



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

**Regular Meeting
Monday, September 22, 2025 at 6:00 PM
Rock Ridge Administration Building, 1405 Progress Parkway,
Virginia, MN 55792**

AGENDA

1. Call to order.
2. Approval of agenda.
3. Recognition of visitors and visitor input.
4. Consent Agenda:
 1. Approval of September 8, 2025 regular meeting minutes. 4
 2. Approval of hire of Mary Heilman for the Paraprofessional (RRHS) position at a rate of \$19.97/hour effective September 15, 2025.
 3. Approval of hire of Alexandria Roskoski for the Health Services Assistant LPN (LES & NES) position at a rate of \$25.10/hour effective September 16, 2025.
 4. Approval of hire of Anita Beckman for the Paraprofessional position (RRHS) at a rate of \$19.97/hour effective September 19, 2025.
 5. Approval of hire of Kara Starkovich for the Paraprofessional position (PES) at a rate of \$19.97/hour effective September 19, 2025.
 6. Approval of hire of Deborah Feth for the Elementary Academic Advisor Indigneous Education (LES & PES) position at a rate of \$19.25/hour effective September 23, 2025.
 7. Approval of hire of Tim Leseman for the Custodian/GM/Grounds/Driver - Afternoons position at a rate of \$25.75/hour effective September 24, 2025.
 8. Approval of hire of Sarah Boyd for the Paraprofessional position (Head Start) at a rate of \$19.97/hour effective September 29, 2025.
 9. Approval of hire of Edward Mahn for the Custodian/GM/Grounds/Driver -

Afternoons position at a rate of \$25.75/hour effective September 29, 2025.

10. Approval of hire of Ashley Samargia for the Head Softball Coach position for the 2025-2026 school year with a stipend of \$6,052.

11. Approval of hire of Ian Lah for the Assistant Musical position for the 2025-2026 school year with a stipend of \$1,765.

12. Approval of hire of Dominick Olivanti for the Assistant Musical position for the 2025-2026 school year with a stipend of \$1,765.

13. Approval of transfer of Paraprofessional Steve Manninen to the Paraprofessional 2nd Grade (PES) position effective September 16, 2025.

14. Approval of additional duty and stipend for the following staff for the 2025-2026 school year: Bridget LaCoursiere (I Love To Read Coordinator \$505), Lillian Archambeau (I Love To Read Coordinator \$505).

15. Approval of work agreement for Shanon Kush-Jeffery, ECFE Coordinator, for 2024-2025 (\$68,475 pro-rated based on FTE) and 2025-2026 (\$70,700 pro-rated based on FTE). 7

16. Approval of overloads for the following staff for the 2025-2026 school year: Nikki Young (0.08 FTE Art \$5,384.79) and Cody Baker (0.8 FTE Art \$4,397.21) effective September 30, 2025 - January 16, 2026..

17. Approval of change of effective date for Shelly Babiracki (LPN) — from September 11, 2025 to September 22, 2025.

18. Approval of leave of absence for Shannen Toole from the Paraprofessional position for the 2025-2026 school year effective September 15, 2025. (Any paid time off will be used first, followed by an unpaid leave.)

19. Acceptance of resignation of Amanda Schug from the Lunch/Playground Aide position effective September 15, 2025.

20. Acceptance of resignation of Kelsey Polchow from the Paraprofessional position effective August 28, 2025.

21. Approval of termination of Sky Smith-Owens from the Paraprofessional position effective September 12, 2025.

22. Acceptance and appreciation of a donation in the amount of \$1,258.20 from Range Cooperatives, Inc. - "Pump Your Pride" program - to help support our Rock Ridge schools.

23. Acceptance and appreciation of a donation in the amount of \$200 from Peace United Methodist Church - "Noisy Offering" donation - to help support students at North Star and Laurentian with school supply needs.

5. Reports:

1. Snow removal Winter 25-26 and turf field maintenance.

2. RRHS Principal's Report.

3. Superintendent.

4. Treasurer's Report. 8

6. Administration Items:

1. Consider approval of proposed 25 Pay 26 levy.

2. Consider approval of Letter of Cooperation with Hibbing Public Schools and Rock Ridge Public Schools for the creation and operation of an Area Learning Center (ALC). 18

3. Consider approval of offer from the City of Virginia to buy 3 unused school parking lots in Virginia. 20

4. Consider approval of the Memorandum of Understanding between RRPS and the Virginia Police Department. 22
5. Consider approval of the agreement between RRPS and the City of Virginia regarding the School Resource Officer program for the 2025-2026 school year. 25
6. Consider approval of Concurrent Enrollment or College in the Schools (CITS) Contract between RRPS and Lake Superior College. 37
7. Consider approval of renewal of membership in the Minnesota Rural Education Association in the amount of \$2,500 effective July 1, 2025 through June 30, 2026.
7. Meeting Announcements:
 1. The next regular meeting will be Monday, October 13, 2025 at 6:00 PM at the Rock Ridge Administration Building, 1405 Progress Pkwy, Virginia.
8. Adjournment.

**OFFICE OF THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 2909
MONDAY, SEPTEMBER 8, 2025, 6:00 P.M.**

**ROCK RIDGE ADMINISTRATION BUILDING, 1405 PROGRESS PARKWAY, VIRGINIA, MN 55792
MINUTES OF THE REGULAR SCHOOL BOARD MEETING**

Members Present:

Nicole Culbert-Dahl Jodi Westby
Brandi Lautigar Lisa Westby
John Uhan

Other Staff Present:

Dr. Noel Schmidt, Superintendent
Angie Williams, Laurentian Elementary Principal

Members Absent:

Jennifer Bonner
Tim Riordan

- I. Chair JOHN UHAN called the regular meeting to order at 6:00 P.M.
- II. **APPROVE AGENDA:** Motion to **approve the agenda** made by CULBERT-DAHL, seconded by LAUTIGAR. Motion passed unanimously.
- III. **RECOGNITION OF VISITORS AND VISITOR INPUT:** None.
- IV. **CONSENT AGENDA:**
 - A. Uhan added Consent Agenda Items: *4.19 Approval of hire of Shelly Babiracki for the LPN position at a rate of \$25.10/hour effective September 11, 2025, and 4.20 Approval of out-of-state travel for Stephanie Agenes to Madison, WI, September 11-12, 2025 to Demco Furniture Warehouse to view potential furniture for the 1404 Building.* Uhan also made edits to Consent Agenda Item 4.4. Hiring of Sarah Steele (Grade 5-8 Math Interventionist) – start date changed from September 2 to September 8, 2025 and salary changed from \$64,493 to \$61,267.59 prorated based on 171 contract days.
 - B. Motion to **approve the Consent Agenda as amended** made LAUTIGAR, seconded by J. WESTBY. Motion passed unanimously.
 1. Approval of August 25, 2025 regular meeting minutes.
 2. Approval of hire of Justine Schunk for the Paraprofessional (NSE) position at a rate of \$19.97/hour effective September 2, 2025.
 3. Approval of hire of Barbara Sonnentag for the Long-Term Substitute Teacher (PreK-4) position at a rate of \$264.43/day (BA Step 1 pro-rated based on time) effective September 2, 2025 - December 1, 2025.
 4. Approval of hire of Sarah Steele for the Grade 5-8 Math Interventionist position with a salary of \$61,267.59 prorated based on 171 contract days (MA Step D) effective September 8, 2025.
 5. Approval of hire of Nancy Reed for the Playground Aide (LES) position at a rate of \$14.00/hour effective September 8, 2025.
 6. Approval of hire of Amanda Spotts for the 0.5 FTE Elementary Music Teacher (PES) position with a salary of \$33,132.85 (BA+10 Step H pro-rated) effective September 2, 2025.
 7. Approval of hire of Troy Loisel for the Playground Aide (LES) position at a rate of \$14.00/hour effective September 8, 2025.
 8. Approval of hire of Cody Lupich for the Paraprofessional (NSE) position at a rate of \$19.97/hour effective September 15, 2025.
 9. Approval of transfer of Katie Niskanen from Paraprofessional to the Early 3's Paraprofessional (LES) position at a rate of \$19.97/hour effective October 6, 2025.
 10. Approval of hire of Dusty Schechinger for the Early 3's Paraprofessional (LES) position at a rate of \$19.97/hour effective October 8, 2025.
 11. Approval of hire of Madison Lutzka for the Assistant Girls Hockey Coach position with a stipend of \$5,295 for the 2025-2026 school year.

12. Approval of an increase in hours for Tyler Voight-Cameron, Indigenous Education High School Advisor, effective August 26, 2025 through May 29, 2026.
13. Approval of additional duty for Paraprofessional Julie Syversrud for the short-term Paraprofessional position per Junior High football schedule (Sept. 2 - Oct. 15, 2025) at a rate of \$19.97/hour.
14. Approval of additional duties and stipends for the following staff for the 2025-2026 school year: Dawn Savela (Senior Class Advisor \$1,513), Cody Baker and Heather Gulbranson (Late Bus Supervision LES \$3,026 split stipend), Deb Tikkanen (Supervision Before/After School LES \$3,026), Lindsay Engel and Amanda Morley (WEB Leader \$2,018 each), Sarah Thyen (Safety Patrol \$1,968), Anita Tyminski (K Lunch Supervision \$3,026), Cullen Warren (2nd Lunch Supervision \$3,026), Stacy Aune (3rd Lunch Supervision \$3,026), Jackie LeBeque, Sarah Thyen, and Matraca Streier (Morning Cafeteria Student Supervision \$3,026 each), Don Galloway, Byron Negen, Crystal Scuffy, and Deron Davidson (Morning Playground Student Supervision \$3,026 each), Matraca Streier (Yearbook Advisor PES \$1,765), Laura Bakhtiari and Kate Ludwig (*I Love To Read Coordinator* \$252.50 each).
15. Approval of volunteer coaches for the 2025-2026 school year: Beau Foix (Football), Gabe Saatela (Football).
16. Acceptance of resignation of Breanna Peterson from the Lunchroom/Playground Aide position effective August 27, 2025.
17. Acceptance of resignation of Samantha Chad from the Health Assistant LPN position effective September 2, 2025.
18. Approval of lane change for Kimberly Wolner from MA Step J to MA+10 Step J effective September 4, 2025.
19. Approval of hire of Shelly Babiracki for the LPN position at a rate of \$25.10/hour effective September 11, 2025.
20. Approval of out-of-state travel for Stephanie Aagenes to Madison, WI, September 11-12, 2025 to Demco Furniture Warehouse to view potential furniture for the 1404 Building.

V. **REPORTS:**

- A. Teresa De Venecia, Executive Director of VinE (Volunteers in Education), updated the board on the role of VinE and the volunteer work that they do at RRPS.
- B. Angie Williams, Laurentian Elementary Principal, provided an update on the opening of the school year at Laurentian.
- C. The board acknowledged a letter from Iron Range Resources & Rehabilitation regarding revenue generated from iron mining and distributed to RRPS.
- D. Supt. Schmidt announced that September is “School Board Recognition Month” and kudos to our school board members for filling these seats and doing a difficult job representing the district as a whole. The opening of the roundabout has gone smoothly as well as the first days of school throughout all our buildings.
- E. Motion to **approve the payment of the bills** made by L. WESTBY, seconded by J. WESTBY. Motion passed unanimously.

VI. **ADMINISTRATION ITEMS:**

- A. Motion to **approve a one-year contract with Imagine Learning, an online learning platform**, made by UHAN, seconded by LAUTIGAR. Motion passed unanimously.
- B. Motion to **approve the Facilities Use Agreement between RRPS and Minnesota North College for fall 2025 - spring 2026 seasons** made by LAUTIGAR, seconded by L. WESTBY. Motion passed unanimously.
- C. Designating a school board member to sit on the AFSCME Labor Relations Committee, as per AFSCME contract, was tabled.
- D. Motion to **approve the Memorandum of Understanding between Arrowhead Head Start (AEOA) and RRPS for services provided from July 1, 2025 through June 30, 2026** made by LAUTIGAR, seconded by CULBERT-DAHL. Motion passed unanimously.

VII. **MEETING ANNOUNCEMENTS** were made.

VIII. **ADJOURNMENT:** Meeting adjourned at 6:48 P.M.

CHAIR

CLERK

September 22, 2025

offered the following resolution and moved for its adoption.

RESOLVED, By the Board of Education of Independent School District #2909 that the following bills be allowed and the Chairperson and Clerk be and are hereby authorized to draw orders on the Treasurer for payment of same:

<u>CHECK NO.</u>	<u>VENDOR</u>	<u>UFARS CODE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
18404	MEDICAREBLUE RX	E 01 300 211 000 000 291	25SEPT	\$27,938.20
18404	MEDICAREBLUE RX	E 01 300 211 000 000 291	25SEPT	\$1,828.20
18404 Total				<u>\$29,766.40</u>
18405	NORTHEAST SERVICE COOPERATIVE	B 01 215 003	25SEPT	\$287,015.96
18405 Total				<u>\$287,015.96</u>
18406	AT & T MOBILITY	E 01 005 690 000 000 320	Comm Telephone	\$1,190.28
18406	AT & T MOBILITY	E 01 005 690 000 000 320	Comm Telephone	\$4,025.52
18406 Total				<u>\$5,215.80</u>
18407	CONCORD THEATRICALS	E 01 300 297 000 000 430	Instruct Supplies	\$184.20
18407 Total				<u>\$184.20</u>
18408	GILBERT WATER & LIGHT DEPT	E 03 005 760 000 720 330	Water & Sewer	\$780.93
18408 Total				<u>\$780.93</u>
18409	MINNESOTA ENERGY RESOURCES	E 03 005 760 000 720 440	Fuel For Buildings	\$10.20
18409 Total				<u>\$10.20</u>
18410	MN DEPT OF HEALTH	E 02 005 770 000 701 311	Prof Tech Services	\$250.00
18410 Total				<u>\$250.00</u>
18411	PETTY CASH - RIDGEWOOD MARKET	E 01 300 214 038 000 401	General Supplies	\$500.00
18411 Total				<u>\$500.00</u>
18412	SHUBAT TRANSPORTATION	E 04 500 590 000 321 401	General Supplies	\$325.00
18412 Total				<u>\$325.00</u>
18413	TMG INDUSTRIAL USA	E 01 005 810 000 000 401	32" All Season Surface Rotary Brush/Snow Broc	\$3,998.00
18413	TMG INDUSTRIAL USA	E 01 005 810 000 000 401	Residential/Farm/Construction Site Surcharge	\$50.00
18413 Total				<u>\$4,048.00</u>
18414	AHO DREW EVAN	E 01 300 294 701 000 305	Consulting Fees	\$75.00
18414 Total				<u>\$75.00</u>
18415	ALBIN ACQUISITION CORP	E 01 005 110 000 000 314	Background Checks for August 2025	\$882.00
18415 Total				<u>\$882.00</u>
18416	AMAZON CAPITAL SERVICES INC	E 01 101 203 406 000 430	Instructional Supply	\$23.08
18416	AMAZON CAPITAL SERVICES INC	E 01 101 203 000 000 401	General Supplies	\$129.50
18416	AMAZON CAPITAL SERVICES INC	E 01 005 606 000 000 401	General Supplies	\$631.74
18416	AMAZON CAPITAL SERVICES INC	E 04 500 580 000 325 401	General Supplies	\$93.98
18416	AMAZON CAPITAL SERVICES INC	E 04 500 580 000 325 430	Instructional Supply	\$312.98
18416	AMAZON CAPITAL SERVICES INC	E 04 500 580 000 325 430	Instructional Supply	\$203.06
18416	AMAZON CAPITAL SERVICES INC	E 01 112 203 000 000 401	General Supplies	\$69.34
18416	AMAZON CAPITAL SERVICES INC	E 01 101 203 404 000 430	Instructional Supply	\$87.57
18416	AMAZON CAPITAL SERVICES INC	E 01 300 230 000 000 430	Instruct Supplies	\$56.21
18416	AMAZON CAPITAL SERVICES INC	E 01 101 203 406 000 430	Instructional Supply	\$31.99
18416	AMAZON CAPITAL SERVICES INC	E 01 112 203 000 000 401	General Supplies	\$34.98
18416	AMAZON CAPITAL SERVICES INC	E 01 101 420 000 740 433	Sup/Mat Indiv Instr	\$94.69
18416	AMAZON CAPITAL SERVICES INC	E 01 116 203 405 000 430	Instruct Supplies	\$19.10
18416	AMAZON CAPITAL SERVICES INC	E 01 112 203 000 000 401	General Supplies	\$69.99
18416	AMAZON CAPITAL SERVICES INC	E 01 101 420 000 740 433	Sup/Mat Indiv Instr	\$17.80
18416	AMAZON CAPITAL SERVICES INC	E 01 116 203 000 000 430	Instruct Supplies	\$10.44
18416	AMAZON CAPITAL SERVICES INC	E 01 005 640 000 316 401	General Supplies	\$774.56

18416	AMAZON CAPITAL SERVICES INC	E	01	005	640	000	316	401	General Supplies	\$791.04
18416	AMAZON CAPITAL SERVICES INC	E	04	500	580	000	325	430	Instructional Supply	\$278.81
18416	AMAZON CAPITAL SERVICES INC	E	01	116	203	000	000	401	General Supplies	\$288.44
18416	AMAZON CAPITAL SERVICES INC	E	01	300	292	000	000	401	General Supplies	\$38.06
18416	AMAZON CAPITAL SERVICES INC	E	01	300	292	000	000	401	General Supplies	\$113.61
18416	AMAZON CAPITAL SERVICES INC	E	01	112	203	401	000	430	Instruct Supplies	\$204.57
18416	AMAZON CAPITAL SERVICES INC	E	01	112	203	402	000	430	Instruct Supplies	\$200.08
18416	AMAZON CAPITAL SERVICES INC	E	04	500	580	000	325	430	Instructional Supply	\$211.04
18416	AMAZON CAPITAL SERVICES INC	E	01	116	203	000	000	401	General Supplies	\$92.46
18416 Total										<u>\$4,879.12</u>
18417	ANDRIE JADE	E	01	300	240	000	000	430	Instruct Supplies	\$152.04
18417 Total										<u>\$152.04</u>
18418	APG MEDIA OF MN	E	01	005	010	000	000	380	Print-Publish	\$1,819.62
18418 Total										<u>\$1,819.62</u>
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419	APPLE INC	E	01	005	606	000	000	401	General Supplies	\$268.95
18419 Total										<u>\$3,765.30</u>
18420	ARROWHEAD TRANSIT	E	03	005	760	000	720	350	Bus wash Bus 31 and 25	\$10.00
18420 Total										<u>\$10.00</u>
18421	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	PARKing brake cable and charging problems	\$949.19
18421	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	New e Door latches bus 9	\$204.12
18421	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Starting problems	\$754.63
18421	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	new starter bus 2	\$591.33
18421 Total										<u>\$2,499.27</u>
18422	AT & T MOBILITY	E	01	005	690	000	000	320	Comm Telephone	\$603.29
18422 Total										<u>\$603.29</u>
18423	BAUDHUIN CHRISTOPHER	E	01	300	294	701	000	305	Consulting Fees	\$75.00
18423 Total										<u>\$75.00</u>
18424	BISS LOCK INC	E	01	300	211	000	000	401	General Supplies	\$19,159.00
18424 Total										<u>\$19,159.00</u>
18425	CAPTI	E	01	005	640	000	312	401	AS PER ATTACHED QUOTE 20250825-14351401	\$2,250.00
18425	CAPTI	E	01	005	640	000	312	401	AS PER ATTACHED QUOTE 20250825-14351401	\$1,000.00
18425 Total										<u>\$3,250.00</u>
18426	CAREY BECKI	E	01	101	203	402	000	430	Instructional Supply	\$30.00
18426 Total										<u>\$30.00</u>
18427	CASEY JERRY S	E	01	300	296	706	000	305	Consulting Fees	\$30.00
18427	CASEY JERRY S	E	01	300	296	706	000	305	Consulting Fees	\$110.00
18427 Total										<u>\$140.00</u>
18428	CITY OF VIRGINIA	E	05	005	850	042	302	335	Short Term Lease	\$17,500.00
18428 Total										<u>\$17,500.00</u>

18429	COLOSIMO, PATCHIN, & KEARNEY LTD	E	01	005	150	000	000	311	Prof Tech Services	\$595.00
18429	COLOSIMO, PATCHIN, & KEARNEY LTD	E	01	005	150	000	000	311	Prof Tech Services	\$1,277.50
18429 Total										<u>\$1,872.50</u>
18430	COMMERCIAL REFRIGERATION SYSTEM	E	01	300	810	000	000	350	Repairs Maint Serv	\$798.77
18430 Total										<u>\$798.77</u>
18431	COOLE SCHOOL	E	01	101	203	000	000	401	General Supplies	\$859.00
18431 Total										<u>\$859.00</u>
18432	COSTIN GROUP INC	E	01	005	010	000	000	311	Prof Tech Services	\$3,500.00
18432 Total										<u>\$3,500.00</u>
18433	CRISIS PREVENTION INSTITUTE	E	01	005	640	000	316	820	Dues-Memberships-Lic-Fees	\$200.00
18433	CRISIS PREVENTION INSTITUTE	E	01	005	640	000	316	820	Dues-Memberships-Lic-Fees	\$200.00
18433 Total										<u>\$400.00</u>
18434	CULLIGAN WATER CONDITIONING	E	01	300	810	000	000	350	Repairs Maint Serv	\$767.35
18434 Total										<u>\$767.35</u>
18435	DAHLHEIMER BEVERAGE	E	01	300	810	000	000	332	Water	\$77.76
18435	DAHLHEIMER BEVERAGE	E	01	300	810	000	000	332	Water	\$9.00
18435	DAHLHEIMER BEVERAGE	E	01	112	810	000	000	332	Water	\$29.50
18435	DAHLHEIMER BEVERAGE	E	01	118	810	000	000	332	Water	\$34.50
18435	DAHLHEIMER BEVERAGE	E	01	118	810	000	000	332	Water	\$9.00
18435	DAHLHEIMER BEVERAGE	E	01	112	810	000	000	332	Water	\$25.92
18435	DAHLHEIMER BEVERAGE	E	03	005	760	000	720	401	General Supplies	\$9.00
18435	DAHLHEIMER BEVERAGE	E	01	116	203	000	000	401	General Supplies	\$38.00
18435 Total										<u>\$232.68</u>
18436	DAIKIN APPLIED	E	01	116	810	000	000	350	Repairs Maint Serv	\$733.52
18436 Total										<u>\$733.52</u>
18437	DATA CENTER WAREHOUSE LLC	E	05	300	865	000	347	401	AS PER ATTACHED QUOTE NO. Q-133280	\$1,658.00
18437 Total										<u>\$1,658.00</u>
18438	DEMCO INC	E	01	300	420	000	740	433	Ind Instructnl Mtrls	\$190.00
18438 Total										<u>\$190.00</u>
18439	DINCAU VENDING INC	E	01	300	214	038	000	401	General Supplies	\$1,656.00
18439 Total										<u>\$1,656.00</u>
18440	ECOLAB	E	01	118	810	000	000	350	Repair & Maint Service	\$239.46
18440 Total										<u>\$239.46</u>
18441	EDUCATORS BENEFIT CONSULTANTS	E	01	005	110	000	000	311	Prof Tech Services	\$260.81
18441 Total										<u>\$260.81</u>
18442	ESKO VOLLEYBALL	E	01	300	296	704	000	364	Entry Fees/Student Travel	\$150.00
18442 Total										<u>\$150.00</u>
18443	ESSENTIA HEALTH	E	03	005	750	000	720	311	Physical for Alyssa Harris Bus Driver	\$115.00
18443 Total										<u>\$115.00</u>
18444	EVELETH PUBLIC UTILITIES	E	01	118	810	000	000	334		\$110.87
18444	EVELETH PUBLIC UTILITIES	E	01	118	810	000	000	333		\$56.40
18444	EVELETH PUBLIC UTILITIES	E	01	118	810	000	000	332		\$92.25
18444	EVELETH PUBLIC UTILITIES	E	01	300	810	000	000	332		\$295.75
18444	EVELETH PUBLIC UTILITIES	E	01	005	810	000	000	334		\$1,645.00
18444	EVELETH PUBLIC UTILITIES	E	01	300	810	000	000	333		\$411.40
18444	EVELETH PUBLIC UTILITIES	E	01	005	810	000	000	334	Garbage	\$94.00
18444	EVELETH PUBLIC UTILITIES	E	01	302	810	000	000	332		\$39.00
18444	EVELETH PUBLIC UTILITIES	E	01	302	810	000	000	333		\$42.20
18444	EVELETH PUBLIC UTILITIES	E	03	005	760	000	720	332		\$34.50
18444	EVELETH PUBLIC UTILITIES	E	03	005	760	000	720	333		\$49.30
18444	EVELETH PUBLIC UTILITIES	E	01	119	810	000	000	334		\$17.29
18444	EVELETH PUBLIC UTILITIES	E	01	119	810	000	000	332		\$26.25
18444	EVELETH PUBLIC UTILITIES	E	01	119	810	000	000	333		\$28.00

18444	EVELETH PUBLIC UTILITIES	E	01	300	810	000	000	332		\$40.50
18444	EVELETH PUBLIC UTILITIES	E	01	300	810	000	000	333		\$49.30
18444	EVELETH PUBLIC UTILITIES	E	01	005	810	000	000	334		\$705.00
18444	EVELETH PUBLIC UTILITIES	E	01	101	810	000	000	330		\$1,648.35
18444 Total										<u>\$5,385.36</u>
18445	FERGUSON ENTERPRISES LLC #1657	E	01	112	810	000	000	350	Repairs Maint Serv	\$857.93
18445 Total										<u>\$857.93</u>
18446	FREEMAN ZACH	E	01	300	294	701	000	305	Consulting Fees	\$115.00
18446 Total										<u>\$115.00</u>
18447	FRESHWORKS INC	E	01	005	606	000	000	305	Consulting Fees	\$8,542.12
18447 Total										<u>\$8,542.12</u>
18448	GOPHER SPORTS	E	01	112	240	000	000	430	Instruct Supplies	\$241.45
18448	GOPHER SPORTS	E	01	101	240	000	000	430	Rainbow ClassicCoat Coated-Foam Dodgeballs I	\$199.90
18448	GOPHER SPORTS	E	01	101	240	000	000	430	Freight	\$27.99
18448 Total										<u>\$469.34</u>
18449	GRANDE ACE HARDWARE	E	01	005	810	000	000	401	Keys	\$34.93
18449	GRANDE ACE HARDWARE	E	01	005	810	000	000	420	Lamps	\$95.06
18449	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Repairs Maint Serv	\$323.82
18449	GRANDE ACE HARDWARE	E	01	300	810	000	000	350	Repairs Maint Serv	\$24.95
18449	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Repairs Maint Serv	\$399.00
18449	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Repairs Maint Serv	\$15.98
18449	GRANDE ACE HARDWARE	E	01	300	810	000	000	350	Repairs Maint Serv	\$2.66
18449 Total										<u>\$896.40</u>
18450	GYNZY, INC	E	01	101	203	406	000	430	Invoice GI20-3941	\$285.00
18450 Total										<u>\$285.00</u>
18451	HAFDAHL JIM	E	01	300	296	706	000	305	Consulting Fees	\$110.00
18451 Total										<u>\$110.00</u>
18452	HAINNEY CASSANDRA	E	01	005	107	050	000	365	Transportation Chargeback	\$19.40
18452	HAINNEY CASSANDRA	E	01	005	107	050	000	365	Transportation Chargeback	\$97.90
18452	HAINNEY CASSANDRA	E	01	005	107	050	000	401	General Supplies	\$64.12
18452	HAINNEY CASSANDRA	E	01	005	107	050	000	366	Travel	\$715.72
18452 Total										<u>\$897.14</u>
18453	HALLBERG ENGINEERING	E	05	116	850	000	302	311	Prof Tech Services	\$6,650.00
18453 Total										<u>\$6,650.00</u>
18454	HAWKINS INC	E	01	300	810	000	000	401	General Supplies	\$1,261.74
18454 Total										<u>\$1,261.74</u>
18455	HERO'S TIMING	E	01	300	296	702	000	430		\$1,082.00
18455	HERO'S TIMING	E	01	300	294	702	000	430		\$1,082.00
18455 Total										<u>\$2,164.00</u>
18456	HHS CC FAN CLUB	E	04	500	560	715	321	401	General Supplies	\$30.00
18456 Total										<u>\$30.00</u>
18457	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Custodial Supplies	\$183.20
18457	HILLYARD / HUTCHINSON	E	01	112	810	000	000	410	Custodial Supplies	\$450.04
18457 Total										<u>\$633.24</u>
18458	HOLMSTROM TIMOTHY	E	01	300	294	701	000	305	Consulting Fees	\$80.00
18458	HOLMSTROM TIMOTHY	E	01	300	294	701	000	305	Consulting Fees	\$115.00
18458 Total										<u>\$195.00</u>
18459	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$336.00
18459	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$300.00
18459	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$84.00
18459	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$220.50
18459	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$115.50
18459 Total										<u>\$1,056.00</u>

18460	HYPERICE	E	01	300	294	702	000	430	AS PER ATTACHED INVOICE NO. ORD0295956	\$336.50
18460	HYPERICE	E	01	300	296	702	000	430	AS PER ATTACHED INVOICE NO. ORD0295956	\$336.50
18460 Total										<u>\$673.00</u>
18461	INAC INC	E	02	005	770	000	701	401		\$4,016.88
18461	INAC INC	E	02	005	770	000	701	495		\$2,870.54
18461	INAC INC	E	02	005	770	000	701	490		\$24,070.56
18461	INAC INC	E	02	005	770	000	701	319		\$6,674.50
18461 Total										<u>\$37,632.48</u>
18462	IRON RANGE PIANO LLC	E	04	500	505	000	321	311	Prof Tech Services	\$140.00
18462 Total										<u>\$140.00</u>
18463	ISD #138	E	01	300	296	704	000	364	Entry Fees/Student Travel	\$350.00
18463 Total										<u>\$350.00</u>
18464	ISD #318	E	01	300	296	702	000	364		\$75.00
18464	ISD #318	E	01	300	294	702	000	364		\$75.00
18464	ISD #318	E	01	300	296	704	000	364	Entry Fees/Student Travel	\$200.00
18464 Total										<u>\$350.00</u>
18465	ISD #709	E	01	300	296	706	000	364	Entry Fees/Student Travel	\$150.00
18465 Total										<u>\$150.00</u>
18466	ISD #712	E	01	300	296	704	000	364	Entry Fees/Student Travel	\$25.00
18466 Total										<u>\$25.00</u>
18467	JAY'S PAC-N-SHIP	E	01	005	606	000	000	401	General Supplies	\$58.00
18467 Total										<u>\$58.00</u>
18468	JOHNSON JEREMIAH L	E	01	300	294	701	000	305	Consulting Fees	\$75.00
18468 Total										<u>\$75.00</u>
18469	KOSEY RAY	E	01	300	294	701	000	305	Consulting Fees	\$115.00
18469 Total										<u>\$115.00</u>
18470	KRALICH JESSICA	E	03	005	760	000	720	442	Vehicle Gas & Oil	\$20.55
18470 Total										<u>\$20.55</u>
18471	KUNNARI'S KITCHEN & COFFEE HOUSE	E	01	005	107	050	000	401	General Supplies	\$406.41
18471 Total										<u>\$406.41</u>
18472	KUSH-JEFFERY SHANON	E	01	005	105	048	000	430	Instructional Supply	\$248.20
18472 Total										<u>\$248.20</u>
18473	L & M SUPPLY INC	E	03	005	760	000	720	420	Bulbs, steel Wool Alum Oxide & halogen bulbs	\$48.40
18473	L & M SUPPLY INC	E	03	005	760	000	720	401	Flashlights for Buses	\$11.21
18473	L & M SUPPLY INC	E	01	005	810	000	000	350	Repairs Maint Serv	\$12.99
18473 Total										<u>\$72.60</u>
18474	LAKES COUNTRY SERVICE COOPERATIVE	E	01	300	361	000	428	303	Purchased Services	\$2,700.00
18474 Total										<u>\$2,700.00</u>
18475	LAMPPA KYLE	E	01	300	294	701	000	305	Consulting Fees	\$75.00
18475 Total										<u>\$75.00</u>
18476	LAMPPA STACIE	E	01	005	020	000	000	401	General Supplies	\$120.93
18476 Total										<u>\$120.93</u>
18477	LAURENTIAN CHAMBER OF COMMERCE	E	01	005	107	050	000	401	General Supplies	\$50.00
18477 Total										<u>\$50.00</u>
18478	LCS COACHES INC	E	01	300	296	706	733	361	Private Trans Cont	\$2,280.27
18478 Total										<u>\$2,280.27</u>
18479	LEARNING A-Z	E	01	116	203	403	000	430	AS PER ATTACHED ORDER NUMBER 11049284	\$250.00
18479 Total										<u>\$250.00</u>
18480	LINDE GAS & EQUIPMENT INC	E	01	300	810	000	000	350	Repairs Maint Serv	\$108.85
18480	LINDE GAS & EQUIPMENT INC	E	01	005	810	000	000	350	Repairs Maint Serv	\$85.50
18480	LINDE GAS & EQUIPMENT INC	E	01	005	810	000	000	350	Repairs Maint Serv	\$108.85
18480 Total										<u>\$303.20</u>

18481	LITTLE MOOSE PAINTING INC	E	01	101	810	000	000	350	Repair & Maint Service	\$6,775.00
18481 Total										<u>\$6,775.00</u>
18482	MANICK LINDA	E	01	300	296	704	000	305	Consulting Fees	\$150.00
18482 Total										<u>\$150.00</u>
18483	MANNI SCOTT	E	01	300	211	000	000	401	General Supplies	\$115.46
18483 Total										<u>\$115.46</u>
18484	MARIUCCI VIDEO PRODUCTION INC	E	19	005	105	000	000	401	General Supplies	\$3,010.00
18484 Total										<u>\$3,010.00</u>
18485	MASSP	E	01	005	110	000	000	820	Dues/Mbrshp/Lic Fee	\$890.00
18485 Total										<u>\$890.00</u>
18486	MCDONALD TOM	E	01	300	294	701	000	305	Consulting Fees	\$115.00
18486 Total										<u>\$115.00</u>
18487	MENARDS	E	01	300	810	000	000	350	Repairs Maint Serv	\$121.60
18487	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$22.86
18487	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$37.92
18487	MENARDS	E	04	500	580	000	325	430	Instructional Supply	\$64.86
18487	MENARDS	E	01	300	297	000	000	430	Instruct Supplies	\$580.26
18487	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$360.00
18487	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$14.97
18487	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$35.91
18487	MENARDS	E	04	500	580	000	325	430	Instructional Supply	\$48.71
18487	MENARDS	E	05	300	850	052	302	520	Bldg Improvements	\$164.60
18487	MENARDS	E	01	005	810	000	000	350	Repairs Maint Serv	\$37.02
18487	MENARDS	E	01	300	255	000	000	430	Instruct Supplies	\$40.97
18487 Total										<u>\$1,529.68</u>
18488	METRO SALES INC	E	05	005	850	000	302	335	Short Term Lease	\$5,302.44
18488 Total										<u>\$5,302.44</u>
18489	MINER'S INC	E	01	005	105	048	000	430	Instructional Supply	\$29.85
18489 Total										<u>\$29.85</u>
18490	MINNESOTA ENERGY RESOURCES	E	01	101	810	000	000	330	Utilities	\$248.51
18490	MINNESOTA ENERGY RESOURCES	E	01	302	810	000	000	330	Utilities	\$19.33
18490	MINNESOTA ENERGY RESOURCES	E	01	302	810	000	000	330	Utilities	\$19.33
18490	MINNESOTA ENERGY RESOURCES	E	03	005	760	000	720	440	Fuel For Buildings	\$49.08
18490	MINNESOTA ENERGY RESOURCES	E	01	118	810	000	000	440	Fuel for Buildings	\$158.72
18490	MINNESOTA ENERGY RESOURCES	E	01	302	810	000	000	330	Utilities	\$18.00
18490	MINNESOTA ENERGY RESOURCES	E	01	119	810	000	000	440	Fuel for Buildings	\$55.55
18490 Total										<u>\$568.52</u>
18491	MINNESOTA POWER	E	01	300	810	000	000	331	Electricity	\$578.42
18491 Total										<u>\$578.42</u>
18492	MINNESOTA TELECOMMUNICATIONS	E	02	005	770	000	701	320		\$77.10
18492	MINNESOTA TELECOMMUNICATIONS	E	01	116	203	000	000	320		\$1,050.00
18492	MINNESOTA TELECOMMUNICATIONS	E	03	005	760	000	720	320		\$175.00
18492	MINNESOTA TELECOMMUNICATIONS	E	01	101	203	000	000	320		\$554.00
18492	MINNESOTA TELECOMMUNICATIONS	E	04	500	505	000	321	320		\$77.10
18492	MINNESOTA TELECOMMUNICATIONS	E	01	302	810	000	000	320		\$77.10
18492	MINNESOTA TELECOMMUNICATIONS	E	03	005	760	000	720	320		\$488.30
18492	MINNESOTA TELECOMMUNICATIONS	E	01	300	211	000	000	320		\$154.20
18492	MINNESOTA TELECOMMUNICATIONS	E	01	117	810	000	000	320		\$77.10
18492	MINNESOTA TELECOMMUNICATIONS	E	01	112	203	000	000	320		\$77.10
18492	MINNESOTA TELECOMMUNICATIONS	E	01	005	810	000	000	320		\$1,182.20
18492	MINNESOTA TELECOMMUNICATIONS	E	01	005	606	000	000	320		\$282.70
18492	MINNESOTA TELECOMMUNICATIONS	E	01	005	020	000	000	320		\$77.10

18492	MINNESOTA TELECOMMUNICATIONS	R	01	005	000	000	000	099	Miscellaneous	\$2,974.30
18492 Total										<u>\$7,323.30</u>
18493	MN DEPT OF LABOR & INDUSTRY	E	01	112	810	000	000	350	Repairs Maint Serv	\$25.00
18493 Total										<u>\$25.00</u>
18494	MORA HIGH SCHOOL	E	01	300	296	702	000	364		\$75.00
18494	MORA HIGH SCHOOL	E	01	300	294	702	000	364		\$75.00
18494 Total										<u>\$150.00</u>
18495	MYERS MAGDALEN	E	01	005	107	050	000	365	Transportation Chargeback	\$1,416.00
18495 Total										<u>\$1,416.00</u>
18496	NEMANICK MIKAYLA	E	18	005	960	000	000	898	Scholarships	\$500.00
18496 Total										<u>\$500.00</u>
18497	NORTH CENTRAL INTERNATIONAL LLC	E	03	005	760	000	720	420	Emergency door alarms	\$358.24
18497	NORTH CENTRAL INTERNATIONAL LLC	E	03	005	760	000	720	350	Strobe light Bus 16	\$193.75
18497 Total										<u>\$551.99</u>
18498	OMERZA TIM	E	01	300	294	701	000	305	Consulting Fees	\$115.00
18498	OMERZA TIM	E	01	300	294	701	000	305	Consulting Fees	\$35.00
18498 Total										<u>\$150.00</u>
18499	OTOSO ARTWORKS LLC	E	04	500	560	715	321	401	13	\$1,566.00
18499	OTOSO ARTWORKS LLC	E	04	500	560	715	321	401	Set up fee	\$65.00
18499	OTOSO ARTWORKS LLC	E	04	500	560	715	321	401	ink Charge	\$9.00
18499 Total										<u>\$1,640.00</u>
18500	OVERHEAD DOOR COMPANY OF HIBBING	E	01	005	810	000	000	350	Fix garage door Virginia Bus garage	\$329.00
18500 Total										<u>\$329.00</u>
18501	PARALLEL TECHNOLOGIES INC	E	01	005	606	000	000	401	General Supplies	\$607.29
18501 Total										<u>\$607.29</u>
18502	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$44.00
18502	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$70.76
18502	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$44.00
18502	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$49.92
18502	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$71.26
18502	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$44.00
18502 Total										<u>\$323.94</u>
18503	PETERSON LINDA E	E	04	701	590	000	350	311	Prof Tech Services	\$380.00
18503 Total										<u>\$380.00</u>
18504	PORTABLE JOHN	E	01	300	296	702	000	430		\$127.50
18504	PORTABLE JOHN	E	01	300	294	702	000	430		\$127.50
18504 Total										<u>\$255.00</u>
18505	QUADIANT FINANCE	E	01	005	105	000	000	329	Postage	\$1,000.00
18505 Total										<u>\$1,000.00</u>
18506	RAJ PAUL	E	01	300	294	701	000	305	Consulting Fees	\$115.00
18506 Total										<u>\$115.00</u>
18507	RANGE AUTO PARTS COMPANY	E	03	005	760	000	720	350	Batteries for bus 25	\$714.10
18507	RANGE AUTO PARTS COMPANY	E	03	005	760	000	720	401	Knob for Charger	\$18.65
18507	RANGE AUTO PARTS COMPANY	E	03	005	760	000	720	442	Def	\$271.20
18507	RANGE AUTO PARTS COMPANY	E	01	005	810	000	000	401	Batteries for school scrubber and filters for mai	\$989.07
18507 Total										<u>\$1,993.02</u>
18508	RANGE COOPERATIVE INC	E	03	005	760	000	720	442	Vehicle Gas & Oil	\$543.55
18508 Total										<u>\$543.55</u>
18509	RANGE OFFICE SUPPLY & EQUIP.CO	E	01	300	211	000	000	401	General Supplies	\$1,548.40
18509 Total										<u>\$1,548.40</u>
18510	ROAD MACHINERY & SUPPLY CO	E	01	005	810	000	000	350	Sandblast floor grates	\$770.00
18510 Total										<u>\$770.00</u>

18511	RUMBLE ON THE RED	E	01	300	294	711	000	364	Entry Fees/Student Travel	\$600.00
18511 Total										<u>\$600.00</u>
18512	SCAIA MELISSA	E	01	300	296	704	000	305	Consulting Fees	\$150.00
18512 Total										<u>\$150.00</u>
18513	SCHMIDT NOEL	E	01	005	640	000	316	366	Travel	\$2,495.00
18513 Total										<u>\$2,495.00</u>
18514	SCHMITT MUSIC CENTER	E	01	005	030	000	000	460	Textbooks/Workbooks	\$32.76
18514	SCHMITT MUSIC CENTER	E	01	005	030	000	000	460	Textbooks/Workbooks	\$259.90
18514	SCHMITT MUSIC CENTER	E	01	005	030	000	000	460	Textbooks/Workbooks	\$38.34
18514 Total										<u>\$331.00</u>
18515	SCHOOL HEALTH CORPORATION	E	01	300	720	000	000	401	General Supplies	\$9.48
18515	SCHOOL HEALTH CORPORATION	E	01	300	720	000	000	401	General Supplies	\$40.53
18515 Total										<u>\$50.01</u>
18516	SCHOOL SPECIALTY LLC	E	01	300	256	000	000	430	086667 School Smart Graph Grid Paper, 3-Hole	\$35.07
18516	SCHOOL SPECIALTY LLC	E	01	300	256	000	000	430	2150961 House of Doolittle Recycled Academic	\$15.59
18516	SCHOOL SPECIALTY LLC	E	01	300	256	000	000	430	038406 BIC Ultra Round Stic Grip Ballpoint Pen,	\$10.11
18516	SCHOOL SPECIALTY LLC	E	01	300	256	000	000	430	1466991 BIC Wite-Out EZ Correct Correction Ta	\$11.89
18516	SCHOOL SPECIALTY LLC	E	01	300	256	000	000	430	1481859 Daily Memo Book, 5-7/8 x 9-3/8 Inche:	\$16.95
18516	SCHOOL SPECIALTY LLC	E	01	300	256	000	000	430	2150946 School Smart Desk Pad Calendar, Janu	\$5.19
18516 Total										<u>\$94.80</u>
18517	SHI	E	01	005	606	000	000	430	AS PER ATTACHED QUOTATION # 26512627	\$4,920.00
18517 Total										<u>\$4,920.00</u>
18518	SHRED-N-GO_ 446138	E	01	101	203	000	000	401		\$85.30
18518	SHRED-N-GO_ 446138	E	01	112	203	000	000	401		\$85.30
18518	SHRED-N-GO_ 446138	E	01	300	211	000	000	401		\$85.30
18518	SHRED-N-GO_ 446138	E	01	005	110	000	000	401		\$85.30
18518	SHRED-N-GO_ 446138	E	01	116	203	000	000	401		\$85.30
18518 Total										<u>\$426.50</u>
18519	SISSON MARK	E	01	300	294	701	000	305	Consulting Fees	\$115.00
18519 Total										<u>\$115.00</u>
18520	SKALKO GREGORY S	E	03	005	750	000	720	311	Physicals for Roggenbuck, Peterson & George	\$450.00
18520	SKALKO GREGORY S	E	03	005	750	000	720	311	physical Nori for the bus	\$150.00
18520 Total										<u>\$600.00</u>
18521	STARFALL EDUCATION FOUNDATION	E	01	112	606	000	000	430	2025-2026 SCHOOL MEMEBERSHIP RENEWAL F	\$355.00
18521 Total										<u>\$355.00</u>
18522	STEFANICH SHEENA	E	01	005	107	050	000	365	Transportation Chargeback	\$97.23
18522 Total										<u>\$97.23</u>
18523	SVATOS JULIE	E	03	005	760	000	723	361	Private Trans Cont	\$1,995.00
18523 Total										<u>\$1,995.00</u>
18524	TACONITE TIRE SERVICE	E	03	005	760	000	720	350	Oil Change and tire rotation Suburban 42	\$99.69
18524 Total										<u>\$99.69</u>
18525	TEASCK ELLIE	E	18	005	960	000	000	898	Scholarships	\$700.00
18525 Total										<u>\$700.00</u>
18526	THE PROMISE IS YOU LLC	E	01	005	640	000	316	311	Prof Tech Services	\$11,250.00
18526 Total										<u>\$11,250.00</u>
18527	UNITED ELECTRIC COMPANY	E	01	300	810	000	000	350	Repairs Maint Serv	\$594.90
18527 Total										<u>\$594.90</u>
18528	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	334		\$16.26
18528	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	333		\$153.90
18528	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	332		\$89.62
18528	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	331		\$56.98
18528	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	440		\$9.00
18528	VIRGINIA PUBLIC UTILITITES	E	01	117	810	000	000	334		\$390.96

18528	VIRGINIA PUBLIC UTILITITES	E	01	117	810	000	000	333		\$64.09
18528	VIRGINIA PUBLIC UTILITITES	E	01	117	810	000	000	332		\$50.02
18528	VIRGINIA PUBLIC UTILITITES	E	01	117	810	000	000	331		\$2,339.15
18528	VIRGINIA PUBLIC UTILITITES	E	01	117	810	000	000	440		\$84.33
18528	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	334		\$566.46
18528	VIRGINIA PUBLIC UTILITITES	E	01	116	810	000	000	333		\$96.08
18528	VIRGINIA PUBLIC UTILITITES	E	01	116	810	000	000	332		\$64.87
18528	VIRGINIA PUBLIC UTILITITES	E	01	116	810	000	000	331		\$2,960.45
18528	VIRGINIA PUBLIC UTILITITES	E	01	116	810	000	000	440		\$55.98
18528 Total										<u>\$6,998.15</u>
18529	VISSER DARREN	E	01	300	294	701	000	305	Consulting Fees	\$115.00
18529 Total										<u>\$115.00</u>
18530	W A FISHER COMPANY	E	01	300	050	000	000	401	General Supplies	\$360.00
18530	W A FISHER COMPANY	E	01	005	010	000	000	311	Prof Tech Services	\$61.50
18530	W A FISHER COMPANY	E	01	300	297	000	000	430	Instruct Supplies	\$230.00
18530	W A FISHER COMPANY	E	01	300	297	000	000	430	Instruct Supplies	\$80.00
18530	W A FISHER COMPANY	E	01	300	297	000	000	430	Instruct Supplies	\$220.00
18530 Total										<u>\$951.50</u>
18531	WETZEL JAY	E	01	300	294	701	000	305	Consulting Fees	\$115.00
18531 Total										<u>\$115.00</u>
18532	WIIRRE DEBBIE	E	01	005	110	000	000	329	Postage	\$32.02
18532 Total										<u>\$32.02</u>
18533	WRIGHT SPECIALTY PREMIUM TRUST	E	01	005	940	000	000	340	Property&liab Ins	\$25,954.80
18533 Total										<u>\$25,954.80</u>
18534	ZUMBAUM BRAD	E	01	300	294	701	000	305	Consulting Fees	\$40.00
18534	ZUMBAUM BRAD	E	01	300	294	701	000	305	Consulting Fees	\$115.00
18534 Total										<u>\$155.00</u>
18535	AAGENES STEPHANIE	E	01	005	640	000	316	401	General Supplies	\$156.19
18535 Total										<u>\$156.19</u>
18536	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$774.84
18536 Total										<u>\$774.84</u>
18537	BABBICH WILLIAM	E	03	005	750	000	720	311	Prof Tech Services	\$100.00
18537 Total										<u>\$100.00</u>
18538	CONTINUA INTERIORS OF MINNESOTA	E	01	116	203	000	000	401	General Supplies	\$12,665.46
18538	CONTINUA INTERIORS OF MINNESOTA	E	01	300	810	000	000	401	General Supplies	\$936.56
18538 Total										<u>\$13,602.02</u>
18539	FRANKLIN COVEY CLIENT SALES INC	E	01	005	640	000	316	366	Travel	\$8,662.50
18539	FRANKLIN COVEY CLIENT SALES INC	E	01	005	640	000	316	366	Travel	\$499.02
18539	FRANKLIN COVEY CLIENT SALES INC	E	01	005	640	000	316	366	Travel	\$4,560.00
18539	FRANKLIN COVEY CLIENT SALES INC	E	01	005	640	000	316	366	Travel	\$6,671.56
18539 Total										<u>\$20,393.08</u>
18540	GIANTS RIDGE	E	01	300	296	715	000	364		\$1,725.00
18540	GIANTS RIDGE	E	01	300	294	715	000	364		\$1,725.00
18540 Total										<u>\$3,450.00</u>
18541	ISD #318	E	01	300	690	000	000	390	Pmt Educ Pur MN Dist	\$24,730.80
18541 Total										<u>\$24,730.80</u>
18542	L & M SUPPLY INC	E	01	005	810	000	000	350	Repairs Maint Serv	\$15.98
18542 Total										<u>\$15.98</u>
18543	MARQUETTE SCHOOL	E	04	701	590	000	351	460	Textbooks Workbooks	\$13,009.60
18543 Total										<u>\$13,009.60</u>
18544	PETERSON LINDA E	E	04	701	590	000	350	311	Prof Tech Services	\$100.00
18544 Total										<u>\$100.00</u>

18545	SAFETY & RESPECT DRIVING SCHOOL	E 01 300 211 000 320 430	Instruct Supplies	\$2,750.00
18545 Total				<u>\$2,750.00</u>
18546	SCHMIDT NOEL	E 01 005 020 000 000 366	Travel	\$2,919.98
18546 Total				<u>\$2,919.98</u>
18547	SMIRTHWAITE USA LLC	E 01 300 420 000 740 433	Ind Instructnl Mtrls	\$244.00
18547 Total				<u>\$244.00</u>
	PAYROLL 09/15/25			\$724,285.59
	OASDI			\$42,948.82
	MEDICARE			\$10,048.88
	PERA			\$11,653.86
	TRA			\$54,350.32
	TSA MATCH			\$5,239.54
			TOTAL DISBURSEMENTS & PAYROLL	<u>\$1,494,579.51</u>

Seconded by

that the above resolution be adopted.

Resolution adopted September 22, 2025.

Clerk

Chairperson



August 11, 2025

Letter of Cooperation

Between Rock Ridge Public Schools and Hibbing Public Schools

For State-Approved Alternative Programming

This Letter of Cooperation is entered into by and between Rock Ridge Public Schools, ISD #2909 and Hibbing Public Schools, ISD #701 to establish a collaborative arrangement for the creation and operation of an Area Learning Center (ALC) under Minnesota Statutes, sections 123A.05 and 123A.06 starting in the 26-27 school year.

Purpose

The purpose of this agreement is to provide eligible students from both districts with access to State-Approved Alternative Program (SAAP) services consistent with Minnesota law, ensuring that no student who meets the statutory eligibility criteria under Minnesota Statutes, section 124D.68 (Graduation Incentives Program) will be denied access to either district's program.

Independent Operations

Both districts agree to:

1. Operate independent ALC programs that are educationally and financially separate, in accordance with Minnesota Department of Education (MDE) approval requirements.
2. Maintain independent budgets, staffing, curriculum, and program oversight while coordinating on enrollment procedures to ensure student access.
3. Meet all requirements for SAAPs, including year-round programming, appropriately licensed instructional staff, and an annually updated Continual Learning Plan (CLP) for each enrolled student, as outlined in Minnesota Statutes, section 124D.128.

Mutual Access to Services

- Students from either district who meet the statutory eligibility criteria for ALC services will be allowed to enroll in the other district's ALC program if it meets their academic needs and/or if space or services are not available in their resident district.
- Admission will follow Minnesota's student choice provisions for SAAPs, ensuring equitable access for qualifying students, including those receiving special education or English learner services, as required by Minnesota Statutes, section 123A.06, subdivision 2.

Transportation

- Each district will be responsible for its own student transportation within its boundaries.
- Transportation will not be provided between districts for students attending the other district's ALC program under this agreement. Families will be responsible for arranging transportation in such cases.

Compliance

Both districts agree to:

- Comply with all applicable Minnesota statutes, MDE SAAP program requirements, and reporting procedures.
- Ensure that each program meets the definition and operational requirements of an ALC under Minnesota Statutes, section 123A.05, including serving secondary students during the core school day and providing programming throughout the calendar year.

Term of Agreement

This agreement shall remain in effect from the date of execution and shall automatically renew unless either party provides written notice of termination by October 1st of for the following year. Program administrators will meet twice a year to ensure compliance and continued program improvement.

Superintendent
Dr. Noel Schmidt
Rock Ridge Public Schools, ISD #2909
Date: _____



Superintendent
Richard B. Aldrich
Hibbing Public Schools, ISD #701
Date: 9/10/25



September 11, 2025

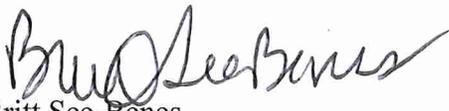
Dr. Noel Schmidt, Superintendent
Rock Ridge Public Schools
1405 Progress Parkway
Virginia MN 55792

Dear Dr. Schmidt,

Thank you again for taking the time to meet with us to discuss our offer to purchase school property in the City of Virginia. After further consideration by our Buildings and Grounds Committee and Council, we respectfully request to purchase parcels 090-0010-14060, 090-0010-14230, & 090-0030-00280 for a lump sum of \$25,000.

Please feel free to reach out to discuss further and thank you for your time and consideration. If this offer is acceptable, we can continue to discuss terms and conditions of purchase.

Sincerely,
CITY OF VIRGINIA


Britt See-Benes
City Administrator

cc: Bryan Lindsay, City Attorney
Jenny Bourbonais, Community Development Coordinator

#3 090-0010-14060
 #4 090-0010-14230
 #5 090-0030-00280



County Land Explorer

St. Louis County, Minnesota



LEGEND

- CITY PROPERTY
- SCHOOL PROPERTY
- CHURCH PROPERTY

PARKING STALL COUNTS

- ① LOT 1 - SCHOOL: 14 STALLS
- ② LOT 2 - SCHOOL: 47 STALLS
CITY: 20 STALLS
- ③ LOT 3 - SCHOOL: 17 STALLS
CITY: 9 STALLS
- ④ LOT 4 - SCHOOL: 18 STALLS
- ⑤ LOT 5 - SCHOOL: 58 STALLS

NOTE: INFORMATION WAS TAKEN FROM THE ST. LOUIS COUNTY GIS DATABASE AND MAY NOT BE COMPLETELY ACCURATE.



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is hereby entered into between Rock Ridge School District (Hereinafter referred to as the "District") and the Virginia Police Department (Hereinafter referred to as the "Department") as of the date of the last signature affixed hereto below.

I. Purpose and Intent

The purpose of this MOU is to establish a framework for the provision of extra security coverage by off-duty Department officers at District events and school locations. This agreement outlines the roles and responsibilities of both parties, communication protocols, scheduling procedures, and financial arrangements to ensure the safety of students, staff, and the public. This MOU is not intended to, and does not, create any rights or duties for third parties.

II. Scope of Services

The Department agrees to provide off-duty police officers for extra security shifts at District location as discussed below:

- A least one to two days per week, five-hour shifts, during the school year between the hours of 8:00 AM to 1:00 PM or 10:30 AM to 3:30 PM.

III. Roles and Responsibilities

A. The Department will:

1. Designate and approve qualified off-duty officers to work extra security shifts for the District.
2. Ensure all off-duty officers assigned to District shifts comply with Department policies, directives, and procedures.
3. Submit timely invoices to the District for payment of services rendered.
4. Communicate with District as to officer availability and capacity for purposes of scheduling.

B. The District will:

1. Communicate security needs and requests for off-duty officers in writing to the Department's designated point of contact.
2. Pay the Department for services rendered in a timely manner, as specified in the financial arrangements section of this MOU.
3. Designate a school administrator or event coordinator to serve as the on-site point of contact for the assigned officers during each shift.
4. Provide officers with a safe workspace and clear logistical information and a description of duties.

IV. Financial Arrangements

- A. **Payment Rate:** The District will compensate the Department for overtime police security services at a rate of \$80 per hour, per officer. This rate includes all associated costs such as salary, benefits, and administrative fees.
- B. **Minimum Shift Length:** A minimum shift length of 5 hours will be applied to all extra security requests.
- C. **Billing:** The Department will submit invoices to the District on a monthly basis, detailing the date, time, and total hours worked for each event.
- D. **Invoice Payment:** The District agrees to remit payment for all approved invoices within 30 of receipt.

V. Authority and Command

1. Officers working under this agreement remain employees of the Department and are subject to the exclusive command and control of the Department.
2. Nothing in this MOU grants the District or its employees the authority to direct or control the law enforcement actions of any Department officer.
3. The District agrees that police involvement should not be requested for routine disciplinary matters that can be safely and appropriately handled by school staff. Police intervention should be reserved for criminal incidents or situations that pose a significant threat to safety.

VI. Term, Review, and Termination

- A. Term: This MOU shall be effective from September 2nd, 2025 through June 1st, 2026 and will be automatically renewed on an annual basis unless terminated by either party.
- B. Review: The designated points of contact for the District and the Department will meet at least annually to review and evaluate the effectiveness of this agreement.
- C. Termination: Either party may terminate this MOU by providing a 30 day written notice to the other party.

VII. Signatures

In witness whereof, the parties have executed this Memorandum of Understanding on the date set forth below.

Rock Ridge School District

City of Virginia

By _____
By _____
Its _____
Its _____

Date:

Date:

Attest:

AGREEMENT

THIS AGREEMENT, entered into on the _____ day of _____ 2025, between the **CITY OF VIRGINIA**, hereinafter referred to as "**City**", and **INDEPENDENT SCHOOL DISTRICT NO. 2909, Rock Ridge Public Schools**, Virginia, Minnesota, hereinafter referred to as "**School District**".

RECITALS

The parties hereto recite and declare that:

- A. **School District** desires and intends to create and establish a School Resource Officer program (SRO), which is both a Federally and State recognized program; and,
- B. **City** also desires to create, establish and provide an SRO program to the **School District**; and
- C. Both **City** and the **School District** desire to set forth in this agreement the specific terms and conditions of the services to be performed and provided and the responsibilities of each party.

NOW, THEREFORE, FOR THE REASONS SET FORTH ABOVE, AND IN CONSIDERATION OF THE MUTUAL COVENANTS AND PROMISES OF THE PARTIES HERETO, THE PARTIES COVENANT AND AGREE, AS FOLLOWS:

- 1. **Goals and Objectives** - it is understood and agreed that the **School District** and **City** share the following goals and objectives with regard to the SRO Program in the **School District**;
 - 1.1 To foster educational programs and activities that will increase students' knowledge of and respect for the law and the function of law enforcement and the function of law enforcement officers and agencies;
 - 1.2 To expect the SRO to attend possible extra-curricular activities of the **School District** in addition to regularly assigned duties;

- 13 To act swiftly and cooperatively when responding to major disruptions and flagrant criminal offenses at school at school, such as: disorderly conduct by trespassers, the possession and use of weapons on school buildings and grounds, the illegal sale and/or distribution of controlled substances, other acts of violence which jeopardize the safety of **School District** students and personnel;
- 14 To expect personnel of the **School District** to report serious crimes that occur on campus and to cooperate with the SRO in the investigation of those crimes which occur at school and/or on school grounds;
- 15 To cooperate with law enforcement officials in their investigations of criminal offenses which occur off campus to the extent permitted by **School District** policy, practice and procedure and Minnesota law.

2. Employment, for assignment of SRO

- 21 **City** shall provide one SRO, two days a week, during the student 2025-2026 school year, during the term of this agreement.
- 22 The SRO under this agreement shall be an employee of **City** and not the **School District**. The SRO will be subject to the administration, supervision and control of **City** and its Police Department, except as such administration, supervision and control is subject to the terms and conditions of this agreement.
- 23 **City** and its Police Department agree that the pay and benefits including terms and condition of employment shall be in accordance with **City's** contract with its police officers. Except as such policies or practices in terms of conditions of employment may have to be modified to comply with the terms and conditions of this agreement.
- 24 The SRO shall be assigned by **City** and its Police Department to the **School District** to be used by and among school locations and buildings located within the **School District**. The assignments to buildings and locations shall be agreed upon by the Superintendent of the **School District** and/or his designee and the Chief of Police for **City** and/or her designee.

- 25 While working as an SRO with the **School District**, the SRO shall have the same jurisdiction, powers, rights, privileges and immunities that law enforcement officer normally possess.
- 26 While on duty at a school location, the SRO shall respond to requests and suggestions by the Superintendent or Building Principal, but shall remain subject to the lawful operational commands of the SRO's superior officers in **City's** Police Department.
- 27 While working as an SRO with the **School District**, the SRO shall intervene in all situations involving reportable offenses as defined by Minnesota Law. Such offenses are acts occurring on school property or school locations that involve assault resulting in serious personal injury, sexual assault, sexual offence, rape, kidnapping, indecent liberties with a minor, maltreatment of a minor, assault involving the use of a weapon, possession of a fire arm in violation of the law, possession of a weapon in violation of the law, or possession of a controlled substance or alcohol in violation of the law.

In these situations, the SRO shall be responsible for the investigation of the offense and the decision to pursue legal action shall be in the discretion of the SRO. The **School District** may conduct its own investigation and make a determination as to whether disciplinary or legal action should be pursued.

- 28 **City** and its Police Department, in their sole discretion shall have the power and authority to hire, discharge and discipline SROs.
- 29 **City** and its Police Department shall hold the **School District** free, harmless and indemnified from any and all claims, counter suites, or causes of action rising out from the wrongful, unlawful or negligent actions of the SRO.

3. Insurance and Indemnification

- 3.1 **City** and its Police Department shall purchase and maintain in full-force in effect during the terms of this agreement general comprehensive, liability and errors of omissions insurance policies with limits as required by the Minnesota Municipal Tort Claims Act (MN Statute Chapter 4663.2) – **City** and its Police Department agrees to hold the **School District**, its agents, students and employees free, harmless and indemnified from

and against all claims, suites or causes of action rising from or anyway other than the performance of the duties of the SRO or the SRO Program.

4.0 Duration

- 4.1 This agreement shall be for one school year commencing on the opening day of school for the 2025-2026 school year and ending on June 30, 2026. This agreement can be extended, modified or altered in written form by mutual agreement by and between the parties.
- 4.2 Either party may terminate this agreement during its term with 90 days written notice to the other.

5.0 Duty Hours

- 5.1 The regular hours of the SRO shall be a 16 hours a week (2 days a week during the 2025-2026 school year), but in no event shall exceed the maximum number of hours allowed or permitted by **City's** Collective Bargaining Agreement with Police officers. Hours on duty may be altered by the **School District** to meet the needs of extra-curricular and other and other school activities at which the presence of the SRO may be desired. Any overtime must be approved in advance by and between the Superintendent and **City's** Chief of Police. The duty hours of the SRO shall begin when the SRO arrives at the school location or the destination assigned by the Superintendent or the Principal and shall end when the SRO leaves that destination. Time Records shall be kept and maintained by **School District** and provided to the Chief of Police of **City** on a regular basis.
- 5.2 It is understood and agreed that time spent by the SRO attending **School District** related juvenile, expulsion or other court hearings pertaining to the SRO's duties and responsibility as SRO shall be considered as hours worked under this agreement.
- 5.3 This contract between the **School District** and the Virginia Police Department addresses data practices policies and procedures. These procedures and policies shall identify the education records that can be shared with the law enforcement agency generally and with the SRO specifically and for what purposes. Law enforcement records that contain student and parent data that are maintained by the law enforcement agency shall be governed by the agency's data practices policy and in compliance with the requirements of the Minnesota Government Data Practices Act, Minn. Stats., chapter 13,

and Minnesota Rules, parts 1205.0100-1205.2000.

- 5.4 In the event of an emergency when the SRO is ordered by **City's** Police Department to leave his/her school duty station during normal duty hours and to perform necessary services for **City** and its Police Department, the time spent shall not be considered hours worked under this agreement. The hours shall be made up in a manner determined by mutual agreement by the parties.

6. COMPENSATION

- 6.1 The **School District** shall pay to **City** the sum of \$0 during the term of this agreement in a way and manner mutually agreed on by and between the parties. This sum is inclusive of any DARE activities performed by the SRO. All other costs associated with the SRO shall be the full and complete responsibility of **City** except as to approved overtime in conjunction with SRO's duties to which prior approval has been given and obtained, in which case the cost shall be borne by the **School District**.

7. Qualifications of SRO

- 7.1 The SRO shall be a licensed police officer by the State of Minnesota and shall have had experience working with and around young people. The SRO shall possess an even temperament and be able to set a good example for students and **School District** personnel. Further, the SRO shall possess communication skills that would enable the SRO to function effectively within a school environment and to work collaboratively and successfully with **School District** personnel. The SRO will have the 40-hour Basic SRO training course that meets the state statute requirements.

8. Specific Duties of SRO

- 8.1 To protect the lives and property of students, educational personnel and other employees of the **School District**.
- 8.2 To serve as a Liaison between law enforcement and the school and to help identify vulnerabilities in the school facilities.
- 8.3 To foster a positive school climate.
- 8.4 SROs are prohibited from using force or their authority as officers to enforce school policies or rules or participating in the enforcement of discipline for violating school rules.

- 8.5 SROs are not considered employees, agents, or representatives of the school district.
- 8.6 To properly enforce Federal, State and Local laws and ordinances.
- 8.7 To provide law enforcement services to the **School District** at assigned school locations in accordance with the terms of this AGREEMENT.
- 8.8 To investigate criminal activity and offenses reported to be or committed on or adjacent to school property or school vocations.
- 8.9 To work collaboratively with **School District** personnel and parents to carry out in a good faith manner the duties set forth within.
- 8.10 It shall not be the function of the SRO to give legal advice, but may attempt to answer questions of students and **School District** educational personnel.
- 8.11 To provide security when requested for special school events and extra-curricular activities and functions at the request of the Principal, Superintendent or **School District** designee.
- 8.12 To follow and abide by all **School District** policies and be familiar with those policies.
- 8.13 To immediately notify the Principal of the school to which the SRO has been assigned as soon as practically possible after a law enforcement action is taken on campus and to provide the Principal of such school a copy of the report so as to protect other students and staff from the risk of harm.
- 8.14 When requested, to submit a monthly report to the Superintendent and School Board entitled "School Resource Officer Monthly Report".

9.0 Chain of Command

- 9.1 As employees of City Police Department, SRO's shall follow the chain of command set for in the Police Department's Policy and Procedure Manual's.
- 9.2 In the performance of his/her duties SRO's shall coordinate and communicate with the Principal, Superintendent or their designee in the school location to which they may be assigned

and shall collaborate and cooperate with them in every way and respect so as to minimize the negative impact on students and staff.

- 9.3 The SRO shall be required to wear a City Police Department issued uniform, which shall be provided by **City's** Police Department and otherwise dress in accordance with the dress code required by the Police Department.

The **School District** shall provide SRO with an office or conference space to assist him/her in performing his/her duties on campus.

The SRO shall notify the School Principal/designee before removing a student from school.

- 9.4 The SRO shall adhere to all Federal and State Laws, and **School District** Policies when conducting investigations, interrogations, searches and arrests and shall be further cognizant of all laws and rules pertaining to and dealing with juveniles. SRO's shall not be authorized to have access to private educational data with regard to students and/or private personnel data involving employees except in an emergency situation so as to protect the life and safety of others or upon a subpoena or court order.

- 10. Applicable Law** – This agreement shall be controlled by the laws of the State of Minnesota, any action brought as a result of a claim, demand or cause of action arising under the terms of this agreement shall be brought in the District Court, St. Louis County, Virginia, Minnesota.

11. Severability

Binding on Successors-each provision, section, sentence, clause, phrase and word of the agreement is intended to severable. If any provision, section, sentence, clause, phrase or word hereof is held by a court of proper jurisdiction to be illegal or invalid for any reason whatsoever, such an illegality or invalidity shall not affect the validity of the remainder of this AGREEMENT.

This AGREEMENT shall be binding upon and inure to the benefit of the parties hereto and their respective personnel, personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the parties above named have executed this Agreement to be effective the date first above written.

**School
District:**

**INDEPENDENT SCHOOL DISTRICT
NO. 2909, ROCK RIDGE PUBLIC
SCHOOLS**

By _____

Its _____

By _____

Its _____

CITY OF VIRGINIA

By _____

Its _____

By _____

Its _____

STATE OF MINNESOTA
MINNESOTA STATE COLLEGES AND UNIVERSITIES
CONCURRENT ENROLLMENT CONTRACT

2025-2026

This contract is by and between ***Rock Ridge Public Schools; 1403 Progress Parkway; Virginia, MN 55792*** (hereinafter DISTRICT) and the State of Minnesota acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of ***Lake Superior College, 2101 Trinity Road, Duluth, MN 55811*** (hereinafter MINNESOTA STATE).

WHEREAS, the DISTRICT has a need for a specific service; and

WHEREAS, MINNESOTA STATE, is empowered to enter into contracts pursuant to Minnesota Statutes, Chapter 136F; and

WHEREAS, The Concurrent Enrollment or College in the Schools (CITS) program is available as part of the Post-Secondary Enrollment Option program in accordance with Minn. Stat. § 124D.09 and Minnesota State Board Policy 3.5 which governs the implementation of the Post-Secondary Enrollment Options program by system colleges and universities. Concurrent Enrollment allows high school students to earn both high school and college credit for classes offered through a high school and taught by a high school teacher; and.

NOW, THEREFORE, it is agreed:

1. DUTIES OF MINNESOTA STATE. The MINNESOTA STATE agrees to provide the following:

Lake Superior College (LSC) CITS Staff shall:

- Lake Superior College will work cooperatively and in partnership with high school personnel and students to process registrations, validate course competencies, and transcribe grades.
- Adhere to all Minnesota State, Higher Learning Commission (HLC), and National Alliance of Concurrent Enrollment Partnerships (NACEP) policies and standards.
- Complete credential review process of high school instructors according to guidelines from Minnesota State Colleges and Universities Policy 3.32 found on the MinnState website: <https://www.minnstate.edu/system/asa/academicaffairs/cfc/>
- Communicate student eligibility requirements to the school district.
- Process CITS registrations and send class lists to high school as soon as the registrations are complete.
- Adjust records for student in accordance with add/drop and withdrawal policies.
- Maintain registration, waiver, and grade records for all completed CITS classes.
- Work with each high school to ensure that CITS class lists are correct and that all grades are submitted and transcribed.
- Provide to CITS students and partners access to online information to include information on LSC's student conduct code, academic and student support services, registration policies, transcript requests, and more.

Lake Superior College Instructor Mentors shall:

- Collaborate with the high school CITS instructor to clarify approved college course outline and outcomes, to create a syllabus for each course, and to verify the syllabus meets college criteria.
- Extend invitations to CITS teachers to participate in appropriate campus-based faculty development activities.

- Meet regularly (face-to-face, email, telephone or via other technology) with high school CITS instructor and monitor assignments, exams, projects, and instructional effectiveness to ensure course meets the learning outcomes in the LSC course outline.
- Make at least one visit per course if requested by the high school instructor.
- Provide current college text information, course outlines, sample syllabi, sample exams, assignments, and exercises for the high school CITS teacher's use.
- Provide instructors who have taught the course previously with copies of new course outlines, new calendars, schedules, or other information as courses change.
- Create records of site visits and course evaluations per NACEP accreditation requirements.
- Support CITS instructors, giving additional time and attention to instructors new to the program.

2. DUTIES OF DISTRICT. The DISTRICT agrees to provide the following:

High School Instructors, Administrators, and Staff shall:

- Ensure students meet minimum CITS eligibility requirements as stated in Lake Superior College policy 3.5: <https://www.lsc.edu/policies/3-5-post-secondary-enrollment-option/>
- Provide qualified faculty to teach concurrent courses at the high school.
- Provide all needed books, supplies and materials for each course.
- Abide by the policies and procedures (e.g. add/drop, withdraw, course alignment) detailed in the CITS handbooks available at <https://www.lsc.edu/become-a-student/college-in-the-schools/college-in-the-schools-handbooks/>.
- Notify parents/students of CITS course offerings and student eligibility.
- To the extent possible, provide counseling services to students and their parents/guardian before students enroll in CITS courses to ensure awareness of risks and possible consequences of enrollment.
- Collaborate with LSC staff to administer Accuplacer test to potential CITS students and/or provide relevant test scores or GPA to assure compliance with PSEO eligibility requirements.
- Ensure completion of LSC registration forms and verify class rosters.
- Assign final, whole letter grades to each student on the class rosters provided by LSC's CITS staff and share grades with LSC CITS staff for recording.
- Meet regularly (face-to-face, email, telephone or via other technology) with LSC faculty mentor.
- Collaborate with LSC faculty to align course syllabi, assignments, grading, and assessments and ensure each course meets the LSC learning outcomes.
- Provide LSC CITS staff with a copy of each course's syllabus for transfer purposes.
- Assist LSC staff in administering course evaluations for each CITS course in keeping with NACEP accreditation requirements.
- Participate in professional development opportunities offered by LSC in keeping with NACEP accreditation requirements.

3. CONSIDERATION AND TERMS OF PAYMENT.

- a. Consideration for all services performed and goods or materials supplied by MINNESOTA STATE pursuant to this contract shall be paid by the DISTRICT as follows: The DISTRICT shall pay Three thousand and 00/100 dollars (\$3,000.00) per course per teacher. If one teacher teaches multiple sections, it is one fee; if more than one teacher is assigned to separate sections of the same course, there is an additional fee to be paid by the DISTRICT of Three thousand and 00/100 dollars (\$3,000.00) per teacher. The billing date for courses is October 31, 2025 with payment by the DISTRICT due 30 days later. (See attachment A for course and cost details).
There is no cost to the student.
- b. Terms of Payment. LAKE SUPERIOR COLLEGE will bill for courses by October 31, 2025 with payment by DISTRICT due 30 days later.

4. TERM OF CONTRACT. This contract shall be effective on **July 1, 2025, or upon the date that the final required signature is obtained by MINNESOTA STATE**, whichever occurs later, and shall remain in effect until **June 30, 2026** or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first.
5. CANCELLATION. This contract may be canceled by the DISTRICT or MINNESOTA STATE at any time, with or without cause, upon thirty (30) days written notice to the other party. In the event of such a cancellation, the MINNESOTA STATE shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.
6. AUTHORIZED REPRESENTATIVES.

a. The DISTRICT'S Authorized Representative for the purposes of administration of this contract is:

Name: Dr. Noel Schmidt
 Title: Superintendent
 Address: 1403 Progress Parkway; Virginia MN 55792
 Telephone: 218-742-3901
 E-Mail: noel.schmidt@rrps.org

b. MINNESOTA STATE 'S Authorized Representative for the purposes of administration of this contract is:

Name: Stephanie Wainionpaa
 Title: College in the Schools Director
 Address: 2101 Trinity Road, Duluth MN 55811
 Telephone: 218-733-5916
 E-Mail: stephanie.wainionpaa@lsc.edu

Each authorized representative shall have final authority for acceptance of services of the other party and shall have responsibility to ensure that all payments due to the other party are paid pursuant to the terms of this contract.

7. ASSIGNMENT. Neither the DISTRICT nor MINNESOTA STATE shall assign or transfer any rights or obligations under this contract without the prior written approval of the other party.
8. LIABILITY. Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof. The STATE's liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes sections 3.732 and 3.736, et seq., and other applicable law.
9. AMERICANS WITH DISABILITIES ACT COMPLIANCE (hereinafter "ADA"). The DISTRICT is responsible for complying with the Americans with Disabilities Act, 42 U. S. C. 12101, et. seq. and regulations promulgated pursuant to it. MINNESOTA STATE IS NOT responsible for issues or challenges related to compliance with the ADA beyond its own routine use of facilities, services, or other areas covered by the ADA.
10. AMENDMENTS. Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract or their successors in office.
11. GOVERNMENT DATA PRACTICES ACT. The requirements of Minnesota Statutes § 13.05, subd. 11 apply to this contract. The DISTRICT and MINNESOTA STATE must comply with the Minnesota

Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by MINNESOTA STATE in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the DISTRICT in accordance with this contract. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either the DISTRICT or MINNESOTA STATE. In the event the DISTRICT receives a request to release the data referred to in this clause, the DISTRICT must immediately notify MINNESOTA STATE. MINNESOTA STATE will give the DISTRICT instructions concerning the release of the data to the requesting party before the data is released.

The parties additionally acknowledge that the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g and 34 C.F.R. 99, apply to the use and disclosure of education records that are created or maintained under this agreement.

12. JURISDICTION AND VENUE. This contract shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or the breach thereof, shall be located only in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.
13. STATE AUDITS. The books, records, documents, and accounting procedures and practices of the DISTRICT relevant to this contract shall be subject to examination by the contracting department and the Legislative Auditor.
14. FORCE MAJEURE. No party to this Contract shall be responsible for any delays or failure to perform any obligation under this Contract due to acts of God, strikes or other disturbances, including, without limitation, war, insurrection, embargoes, governmental restrictions, acts of governments or governmental authorities, and any other cause beyond the control of such party. During an event of force majeure the parties' duty to perform obligations shall be suspended.
15. OTHER PROVISIONS. (Attach additional page(s) if necessary): NONE.

The rest of this page intentionally left blank. Signature page to follow.

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

APPROVED:

1. MINNESOTA STATE COLLEGES AND UNIVERSITIES

Lake Superior College

By (authorized signature) <i>Linda Kingston</i>
Title President
Date 09/08/2025

2. DISTRICT certifies that the appropriate person(s) have executed the contract on behalf of DISTRICT as required by applicable articles, by-laws, resolutions, or ordinances.

By (authorized signature)
Title
Date

3. AS TO FORM AND EXECUTION: Lake Superior College

By (authorized college/university/system office initiating agreement)
Title
Date

Attachment A - 2025-2026 LSC CITS COURSES

Cost: \$3,000.00

The following courses will be covered under this Concurrent Enrollment Agreement:

Course	Course Title	Cr	HS Instructor	Term
BIOL 1170	Microbiology	3	Strasser, Tim	Fall

Rock Ridge Public School District

District Name Rock Ridge High School
District # 2909
CITS Contact Alice Pelton
CITS Contact Email Alice.Pelton@rrps.org
Principal Scott Manni
Principal Email Scott.manni@rrps.org
Superintendent Dr. Noel Schmidt
Superintendent Email noel.schmidt@rrps.org