by the County, and copies of policies shall be submitted to the County upon written request. All subcontractors shall provide evidence of similar coverage.

22.1 General Liability Insurance

\$500,000 when the claim is one for death by wrongful act or omission and
\$500,000 to any claimant in any other case.
\$1,500,000 for any number of claims arising out of a single occurrence.

No less than \$2,000,000 Aggregate coverage.

Policy shall include at least premises, operations, completed operations, independent contractors and subcontractors, and contractual liability and environmental liability

St. Louis County shall be named as an Additional Insured on a primary and non-contributory basis.

22.2 Business Automobile Liability Insurance

\$500,000 for claims for wrongful death and each claimant

\$1,500,000 each occurrence

No less than \$2,000,000 aggregate

Must cover owned, non-owned and hired vehicles.

22.3 Workers' Compensation

Per statutory requirements, Certificate of Compliance must be executed and filed with St. Louis County.

22.4 Professional Liability Insurance For Licensed Professionals

Provider shall maintain at its sole expense a valid policy of insurance covering professional liability, arising from the acts or omissions of Provider, its agent and employees in the amount of not less than \$500,000 per claim and \$2,000,000 annual aggregate. This provision applies only in situations where Provider's staff or volunteers are performing licensed professional services under this Agreement.

MAINTENANCE OF EFFORT AND EXPANSION OF SERVICES

23. The Provider hereby certifies that any federal funds to be used under this Agreement do not replace or supplant in any way state or local funds. The Provider certifies that the amount to be expended in this Agreement results in increased expenditures by Provider for services of the type being purchased to individuals of the type included under the Purchase Agreement.

CONDITIONS OF THE PARTIES' OBLIGATIONS

24. Any alterations, variations, modifications or waivers of provisions of this Agreement shall be valid only when they have been reduced to writing and signed. This Agreement will supersede all other oral and written agreements prior to execution of this document.
25. In the event of a revision in federal regulations which might make this Agreement ineligible for federal financial participation, all parties will review this Agreement and renegotiate those items necessary to bring the Agreement into compliance with the new federal regulations.
26. The Provider agrees to cooperate fully with the County and its designated representatives in the development and implementation of both qualitative and quantitative assessment of

Provider's services. Evaluative data collected will be used by the County in its funding decisions and will be shared with the Provider and community.

27. The Provider agrees that in any reports, news releases, public service announcements or publications regarding the Provider's program, the County will be identified as a funding source.

SUBCONTRACTING AND ASSIGNMENT

28. The Provider shall not enter into any subcontract for performance of any of the services contemplated under this Agreement nor assign any interest in the Agreement without prior written approval of the County and subject to such conditions and provisions as the County may deem necessary. The Provider shall be responsible for the performance of all subcontractors.

INDEPENDENT CONTRACTOR

29. That at all times and for all purposes hereunder, Provider will be an independent Contractor and is not an employee of the County for any purpose. No statement contained in this Agreement will be construed so as to find Provider to be an employee of the County, and Provider will not be entitled to any of the rights, privileges, or benefits of employees of the County, including, but not limited to, workers' compensation, health/death benefits, and indemnification for third-party personal injury/property damage claims;
30. Provider acknowledges and agrees that no withholding or deduction for state or federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due Provider and that it is Provider's sole obligation to comply with the applicable provisions of all federal and state tax laws;
31. Provider shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services identified herein;
32. Provider is responsible for hiring sufficient workers to perform the services/duties required by this Agreement, withholding their taxes, and paying all other employment tax obligations on their behalf.

CANCELLATION, DEFAULT AND REMEDY

33. This Agreement may be terminated under the following circumstances:
 - 33.1 By mutual written Agreement of the parties;
 - 33.2 By either party with or without cause, by giving not less than thirty (30) days written notice, delivered by mail or in person to the other party, specifying the date of termination;
 - 33.3 Services under this Agreement is denied, suspended, lapses, expires or is terminated, effective immediately without notice to Provider;
 - 33.4 If Provider fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this will constitute a default. Unless the Provider's default is excused by the County, the County may upon written notice immediately cancel this Agreement in its entirety.

- 33.5 The County may immediately terminate this Agreement if it does not obtain funding; or if the funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination will be written notice to the Provider. The County is not obligated to pay for any services that are provided after notice and effective date of termination. The County must supply Provider with notice of the lack of funding within a reasonable time of the County receiving that notice.
34. The County's failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed a relinquishment or waiver of the same, unless consented to in writing. Such consent will not constitute a general waiver or relinquishment throughout the entire term of the Agreement.
35. Provider will be paid for actual work done to the date of termination. All documents completed by Provider through the date of termination will become the property of the County.

MERGER

36. It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between Provider and County relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and deemed to be part of the Agreement.
37. It is the intent of the parties that all provisions herein shall apply to any county relying upon same as a lead county for purposes of Sec. 256.0112 MN Statutes.

SEVERABILITY

38. The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement unless the part or parts which are void, invalid, or otherwise unenforceable shall substantially impair the value of the entire Agreement with respect to either party.

DEPARTMENT OF HUMAN SERVICES AS THIRD-PARTY BENEFICIARY FOR MENTAL HEALTH CONTRACTS

39. In the event this Agreement is related to mental health services in accordance with Minnesota Statutes, Section 245.466, subdivision 3(1), the Commissioner of the Minnesota Department of Human Services is a third-party beneficiary to this Agreement. Provider specifically acknowledges and agrees that the Minnesota Department of Human Services has standing to and may take any appropriate administrative action or may sue Provider for any appropriate relief in law or equity, including, but not limited to, rescission, damages, or specific performance, of all or any part of the Agreement between the County and Provider. Provider specifically acknowledges that the County and the Minnesota Department of Human Services are entitled to and may recover from Provider reasonable attorney's fees and costs and disbursements associated with any action taken under this section that is successfully maintained. This provision shall not be construed

to limit the rights of any party to the Agreement or any other third-party beneficiary, nor shall it be construed as a waiver of immunity under the Eleventh Amendment to the United States Constitution or any other waiver of immunity.

NOTICES/COMMUNICATIONS

40. All notices and demands pursuant to this Agreement will be directed in writing to:

ROCK RIDGE PUBLIC SCHOOLS

Dr. Noel Schmidt
Superintendent
601 North First Street South
Aurora, MN 55705
Noel.schmidt@rrps.org
218-742-3901

ST. LOUIS COUNTY

Linnea Mirsch
Director, PHHS
320 West Second Street, Suite 6E
Duluth, MN 55802
218-726-2097
MirschL@stlouiscountymn.gov

40.1 All communication regarding the provision of services pursuant to this Agreement shall be directed to:

ROCK RIDGE PUBLIC SCHOOLS

Willie Spelts
Director of School to Work Engagement
Willie.spelts@rrps.org
218-290-1237

ST. LOUIS COUNTY

Ray Jobe
Program Coordinator
JobeR@stlouiscountymn.gov
218-725-5144

OTHER CONDITIONS

41. Compliance with Laws/Standards: Provider shall abide by all Federal, State or local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Agreement or the facilities, programs, and staff for which Provider is responsible.

42. In the event this Agreement involves the provision of home and community-based services as defined in Minnesota Statutes chapter 245D, Provider agrees to abide by the Minnesota Olmstead Plan and/or the Olmstead Minnesota Statutes, Chapter 245D which establishes licensing standards that ensure and protect the health, safety and rights of people who receive services. This includes but is not limited to the Provider implementing services:

42.1 In response to the person's identified needs, interests, preferences and desired outcomes as specified in the person's plan; and

42.2 In a manner consistent with the principles of person-centered service planning and delivery, self-determination and providing the most integrated setting and inclusive service delivery options.

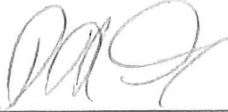
43. Licenses: Provider shall procure, at its own expense, all licenses, permits or other rights required for the provision of services contemplated by the Agreement. Provider shall inform the County, through its Department, of any changes in the above within five (5) days of occurrence.
44. Minnesota Law to Govern: This Agreement shall be governed by and construed in accordance with the substantive and procedural laws of the State of Minnesota, without giving effect to the principles of conflict of laws. All proceedings to this Agreement shall be venued in St. Louis County, Minnesota.
45. By entering into this Contract, Provider certifies that the firm, association, corporation, or any person in a controlling capacity is not currently under suspension, debarment, voluntary exclusion or determination of ineligibility by any government agency; does not have a proposed debarment pending; and has not been indicted, convicted, or has a civil judgment rendered against any person, firm, association, or corporation by a court of competent jurisdiction on any manner involving fraud, or official misconduct within the past three years, pursuant to Federal Regulation 45 CFR 92.35 and Minnesota Statute 16C.03, subd. 2.

FINAL AGREEMENT

46. This Agreement is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon, and will supersede all prior negotiations, understandings, or agreements. There are no representations, warranties, or stipulations either oral or written not herein contained. Any addenda or other material changes to this agreement shall be valid only when expressed in writing and duly signed by the parties.

IN WITNESS WHEREOF, County and Provider agree to be bound by the provisions of this Agreement, said Agreement being effective from February 1, 2025 through July 31, 2026.

ROCK RIDGE PUBLIC SCHOOLS



Dr. Noel Schmidt
Superintendent

Date: 3/11/25

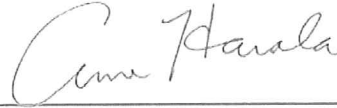


John Uhan
School Board Chair

Date: 3/18/25

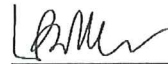
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COUNTY OF ST. LOUIS



Annie Harala
Board Chairperson

Date: 3/24/25



Linnea B. Mirsch
Director, Community & Human Services

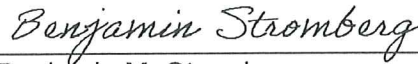
Date: 3.19.25



Nancy Nilsen / Phil Chapman
Auditor / Deputy Auditor

Date: 3/25/25

Approved as to form and execution:



Benjamin M. Stromberg
Assistant County Attorney

Date: 3/27/2025

AW/ahs

SCOPE OF WORK EXHIBIT A

Description of Service

Last year, our Career Counselor hosted three Career Fairs within our high school: law enforcement, health, and engineering. These fairs were open to all 9-12 grade students and included speakers as well as hands on tables where students could speak to industry professionals and learn more about specific careers.

Each week, starting one month into each semester, our Career Explorations teachers hosted speakers from a variety of employers to share about their experiences in their careers. Students listened, engaged, and reacted to each presentation, exploring their own interest in a given career field.

Last year, our PCN Coordinator began utilizing Innerview with her students, which was also shared with clubs across the school. The effect has been positive for the three student groups that routinely use the platform; however, it is underutilized and only reaches a small percentage of students. Students engaging with the platform have a visually appealing record of volunteer hours and types of volunteer work. In addition, this follows students throughout their high school career, providing them with a robust record of their community participation and commitment to service when they graduate.

Rock Ridge Public Schools is committed to connecting students to the community through our Academies style school. The ultimate goal of Rock Ridge is to better prepare all students for the best opportunities available to them. It represents a transformative way of delivering education that will create excitement about the learning process and provide confidence and direction for a bright future, both for students and our community. Integration of this vision is ongoing, as our consolidated district moved into the same high school building one year ago. To help move our district into a position where we are providing these opportunities for all our students, we are proposing to create a solid foundation of community involvement through an array of activities we feel will best meet the needs of our students.

Our proposal is straightforward but will take a significant amount of planning and coordination to fully implement. We will connect the school and community through inviting in speakers to our Career Exploration classes; bring students on field trips to show them the myriads of opportunities that exist across the state of Minnesota and that are available to them on the Iron Range; arrange services learning projects and job shadowing opportunities; and connect our students with real-world learning concepts. While some of these activities have already started, it is important to note that a significant amount of time for each of these activities is spent writing small grant proposals to cover the cost for each activity. Opportunities for students are currently limited by funding and the time

available for teachers to do their own grant writing to cover the cost of transportation and other associated costs. The number of students able to participate is also limited by funding, creating disparities that need not exist.

Creating strong relationships between our students and community businesses not only showcases the career opportunities available to them but also shows students that our community cares about their wellbeing and their future. Feeling connected in your community and high school supports positive childhood experiences, which work to mitigate the effects of ACEs in a child's life.

Our proposal includes celebrating our students' achievements. There is a strong recognition of sports in our building. In order to share other ways our students are successful, we will showcase their artwork across the building, sharing with the community at regular intervals.

We will encourage students to volunteer, using Innerview to help track volunteer hours and types of community service. Presentations on how to use Innerview will be made to each club and sport within the school and will be shared with students in the general population during in-class presentations. Innerview tracks volunteer hours and creates a report students can use when applying for programs, colleges, and jobs. It is free for students to use and includes recognition for students who have devoted their time to volunteering.

We will use funds to host a Powwow at Rock Ridge Public Schools, open to the public as well as students. This has not yet been able to happen, although interest is high. In the winter of 2023, Indigenous leaders shared information with our entire student body about what a Powwow is as well as songs and dancing. Students were interested and engaged.

Funding through the Indigenous Education department only allows for the cost of events geared towards Indigenous students. This funding would allow for a Powwow that would be open to all students and the community.

Finally, our program will create space for students to stay after school for events as well as cover the cost of sports passes for students. In our community, transportation is a significant concern and a reason some students do not attend dances and major games or musical productions. While we do not have the infrastructure in place to create an afterschool program for daily needs, we can intentionally create a safe space for students to stay and work on homework or play board games during high-attendance periods to help encourage participation. Currently, students must pay \$5 to attend sporting events or \$20 for an annual pass. Reducing the barrier to entry by covering the cost of all sports passes for 7-12 graders will increase support of our athletes as well as give spectators a safe and

healthy evening activity. This will help create connectedness to the school and across students.

While this proposal may appear expansive, it truly works to create connection between students and the community at all levels of engagement.

Our proposal will operate under Community Engagement. We will focus on:

- Collaborating with Local Organizations
- Community Based Learning
- Family and Community Events
- Showcasing Student Achievements
- Volunteer Opportunities
- After-school Programing

We will strengthen the connection between our school and the broader community to support students' learning and development. Students who feel a sense of belonging in high school are less likely to engage in risky behaviors and have built-in resilience to the effects of ACEs. By providing students with opportunities that connect them to the community, they will see the community cares about their well-being and understand there is a place for them on the Iron Range. In addition, students who do not have a strong sense of purpose will be given ample options to see where they fit in and how best to use their strengths.

Our plan will begin with planning in the late winter/early spring of 2025. Following intentional planning we will:

- Spring 2025 - host a Powwow for the community at RRHS ○ Evaluate student and community experience through interview
- Spring 2025 - host at least one Career Fair with interactive tables ○ Evaluate student experience through survey
- Spring 2025, Fall 2026, Winter 2026 - presentation to all clubs, activities, and Career Exploration classes on how/why to use Innerview
 - Evaluate based on utilization records through platform
- Starting in the Spring of 2025 and at least quarterly, provide after school programming, allowing students to stay between school and one major evening school activity to increase participation for all students ○ Evaluate based on participation

- Fall 2025 - provide all 7-12 students with annual sporting event passes ○ Evaluate based on participation in attendance compared to 2024-25 school year (which had no free passes)
- 2025-2026 school year - increase our Career Fairs hosted within the school from three to five ○ Evaluate both student and presenter experience through survey
- 2025-2026 - increase the number of students participating in job shadowing from 30-60 per semester to 120 ○ Evaluate both student and community experience through survey
- 2025-2026 - continue hosting speakers and be able to deepen these relationships with local employers
 - Evaluate both student and presenter experience through interview
- Spring 2026 - build week of experience into job shadowing/apprenticeship plan ○ Evaluate both student and community experience through survey
- Spring 2026 - host a Powwow for the community at RRHS ○ Evaluate student and community experience through interview

Evaluation will be through survey implementation with students to rate experiences as well as intercept and in-depth interviews. This will allow for a variety of responses and increase usefulness of data received. Evaluations will be created by the Director of School to Work Engagement and shared with Career Exploration teachers and Career Counselor. In addition, RRPS participates in the MSS. We anticipate improvement in students understanding that their community cares about them, which will also be intentionally presented to students throughout events. We will further track absenteeism, as we anticipate a reduction as we increase engagement. This will likely be most apparent through our ALP students who are at highest risk and who have the highest opportunity for improvement to their school experience.

Students who feel a sense of belonging in high school and who have at least two non-parents/caregivers who take a genuine interest in them have lower rates of substance use and report lower rates of depression and anxiety. We anticipate a reduction in substance use as reported in the MSS and in an additional annual student survey we conduct. We will see a decrease in absenteeism, which will have positive ripple effects on academic performance due to increased education engagement.

Willie Spelts is our Director of School to Work Engagement. He is working to build relationships within the community to create avenues for apprenticeships, field trips, job-shadowing opportunities, and speakers. Willie focuses on long-term relationship-building to secure repeat opportunities to work with local companies. Willie would oversee this

project and continue to provide support to the Career Counselor and Career Explorations teachers.

Jill Oja is our Career Counselor, focused on connecting students to opportunities within the community. She also arranged for our first ever Career Fairs within the high school as well as field trips to local businesses and community colleges.

Kyle Hammer and Susan Ellefson are our Career Explorations teachers. They bring in speakers to classrooms once per week. These are professionals that share their experiences as well as information on how to pursue a career in a given field. Kyle also requires each of his students to fulfill one job-shadow or career interview each semester.

Our Positive Community Norms (PCN) Coordinator will share Innerview across all club and sports organizations as well as within Career Exploration classrooms so all students will understand how and why to use the service. This information will also be shared with the Career Counselor to add to the sustainability of its use. In addition, the PCN Coordinator and the PCN student group leader will use their time to host after school activities in between school and high attendance evening activities to encourage students who do not have transportation to attend.

Our Indigenous Education Director will coordinate a Powwow in the Spring to encourage community and student involvement in a locally relevant cultural experience. This will support the Indigenous youth of our community as well as increase knowledge of the rest of our student body.

Team members focused on community engagement will meet at least quarterly to plan and evaluate all activities. This will allow for real-time communication and adjustments. Evaluation will occur throughout, following each major activity, for example, following each career fair, apprenticeships, and speakers. In addition to students being asked about their experience, they will be asked how this affects their community connectedness and their understanding of how the community cares about them. This is meant to emphasize to students why local businesses are investing their time and that it is not only a requirement for a given class or topic. Periodic elevations will also be asked of community organizations that participate to ensure it is a positive experience for them as well in order to continue building relationships.

Our proposal will serve the students of Virginia, Eveleth, Gilbert, and the surrounding townships, which make up Rock Ridge Public Schools. In addition to a traditional public-school setting, Rock Ridge also houses an Alternative Learning Program. Students in both the traditional and ALP setting would benefit from services.

One of our team members is now the Career Counselor but has previously been a student-body counselor. She will help to keep the needs of students from all socioeconomic backgrounds at the forefront of discussions. Our Indigenous Education Director is also a team member and will help to bring in perspectives of some of our more marginalized student groups. Our PCN Coordinator, who focuses significantly on belonging within the school to prevent substance use, will likewise work to ensure plans include transportation and cost for students as part of the discussion to make sure all students have equal access to opportunities. Evaluations will include questions that allow students to self-identify ways to increase inclusivity at each activity.

Activities will either include all students 9-12, in the case of Career Fairs; all students across one grade level; all students 7-12 in the case of afterschool programming; or all students interested in a given field or part of a specific academy in the case of field trips.

Activities such as the Powwow, afterschool programs, and student passes for all students will be open to all students at Rock Ridge, regardless of ability to pay. This will reduce the barrier of needing to fill out paperwork to receive a scholarship and show through action that these are truly meant for all students.

Our anticipated short-term impact is to increase students' understanding that the community cares about them and that they have a place of belonging in high school, no matter what their aspirations may be. We further anticipate an increase in participation in school activities and attendance at school events, which will only serve to increase students' sense of belonging. Creating space where students can stay prior to major games or non-athletic events will show students that their participation is truly important and desired.

Our anticipated long-term impact is a decrease in substance use across grade levels as well as decrease in reported feelings of depression and anxiety. We also anticipate increased understanding of local cultural customs by hosting a Powwow on site, which will improve outcomes specifically for our Indigenous students. We will see a decrease in absenteeism as educational engagement increases.

We will use funds to ensure all students who want to attend sporting events can, regardless of their ability to pay. We will create a safe space for students to stay prior to major events, reducing disparity caused by transportation concerns. Food will be available during this after school time, further reducing disparity in ability to participate in school and community traditions.

EXHIBIT B
BUDGET

Activity	Expense
Salary for coordinator (.3FTE)	\$30,000
Field Trips (one each semester Career Explorations)	\$9,500
Field Trips (one each semester trade-specific)	\$9,500
Career Fairs (5 annually)	\$40,000
After School Programing	\$7,500
Powwow (one each spring)	\$10,000
Sports Passes (all 7-12 graders)	\$22,000
Total	\$128,500

Reporting (Contracts Starting 2/1/25)	Reporting Period	Due	Reporting Period	Due	Reporting Period	Due
<i>Standard Deliverables</i>	2/1/25 - 5/31/25	6/15/2025				
Goals & Objectives: Clearly state the main objectives of the project/proposal.						
Key Milestones: Define 3-5 key milestones with timelines.						
Outputs: What are the tangible results delivered.						
Outcomes: High-level impact or change expected.						
<i>Bi-annual Reporting</i>	2/1/25 - 5/31/25	6/15/2025	9/1/25 - 12/15/25	12/15/2025	1/1/26 - 7/31/26	7/31/2026
Executive Summary: 1-2 paragraphs summarizing progress and key achievements.						
Progress Toward Objectives: Narrative or table format tracking progress toward stated goals.						
Financial Reporting: Budget summary showing allocation vs. expenditures. Include percentage of funds used.						
Challenges & Solutions: List key challenges encountered, current barriers, and any actions taken to address them (if applicable).						
(Optional) Photo/Testimonies: visual or narrative to highlight achievements or impact stories.						
<i>Final Reporting</i>					1/1/26 - 7/31/26	8/15/2026
Monitoring and Evaluation: Include quantitative and qualitative data collected before, during, and after the 18-months of funding. (at a minimum include health metrics and protective factor specific data outlined in your proposal)						
Sustainability Plan: Outline how the project outcomes will be sustained post-funding.						
Lessons Learned: Description of insights gained that could inform future projects.						
RFP Feedback: Feedback for Public Health on the RFP process, what went well, what didn't, changes you'd recommend.						