

Regular School Board Meeting of ISD  
857  
Monday, September 13, 2021 6:00 PM

Board & Public in HS Library/Remote viewing  
via ZOOM  
100 County Road 25  
Lewiston, MN 55952

## **Agenda**

- I. Call Meeting to Order  
**Speaker(s):** Board Chair
- II. Pledge of Allegiance.  
**Speaker(s):** Board Chair
- III. Quorum Call  
  
Brummer  
Koverman  
Maki  
Meisch  
Meyer  
Pringle  
Sommer  
**Speaker(s):** Board Chair
- IV. Approve the September 13, 2021 Meeting Agenda  
**Speaker(s):** Board Chair
- V. Open Forum

Guideline: Three minutes per speaker; 15 minutes maximum. Complaints about personnel or individuals are prohibited. No Board action is taken during the Open Forum. This is the only time during the Board meeting that audience participation is allowed unless scheduled prior.

- Speaker(s):** Board Chair
- VI. Guest Presenter: Sarah Berndt, 2021-22 Curriculum Coordinator Information and Updates  
**Speaker(s):** Sarah Berndt
  - VII. PK-6 Principal's Report  
**Speaker(s):** Principal Dave Riebel
  - VIII. 7-12 Principal's Report  
**Speaker(s):** Principal Dr. Cory Hanson
  - IX. Consent Agenda
    - A. Board Meeting Minutes: August 9, August 11, August 17, August 23, 2021
    - B. Financial Reports a. Board Bills
    - b. Treasury Report
    - c. August 2021 Miscellaneous Payments
    - d. August 2021 Wire Payments

- X. C. Approve hire of Keith Polus at MA/Step 13 in accordance with the EdMN/L-A Master Agreement.
- D. Approve hire of Kara Prosen as a Paraprofessional.
- E. Approve hire of Carole Ziebell as a Food Service Assistant.
- F. Approve hire of Nick Haag as Food Service Assistant.
- G. Approve Lane Changes - Justin Hanson (to MA+20), Ethan Scheck (to BA+10), Kayleen Sheck (to BA+10), Ginny Reszka (to MA+20) in accordance with EdMN/L-A Master Agreement.
- H. Approve modification of Kayli Zezulka 2021-22 start date from August 30, 2021 to October 18, 2021.
- I. Approve hire of Taylor Nelson as Junior High Volleyball Coach.
- J. Accept the resignation of Sarah Ong, Speech & Language Therapist effective January 21, 2022.

XI.

**Speaker(s):** Board Chair

- XII. Recommendation to certify Proposed 2021 Payable 2022 Levy at maximum and set the date for the Truth in Taxation Meeting as Monday, December 13, 2021 at 6:00pm in the Lewiston-Altura High School Library.
- XIII. Agreement to join Southwest West Central Service Cooperative STARRS Online Academy.
- XIV. 2021 - 22 Return to School Safe Learning Plan Updates
- XV. Modifications to 2021-22 Return to School Safe Learning Plan.
- XVI. Superintendent's Report
- Speaker(s):** Superintendent Carman
- XVII. Board Committee Reports
- Speaker(s):** Board Members
- XVIII. Upcoming Meetings

Workshop Session with InGensa: September 15, 2021 at 5:30pm (HS Library)

Regular Board Meeting: October 11th at 6:00pm (Elementary Library)

Regular Board Meeting: November 8th at 6:00pm (Altura Intermediate Library)

Truth in Taxation Meeting & Regular Board Meeting: December 13th at 6:00pm (HS Library)

2022 Organizational Meeting: Tuesday, January 4, 2022 at 6:00pm, High School Library (tentative)

Regular Board Meeting: Monday, January 10th at 6:00pm, High School Library (tentative)

- XIX. Adjourn

# Report to the School Board

September 13, 2021

By Elementary / Intermediate School Principal Dave Riebel

GOAL 1: THE DISTRICT WILL STRIVE TO PROVIDE THE BEST EDUCATIONAL PROGRAMS.

- **Great Start to the 2021-2022 school year!**

The Elementary and Intermediate enjoyed it's first day with students on Thursday, Sept. 9<sup>th</sup>. Thanks go out to all students and staff for making it a smooth start to the year. The following were the day one attendance numbers:

PreSchool	3-4 yr. olds	4-5 yr. olds			
	28	36			<b>64</b>
<b>Elem.</b>					
<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	
38	28	40	36	35	<b>177</b>
<b>Int.</b>					
<b>5</b>	<b>6</b>				
40	47				<b>87</b>

GOAL 2: THE DISTRICT WILL STRIVE TO HIRE, DEVELOP AND MAINTAIN THE BEST POSSIBLE STAFF.

- **Staffing update:**

We would like to welcome to the following paraprofessional staff members to our Lewiston-Altura family:

School Readiness: Mya Waterman and Jena Schulte

Elementary: Eryn Englund      Intermediate: Sarah Fowler

- **Staff Development - Workshop Week:**

A traditional workshop week schedule was utilized for all staff. The full PK-12 staff gathered at the high school on Monday for the back to school breakfast followed by our yearly mandatory trainings. Mr. Dan Buck from OutFront Minnesota presented information and discussion prompts regarding LGBTQ topics. Buildings staff meetings, lunch and the All Staff Olympics team building games rounded out the day. Tuesday morning inservice was lead by Sarah Berndt beginning with work on the district Mission and Vision as well as the beginnings of our Professional Learning Communities. Tuesday afternoon and all of Wednesday's schedule was the traditional work in rooms and meetings day.

- **STARRS Online Academy:**

If parents have decided to pursue an online verses face to face option for their K-6 students, our district has teamed with the STARRS Online Academy for these instructional services. STARRS Online utilizes the Edgenuity curriculum and staff to provide the grade level instruction and assessment. Lewiston-Altura also has a staff member who is assigned to mentor any enrolled district students. At the beginning of September three families had expressed interest in the program. After our Meet and Greet parent-teacher conferences, one family has submitted registration.

GOAL 3: THE DISTRICT WILL STRIVE TO MAINTAIN A POSITIVE EMOTIONAL AND SAFE CLIMATE FOR LEARNERS AND STAFF.

- **Meet and Greet Parent Teacher Conferences**

Students and parents utilized Tuesday, Sept. 7 and Wednesday Sept. 8<sup>th</sup> to participate in individualized Meet and Greet conferences. The new school year brings excitement, but also a bit of nervousness. The Meet and Greet conferences are meant to minimize the nervousness by allowing families to meet teachers and see their classrooms, bring in and unpack school supplies, find their desks and lockers and complete any needed paperwork. Classroom teachers were able to highlight the classroom routines and answer any questions.

GOAL 4: THE DISTRICT WILL STRIVE TO MAINTAIN AND IMPROVE THE DISTRICT'S INFRASTRUCTURE.

No report this month.



## Independent School Dist. No. 857

100 County Road 25

Lewiston, MN 55952

(507) 523-2191

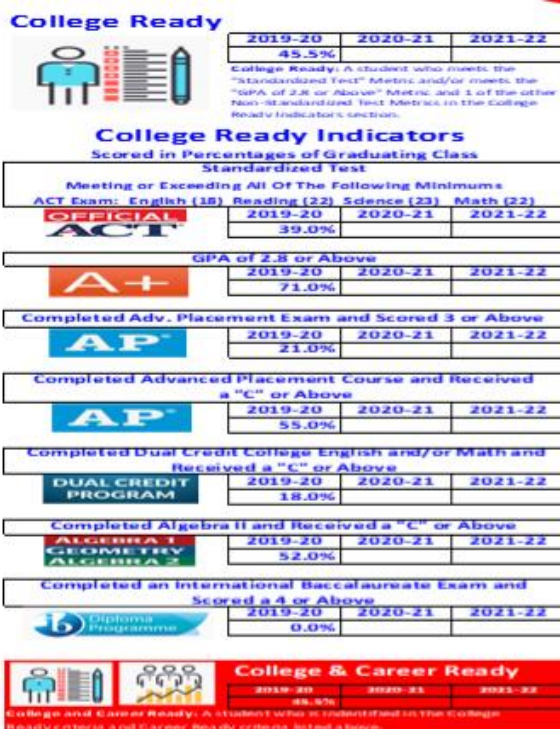
Gwen Carman, Superintendent

Dave Riebel, Elementary and Intermediate Principal

Cory Hanson, High School Principal

### Goal 1: The District will strive to provide the best possible educational programs.

- We started as a member of the Redefining Ready cohort through SE service cooperative. We have begun to implement a couple of the steps and are looking at how to complete the others.



- We have all of our fall sports up and running. All teams have had their first competitions, and we are off to a great start. Thank you to our coaches for getting the student athletes prepared for competition.

### Goal 2: The District will strive to hire, develop, and maintain the best possible staff.

- Welcome Mr. Keith Polus as our English elective and interventionist. Welcome Mrs. Kara Prosen as an educational assistant.
- Opening Day workshops included our yearly trainings as well as a LGBTQ presenter. Teachers continued with time related to defining mission and vision for PLC's.

### Goal 3: The District will strive to maintain a positive emotional and safe climate for learners and staff.

- We are thankful for Mr. Dan Buck from OutFront Minnesota for speaking to all staff and spending extra time with the high school staff. We are in a good place, but will continue to work through LGBTQ issues in the school and district.
- We are implementing the 21-22 safe learning plan. We need support in making sure all students have masks and that all students are wearing their masks on transportation.

**Goal 4: The District will strive to maintain and improve the district infrastructure.**

- Thank you to maintenance for pouring concrete to ramp our exit points out of the A Wing.
- Our pickleball courts are nearly ready for school and public use.

**Upcoming Events:**

- **Sept. 17 is Picture Day**
- **October 4 - 8**

**MINUTES OF THE LEWISTON-ALTURA REGULAR SCHOOL BOARD MEETING**  
**ISD #857**  
**August 9, 2021**

A special meeting of the School Board of Independent School District #857 was held on August 9, 2021. The Board members met in the High School Library and the public was able to be present or access the meeting via ZOOM due to COVID-19 Pandemic restrictions. Members Brummer, Koverman, Pringle, Maki, Meisch, Meyer, and Sommer were present.

Brummer called the meeting to order at 6:04pm. The Pledge of Allegiance was recited.

Motion by Meyer, seconded by Meisch to approve the August 9, 2021 Meeting Agenda. MCU.

Superintendent Carman presented an overview of a recommended 2021-22 Safe Learning Return to School Plan.

Public Comment was heard in regards to the 2021 - 22 Safe Learning Return to School Plan.

PK-6 Principal Dave Riebel and 7-12 Principal Dr. Cory Hanson presented reports.

Motion by Pringle, second by Maki to approve the Consent Agenda. MCU.

Motion by Pringle, seconded by Meyer to not approve the 2021 - 22 Safe Learning Return to School Plan. Motion passed 6-1. Roll call vote: Ayes: Brummer, Meyer, Koverman, Meisch, Sommer, Pringle. Nays: Maki.

Motion by Koverman, second by Brummer to approve the 2021-22 Employee Handbook. MCU.

Motion by Maki, second by Meyer to approve the 2021-22 Coaches' and Activities Advisors' Handbook. MCU.

Motion by Meisch, second by Pringle to approve the 2021-22 Activities Admission fees: L-A students and staff (with an ID) Free, Adults (out of HS through age 64): \$7.00, Adults ages 65+ Free, Visiting students: \$4.00. MCU.

Motion by Pringle, second by Sommer to approve in accordance with Policy 704; Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System, increase the school district's capitalization threshold from \$1000.00 to \$5000.00 effective July 1, 2020. MCU.

Motion by Meyer, second by Brummer to approve Fund 04 FY21 transfer of \$65,000.38 from Community Education Restricted Fund Balance to School Readiness Fund Balance to eliminate a negative School Readiness Fund Balance. MCU.

Superintendent Carman presented a report.

Board members presented committee reports.

Motion by Meyer, seconded by Maki to adjourn the meeting at 9:02 pm. MCU.

Melissa Meisch, Clerk

**MINUTES OF THE LEWISTON-ALTURA SCHOOL BOARD WORKSHOP SESSION**  
**ISD #857**  
**August 11, 2021**

A workshop session of the School Board of Independent School District #857 was held on August 11, 2021. The Board members met in the High School Library. Members Brummer, Koverman, Pringle, Maki, Meisch, Meyer, and Sommer were present.

Brummer called the session to order at 5:30pm.

Representatives from InGensa, Inc. presented information from assessment of the district's facilities, cost estimates to address needs and potential options.

The meeting adjourned at 8:55pm.

Melissa Meisch, Clerk

**MINUTES OF THE LEWISTON-ALTURA SPECIAL SCHOOL BOARD MEETING**  
**ISD #857**  
**August 23, 2021**

A special meeting of the School Board of Independent School District #857 was held on August 23, 2021. The Board members met in the High School Library and the public was able to be present or access the meeting via ZOOM due to COVID-19 Pandemic restrictions. Members Brummer, Koverman, Pringle, Maki, Meisch, Meyer, and Sommer were present.

Brummer called the meeting to order at 6:00pm. The Pledge of Allegiance was recited.

Motion by Meyer, seconded by Koverman to approve Personnel Items: resignation of Cassie Prigge, hire of Aizlynn Thimm, hire of Sarah Fowler, hire of Maya Waterman. MCU.

Motion by Maki, seconded by Sommer to approve the addition of Houston Public Schools to our Cross Country sports cooperative agreement with Rushford-Peterson. MCU.

Connie Sikkink reported on the standards and curriculum review process the Grade 5-8 math teachers completed. Motion by Meyer, seconded by Meisch to approve the purchase of envision A/G/A grades 6-8 Mathematics online licenses, textbooks and consumable workbooks purchase for 6 years for one time cost of \$21,592.65. MCU.

Motion by Koverman, seconded by Maki to approve the 2021-22 Elementary and Intermediate Schools Student and Parent Handbook. MCU.

Motion by Sommer, seconded by Meyer to approve the 2021-22 High School Student Handbook. MCU.

Motion by Pringle, seconded by Meisch to approve the 2021-22 Support Staff Handbook. There will be further study of the possibility of a longevity incentive. MCU.

Superintendent Carman provided updates regarding the start of the 2021-22 school year.

Motion by Meisch, seconded by Brummer to approve FFA's request for an overnight trip to attend the MN State Fair. MCU.

Motion by Koverman, seconded by Sommer to adjourn the meeting at 6:39 pm. MCU.

Melissa Meisch, Clerk

# Treasury Report

## August 2021 Bank Reconciliation

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	BALANCE END OF MONTH	ENDING BALANCE 7/31/2020
GENERAL FUND	1,455,741.02	1,210,798.30	(942,430.56)	1,724,108.76	1,494,777.54
FOOD SERVICE FUND	119,679.71	25,762.49	(65,053.93)	80,388.27	15,062.43
COMMUNITY ED	201,120.95	27,977.29	(40,165.47)	188,932.77	248,680.40
BUILDING CONSTRUCTION	607,154.26	0.00	0.00	607,154.26	0.00
DEBT REDEMPTION	85,249.94	53,452.77	0.00	138,702.71	848,692.81
TRUST FUND	0.00	0.00	0.00	0.00	(1,320.97)
STUDENT FUNDRAISED FUND	136,002.69	11,599.04	(30,053.37)	117,548.36	64,397.37
<b>TOTALS</b>	<b>2,604,948.57</b>	<b>1,329,589.89</b>	<b>(1,077,703.33)</b>	<b>2,856,835.13</b>	<b>2,670,289.58</b>

## RECONCILEMENT OF TREASURER'S BALANCE WITH BANK

DESCRIPTION	BALANCE PER BANK STATEMENT	OUTSTANDING CHECKS	DEPOSITS NOT SHOWN ON BANK STATEMENT	OTHER RECONCILING ITEMS	BALANCE PER TREASURER'S BOOKS
General Fund Checking	40,012.37	(76,407.91)	0.00	(5,969.66)	(42,365.20)
Activity Checking	77,105.25	0.00	0.00	0.00	77,105.25
Savings	477,697.96	0.00	0.00	0.00	477,697.96
Merchants Bank	558.26	0.00	0.00	0.00	558.26
MSDLAF	2,293,722.02	0.00	0.00	0.00	2,293,722.02
CD-investments	50,116.84	0.00	0.00	0.00	50,116.84

TREASURER'S BALANCE

**2,856,835.13**

## Lewiston-Altura Public Schools August 2021 Misc Payments

Bank	Batch	Pmt No	Check No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
001	P20269	61613	70976		Check	1 6705	R1	2NDGEAR		Yes	Yes	No	08/10/2021	637.00
001	P20269	61615	70977		Check	1 6737		A-1 Mobile Storage Service		Yes	Yes	No	08/10/2021	232.00
001	P20269	61610	70978		Check	1 4988	R1	Apple Inc.		Yes	Yes	No	08/10/2021	796.00
001	P20269	61598	70979		Check	1 00420		ARNOLD'S SUPPLY		Yes	Yes	No	08/10/2021	9,921.00
001	P20269	61611	70980		Check	1 5825		Becker's School Supplies		Yes	Yes	No	08/10/2021	85.92
001	P20269	61605	70981		Check	1 2671	R1	CDW-Government		Yes	Yes	No	08/10/2021	647.60
001	P20269	61599	70982		Check	1 06170		GEYER INSTRUCTIONAL PRODUCTS		Yes	Yes	No	08/10/2021	61.25
001	P20269	61607	70983		Check	1 3210		HBC		Yes	Yes	No	08/10/2021	2,284.88
001	P20269	61608	70984		Check	1 3267	R1	INNOVATIVE OFFICE SOLUTIONS, LLC		Yes	Yes	No	08/10/2021	125.55
001	P20269	61600	70985		Check	1 11015	R1	LAKESHORE		Yes	Yes	No	08/10/2021	101.59
001	P20269	61606	70986		Check	1 3038		Lewiston Hardware, LLC		Yes	Yes	No	08/10/2021	525.19
001	P20269	61601	70987		Check	1 11260		LEWISTON JOURNAL		Yes	Yes	No	08/10/2021	341.45
001	P20269	61612	70988		Check	1 5956		MIEnergy Cooperative		Yes	Yes	No	08/10/2021	17,866.61
001	P20269	61609	70989		Check	1 3571		MINNESOTA ENERGY RESOURCES		Yes	Yes	No	08/10/2021	1,203.61
001	P20269	61604	70990		Check	1 2220		MINNESOTA INTERSCHOL. ATH. ADM.		Yes	Yes	No	08/10/2021	130.00
001	P20269	61602	70991		Check	1 13260		NEUMANN OIL CO		Yes	Yes	No	08/10/2021	28.50
001	P20269	61616	70992		Check	1 6804	R1	PepsiCo Foundation Inc.		Yes	Yes	No	08/10/2021	38,165.66
001	P20269	61614	70993		Check	1 6728	R1	Ramsey Solutions		Yes	Yes	No	08/10/2021	2,944.34
001	P20269	61617	70994		Check	1 6834		TestOut		Yes	Yes	No	08/10/2021	1,500.00
001	P20269	61603	70995		Check	1 22038		WASTE MANAGEMENT		Yes	Yes	No	08/10/2021	2,969.61
001	P20269	61628	70996		Check	1 5594		ALTRA FEDERAL CREDIT UNION		Yes	Yes	No	08/13/2021	130.00
001	P20269	61631	70997		Check	1 6406		Ameritas Life Insurance Corp		Yes	Yes	No	08/13/2021	96.72
001	P20269	61627	70998		Check	1 4951		Bremer Bank		Yes	Yes	No	08/13/2021	300.00
001	P20269	61629	70999		Check	1 6265		HOME FEDERAL SAVINGS BANK		Yes	Yes	No	08/13/2021	42.50
001	P20269	61632	71000		Check	1 6461		ISD 857 - Flex Plan Checking		Yes	Yes	No	08/13/2021	1,402.56
001	P20269	61624	71001		Check	1 17090		MADISON NATIONAL LIFE		Yes	Yes	No	08/13/2021	543.88
001	P20269	61626	71002		Check	1 4786	R1	Merchants Bank		Yes	Yes	No	08/13/2021	525.00
001	P20269	61630	71003		Check	1 6283		MinnWest Bank Group		Yes	Yes	No	08/13/2021	30.00
001	P20269	61625	71004		Check	1 3545		Winona National Bank		Yes	Yes	No	08/13/2021	50.00
001	P20269	61638	71005		Check	1 1277		A-1 GLASS CO, INC.		Yes	Yes	No	08/17/2021	435.00
001	P20269	61641	71006		Check	1 2183		B & S Rentals Inc.		Yes	Yes	No	08/17/2021	390.00
001	P20269	61648	71007		Check	1 3868		BRAINPOP		Yes	Yes	No	08/17/2021	0.00
001	P20269	61649	71008		Check	1 4459		CHILEDA INSTITUTE, INC.		Yes	Yes	No	08/17/2021	1,228.08
001	P20269	61642	71009		Check	1 2916		CONTINENTAL RESEARCH CORP		Yes	Yes	No	08/17/2021	1,139.97
001	P20269	61653	71010		Check	1 6835		Crunched, Inc.		Yes	Yes	No	08/17/2021	289.34
001	P20269	61633	71011		Check	1 03124	R1	DISCOUNT SCHOOL SUPPLY		Yes	Yes	No	08/17/2021	95.86
001	P20269	61647	71012		Check	1 3737		Hiawatha Valley Ed District		Yes	No	No	08/17/2021	1,883.94
001	P20269	61634	71013		Check	1 07141		HIGH PLAINS COOPERATIVE		Yes	Yes	No	08/17/2021	2,710.27
001	P20269	61643	71014		Check	1 3172	R1	Hy-Vee Accounts Receivable		Yes	Yes	No	08/17/2021	64.15

## Lewiston-Altura Public Schools August 2021 Misc Payments

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
001	P20269	61646	71015	Check	1	R1	INNOVATIVE OFFICE SOLUTIONS, LLC		Yes	Yes	No	08/17/2021	108.45
001	P20269	61651	71016	Check	1		IXL		Yes	No	No	08/17/2021	1,643.00
001	P20269	61635	71017	Check	1		KWIK TRIP		Yes	Yes	No	08/17/2021	559.10
001	P20269	61652	71018	Check	1	R1	Loffler Companies -- 131511		Yes	Yes	No	08/17/2021	695.39
001	P20269	61636	71019	Check	1		MINNESOTA ASSOCIATION OF SCHOOLS		Yes	No	No	08/17/2021	15.00
001	P20269	61650	71020	Check	1		MINNESOTA Public Employees Insurance		Yes	Yes	No	08/17/2021	33,378.58
001	P20269	61637	71021	Check	1		MOTOR PARTS & EQUIP		Yes	Yes	No	08/17/2021	60.00
001	P20269	61645	71022	Check	1		North Central Truck Equipment		Yes	Yes	No	08/17/2021	357.99
001	P20269	61644	71023	Check	1	R1	School Specialty LLC		Yes	No	No	08/17/2021	248.32
001	P20269	61640	71024	Check	1		THREE RIVERS CONFERENCE		Yes	Yes	No	08/17/2021	1,344.40
001	P20269	61639	71025	Check	1		XCELENERGY		Yes	Yes	No	08/17/2021	1,293.44
001	P20269	61654	71026	Check	1		ARNOLD'S SUPPLY		Yes	No	No	08/30/2021	3,898.00
001	P20269	61675	71027	Check	1		BRAINPOP		Yes	No	No	08/30/2021	2,457.00
001	P20269	61679	71028	Check	1	R1	BSN Sports, LLC		Yes	No	No	08/30/2021	25.98
001	P20269	61655	71029	Check	1		Century Link		Yes	No	No	08/30/2021	219.86
001	P20269	61668	71030	Check	1		City of Lewiston		Yes	No	No	08/30/2021	658.83
001	P20269	61659	71031	Check	1		CUSTOM ALARM		Yes	No	No	08/30/2021	1,380.00
001	P20269	61671	71032	Check	1		Excel Images Inc.		Yes	No	No	08/30/2021	51.25
001	P20269	61660	71033	Check	1	R1	Fun Express		Yes	No	No	08/30/2021	261.16
001	P20269	61666	71034	Check	1	R1	GRAINGER		Yes	No	No	08/30/2021	230.21
001	P20269	61680	71035	Check	1		Heritage Embroidery		Yes	No	No	08/30/2021	3,400.00
001	P20269	61682	71036	Check	1	R1	Macmillan Holdings LLC		Yes	No	No	08/30/2021	1,848.40
001	P20269	61670	71037	Check	1		MAP OF THE MONTH		Yes	No	No	08/30/2021	58.00
001	P20269	61656	71038	Check	1		MCGRAW-HILL		Yes	No	No	08/30/2021	222.30
001	P20269	61674	71039	Check	1		MINNESOTA ENERGY RESOURCES		Yes	No	No	08/30/2021	522.35
001	P20269	61657	71040	Check	1		MINNESOTA STATE HIGH SCHOOL LEA		Yes	No	No	08/30/2021	4,660.60
001	P20269	61658	71041	Check	1		MOTOR PARTS & EQUIP		Yes	No	No	08/30/2021	85.20
001	P20269	61669	71042	Check	1		PIONEER ATHLETICS		Yes	No	No	08/30/2021	1,404.71
001	P20269	61661	71043	Check	1		Read Naturally Inc.		Yes	No	No	08/30/2021	621.00
001	P20269	61662	71044	Check	1		SCHILLING SUPPLY COMPANY		Yes	No	No	08/30/2021	2,323.14
001	P20269	61665	71045	Check	1		SHERWIN WILLIAMS		Yes	No	No	08/30/2021	458.97
001	P20269	61683	71046	Check	1		South Central Service Coop		Yes	No	No	08/30/2021	1,960.00
001	P20269	61663	71047	Check	1		SOUTHEAST SERVICE COOPERATIVE		Yes	No	No	08/30/2021	1,605.00
001	P20269	61673	71048	Check	1		TEACHER DIRECT		Yes	No	No	08/30/2021	124.44
001	P20269	61684	71049	Check	1		TEC21 Educational Services		Yes	No	No	08/30/2021	1,000.00
001	P20269	61676	71050	Check	1		Tierney Brothers, Inc.		Yes	No	No	08/30/2021	3,148.74
001	P20269	61672	71051	Check	1		Todd's Refrigeration LLC		Yes	No	No	08/30/2021	678.71
001	P20269	61678	71052	Check	1		Trio Supply Company		Yes	No	No	08/30/2021	3,604.63
001	P20269	61681	71053	Check	1		Unique Logic + Technology, Inc		Yes	No	No	08/30/2021	146.00

# Lewiston-Altura Public Schools August 2021 Misc Payments

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
001	P20269	61677	71054	Check	1 4448		VERIZON WIRELESS		Yes	No	No	08/30/2021	321.40
001	P20269	61664	71055	Check	1 1964	R1	VIKING ELECTRIC		Yes	No	No	08/30/2021	546.79
001	P20269	61667	71056	Check	1 2581		WINONA WELDING & SANDBLASTING,		Yes	No	No	08/30/2021	138.00
001	P20269	61695	71057	Check	1 5594		ALTRA FEDERAL CREDIT UNION		Yes	No	No	08/31/2021	130.00
001	P20269	61698	71058	Check	1 6406		Ameritas Life Insurance Corp		Yes	No	No	08/31/2021	96.72
001	P20269	61694	71059	Check	1 4951		Bremer Bank		Yes	No	No	08/31/2021	300.00
001	P20269	61696	71060	Check	1 6265		HOME FEDERAL SAVINGS BANK		Yes	No	No	08/31/2021	42.50
001	P20269	61699	71061	Check	1 6461		ISD 857 - Flex Plan Checking		Yes	Yes	No	08/31/2021	1,402.56
001	P20269	61691	71062	Check	1 17090		MADISON NATIONAL LIFE		Yes	No	No	08/31/2021	552.57
001	P20269	61693	71063	Check	1 4786	R1	Merchants Bank		Yes	No	No	08/31/2021	525.00
001	P20269	61697	71064	Check	1 6283		MinnWest Bank Group		Yes	No	No	08/31/2021	30.00
001	P20269	61692	71065	Check	1 3545		Winona National Bank		Yes	No	No	08/31/2021	50.00
001	P20269	61700	71066	Check	1 5100		Delta Dental		Yes	No	No	08/31/2021	1,867.07

Bank Total: \$174,685.79

Report Total: \$174,685.79

## Lewiston-Altura Public Schools August 2021 Wire Payments

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
001	P20269	61597		Wire	1 5546		VISA		No	Yes	No	08/10/2021	3,275.90
001	P20269	61618		Wire	1 1053		MINNESOTA ELECTRONIC FUNDS		No	Yes	No	08/13/2021	7,375.62
001	P20269	61619		Wire	1 1054		FEDERAL TAXES		No	Yes	No	08/13/2021	47,262.04
001	P20269	61620		Wire	1 18600		MINNESOTA TEACHERS RETIREMENT.		No	Yes	No	08/13/2021	27,073.24
001	P20269	61621		Wire	1 18610		PERA / Public Employers Retirement Assoc		No	Yes	No	08/13/2021	7,037.42
001	P20269	61622		Wire	1 4373		ING		No	Yes	No	08/13/2021	2,507.88
001	P20269	61623		Wire	1 6496		EDUCATORS BENEFIT CONSULTANTS		No	Yes	No	08/13/2021	8,402.71
001	P20269	61685		Wire	1 1053		MINNESOTA ELECTRONIC FUNDS		No	No	No	08/31/2021	7,908.58
001	P20269	61686		Wire	1 1054		FEDERAL TAXES		No	Yes	No	08/31/2021	51,265.41
001	P20269	61687		Wire	1 18600		MINNESOTA TEACHERS RETIREMENT.		No	Yes	No	08/31/2021	27,853.90
001	P20269	61688		Wire	1 18610		PERA / Public Employers Retirement Assoc		No	Yes	No	08/31/2021	8,412.73
001	P20269	61689		Wire	1 4373		ING		No	No	No	08/31/2021	2,526.46
001	P20269	61690		Wire	1 6496		EDUCATORS BENEFIT CONSULTANTS		No	No	No	08/31/2021	8,379.32
001	P20269	61701		Wire	1 3153		Merchants Bank - Fees		No	Yes	No	08/31/2021	103.25
001	P20269	61702		Wire	1 4834		MERCHANT PROCESSING CENTER		No	Yes	No	08/31/2021	396.83
001	P20269	61703		Wire	1 4866		BLUECROSS BLUESHIELD OF MN & BL		No	Yes	No	08/31/2021	21,448.50
001	P20269	61704		Wire	1 6283		MinnWest Bank Group		No	Yes	No	08/31/2021	50.00

Bank Total: \$231,279.79

Report Total: \$231,279.79

# Lewiston-Altura Public Schools Sept 2021 Board Bills

Bank	Batch	Pmt No	Check No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void	Amount
										Yes	No	No	Date	
001	P20331	61769	71072		Check	1		A-1 Mobile Storage Service		Yes	No	No	09/13/2021	232.00
001	P20331	61754	71073		Check	1		ADA Sports		Yes	No	No	09/13/2021	255.00
001	P20331	61759	71074		Check	1		Ag Partners Coop		Yes	No	No	09/13/2021	201.44
001	P20331	61735	71075		Check	1	R1	Amazon Capital Services		Yes	No	No	09/13/2021	364.28
001	P20331	61710	71076		Check	1		ARNOLD'S SUPPLY		Yes	No	No	09/13/2021	718.50
001	P20331	61745	71077		Check	1	R1	BLICK ART MATERIALS		Yes	No	No	09/13/2021	1,002.06
001	P20331	61746	71078		Check	1		BRAINPOP		Yes	No	No	09/13/2021	2,457.00
001	P20331	61780	71079		Check	1		Breakdown Sports USA		Yes	No	No	09/13/2021	95.00
001	P20331	61752	71080		Check	1	R1	BSN Sports, LLC		Yes	No	No	09/13/2021	521.71
001	P20331	61716	71081		Check	1	R1	CARSON DELLOSA PUBLISHING LLC		Yes	No	No	09/13/2021	102.79
001	P20331	61731	71082		Check	1	R1	CDW-Government		Yes	No	No	09/13/2021	175.30
001	P20331	61757	71083		Check	1		Cintas		Yes	No	No	09/13/2021	251.56
001	P20331	61714	71084		Check	1	R1	CLIFTON LARSON ALLEN LLP		Yes	No	No	09/13/2021	3,858.75
001	P20331	61742	71085		Check	1		COMMITTEE FOR CHILDREN		Yes	No	No	09/13/2021	649.00
001	P20331	61732	71086		Check	1		CONTINENTAL RESEARCH CORP		Yes	No	No	09/13/2021	322.93
001	P20331	61728	71087		Check	1		Culligan Water Services		Yes	No	No	09/13/2021	25.00
001	P20331	61720	71088		Check	1		CUSTOM ALARM		Yes	No	No	09/13/2021	200.00
001	P20331	61726	71089		Check	1		DEMCO		Yes	No	No	09/13/2021	68.71
001	P20331	61753	71090		Check	1	R1	Dollar General - Regions 410526		Yes	No	No	09/13/2021	135.80
001	P20331	61760	71091		Check	1		Ed Midwest LLC		Yes	No	No	09/13/2021	5,400.00
001	P20331	61763	71092		Check	1		EDUCATORS BENEFIT CONSULTANTS		Yes	No	No	09/13/2021	115.07
001	P20331	61733	71093		Check	1	R1	Equiparts		Yes	No	No	09/13/2021	3,413.66
001	P20331	61724	71094		Check	1		FLINN SCIENTIFIC INC		Yes	No	No	09/13/2021	132.26
001	P20331	61782	71095		Check	1		General Sprinkler Corporation		Yes	No	No	09/13/2021	825.00
001	P20331	61768	71096		Check	1		Generation Genius, Inc		Yes	No	No	09/13/2021	125.00
001	P20331	61737	71097		Check	1		HBC		Yes	No	No	09/13/2021	2,284.56
001	P20331	61741	71098		Check	1	R1	INNOVATIVE OFFICE SOLUTIONS, LLC		Yes	No	No	09/13/2021	500.66
001	P20331	61749	71099		Check	1		JOHNSON CONTROLS, INC.		Yes	No	No	09/13/2021	954.80
001	P20331	61758	71100		Check	1		Kaczorowski, Charles	Ind/Sole Proprietor	Yes	No	No	09/13/2021	36.25
001	P20331	61771	71101		Check	1		Kennedy, Rylee		Yes	No	No	09/13/2021	407.50
001	P20331	61712	71102		Check	1		KING LUMBER		Yes	No	No	09/13/2021	86.35
001	P20331	61772	71103		Check	1		Knabel, Keira		Yes	No	No	09/13/2021	152.36
001	P20331	61713	71104		Check	1		LAKE CITY HIGH SCHOOL		Yes	No	No	09/13/2021	150.00
001	P20331	61734	71105		Check	1		Lewiston Hardware, LLC		Yes	No	No	09/13/2021	794.89
001	P20331	61715	71106		Check	1		LEWISTON JOURNAL		Yes	No	No	09/13/2021	358.86
001	P20331	61770	71107		Check	1		Lewiston Rentals and Repairs, LLC		Yes	No	No	09/13/2021	220.00
001	P20331	61751	71108		Check	1		MASMS		Yes	No	No	09/13/2021	350.00
001	P20331	61762	71109		Check	1		Meisch, Brielle		Yes	No	No	09/13/2021	750.00
001	P20331	61756	71110		Check	1		Menk, Thomas		Yes	No	No	09/13/2021	376.79

# Lewiston-Altura Public Schools Sept 2021 Board Bills

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
001	P20331	61779	71111	Check	1	6840	Miller Quik Print		Yes	No	No	09/13/2021	438.00
001	P20331	61747	71112	Check	1	3872	Minnesota Department of Labor & Industry		Yes	No	No	09/13/2021	20.00
001	P20331	61744	71113	Check	1	3571	MINNESOTA ENERGY RESOURCES		Yes	No	No	09/13/2021	1,378.49
001	P20331	61717	71114	Check	1	12540	MISSISSIPPI WELDERS SUPPLY COMP, NASCO		Yes	No	No	09/13/2021	131.75
001	P20331	61718	71115	Check	1	12750	Neison, Elliana		Yes	No	No	09/13/2021	141.24
001	P20331	61773	71116	Check	1	6829	NEUMANN OIL CO	Ind/Sole Proprietor	Yes	No	No	09/13/2021	231.00
001	P20331	61719	71117	Check	1	13260	North Central Truck Equipment		Yes	No	No	09/13/2021	12.60
001	P20331	61739	71118	Check	1	3263	Oeving, Olivia Carleen		Yes	No	No	09/13/2021	164.06
001	P20331	61755	71119	Check	1	6108	Osle, Madison	Ind/Sole Proprietor	Yes	No	No	09/13/2021	329.48
001	P20331	61767	71120	Check	1	6720	POPP BINDING AND LAMINATING		Yes	No	No	09/13/2021	232.50
001	P20331	61729	71121	Check	1	2444	Quadient Leasing USA, Inc.		Yes	No	No	09/13/2021	44.32
001	P20331	61764	71122	Check	1	6511	QUILL		Yes	No	No	09/13/2021	409.98
001	P20331	61721	71123	Check	1	16031	Reed, Nick		Yes	No	No	09/13/2021	123.98
001	P20331	61778	71124	Check	1	6837	REINHART FOOD SERVICE		Yes	No	No	09/13/2021	2,400.00
001	P20331	61727	71125	Check	1	2411	ROCHESTER PUBLIC SCHOOLS #535		Yes	No	No	09/13/2021	1,110.89
001	P20331	61750	71126	Check	1	4633	Rochester Telecom Systems, Inc		Yes	No	No	09/13/2021	2,916.39
001	P20331	61736	71127	Check	1	3184	SCHOLASTIC EQUIPMENT CO LLC		Yes	No	No	09/13/2021	4.92
001	P20331	61740	71128	Check	1	3265	School Specialty LLC		Yes	No	No	09/13/2021	5,890.00
001	P20331	61738	71129	Check	1	3217	Schuh Electronics		Yes	No	No	09/13/2021	70.70
001	P20331	61761	71130	Check	1	6432	SDI Innovations		Yes	No	No	09/13/2021	1,177.26
001	P20331	61765	71131	Check	1	6657	Sommer, Owen		Yes	No	No	09/13/2021	763.10
001	P20331	61774	71132	Check	1	6830	Southwest West Central Service Coop		Yes	No	No	09/13/2021	348.73
001	P20331	61781	71133	Check	1	6845	SUPREME SCHOOL SUPPLY CO		Yes	No	No	09/13/2021	1,500.00
001	P20331	61722	71134	Check	1	18680	TEACHER DIRECT		Yes	No	No	09/13/2021	83.74
001	P20331	61743	71135	Check	1	3525	Tiedmann, Kaitlyn		Yes	No	No	09/13/2021	520.16
001	P20331	61776	71136	Check	1	6832	Turnitin, LLC		Yes	No	No	09/13/2021	391.62
001	P20331	61777	71137	Check	1	6833	UniversalAthletic		Yes	No	No	09/13/2021	1,750.00
001	P20331	61766	71138	Check	1	6710	VERIZON WIRELESS		Yes	No	No	09/13/2021	228.24
001	P20331	61748	71139	Check	1	4448	Verthein, Kylie		Yes	No	No	09/13/2021	159.72
001	P20331	61775	71140	Check	1	6831	VIKING ELECTRIC		Yes	No	No	09/13/2021	128.75
001	P20331	61723	71141	Check	1	1964	WABASHA-KELLOGG SCHOOLS # 811		Yes	No	No	09/13/2021	626.20
001	P20331	61711	71142	Check	1	08089	WASTE MANAGEMENT		Yes	No	No	09/13/2021	150.00
001	P20331	61725	71143	Check	1	22038	ZIEBELL'S HIAWATHA FOODS, INC.		Yes	No	No	09/13/2021	3,672.27
001	P20331	61730	71144	Check	1	25014			Yes	No	No	09/13/2021	2,441.09

Bank Total: \$59,062.02  
Report Total: \$59,062.02

**MINUTES OF THE LEWISTON-ALTURA SPECIAL SCHOOL BOARD MEETING**  
**ISD #857**  
**August 17, 2021**

A special meeting of the School Board of Independent School District #857 was held on August 17, 2021. The Board members met in the High School Library and the public was able to be present or access the meeting via ZOOM due to COVID-19 Pandemic restrictions. Members Brummer, Koverman, Pringle, Maki, Meisch, Meyer, and Sommer were present.

Brummer called the meeting to order at 6:00pm. The Pledge of Allegiance was recited.

Superintendent Carman presented information, recommendations, and options for the 2021-22 Return to School Safe Learning Plan.

Motion by Maki, second by Meisch to approve Resolution for Health and Safety Measures for the 2021-22 School Year:

**WHEREAS**, Minnesota Statutes Section 123B.09 vests the care, management, and control of independent districts in the school board; and

**WHEREAS**, the Superintendent of Independent School District #857 [hereinafter the “Superintendent”] is responsible for the management of the schools, the administration of all School District policies, and is directly accountable to the School Board; and

**WHEREAS**, when responsibilities are not specifically prescribed nor School District policy applicable, the Superintendent shall use personal and professional judgment, subject to review by the School Board, pursuant to School District Policy 302, *Superintendent*; and

**WHEREAS**, the Centers for Disease Control and Prevention (“CDC”) and the Minnesota Department of Health (“MDH”) have determined that the COVID-19 pandemic is currently ongoing and may remain ongoing for an unknown time; and

**WHEREAS**, the Minnesota Department of Education (“MDE”) has issued and may continue to issue written guidance for Minnesota schools on educational issues related to COVID-19; and

**WHEREAS**, the MDH has issued and may continue to issue written guidance for Minnesota schools on public health issues related to COVID-19; and

**WHEREAS**, the Superintendent and the administration of the School District have conferred with the School Board regarding COVID-19 health and safety measures, the current CDC, MDE, and MDH requirements for each, and other relevant information; and

**WHEREAS**, based upon the collective consideration of these factors, the Superintendent has recommended to the School Board that:

Prevention Strategies:

All staff, students, and visitors within Independent School District 857 buildings, regardless of vaccination status, are recommended to follow the strategies of physical distancing, handwashing and respiratory etiquette, cleaning and disinfection, contact tracing, screening testing, and staying home when sick as defined in the “[CDC Guidance for COVID-19 Prevention in K-12 Schools](#).”

Masking:

Students within Independent School District 857 buildings that are between PK- Grade 6 must wear a mask, regardless of vaccination status, as specified in the “[CDC Guidance for COVID-19 Prevention in K-12 Schools](#);”

PK-6 staff working with PK-6 students must wear a mask, or if fully vaccinated may wear a face shield;

PK-12 staff working directly with medically fragile students must wear a face mask;

All staff and visitors within Independent School District 857 buildings, who are not fully vaccinated must wear a mask as specified in the “[CDC Guidance for COVID-19 Prevention in K-12 Schools](#);”

All other Grade 7-12 staff and students within Independent School District 857 buildings are recommended to wear a mask;

be implemented at the commencement of the 2021-2022 school year.

**NOW, THEREFORE, BE IT RESOLVED**, by the School Board of Independent School District No. 857 as follows:

**Section 1:** The Superintendent is hereby directed to implement the health and safety measures to open the 2021-2022 school year as proposed by the Superintendent.

**Section 2:** The Superintendent is hereby authorized, after consultation with the School Board Chair and notification to the School Board, to select and implement different health and safety measures for the School District or any specific school buildings without School Board action if the Superintendent reasonably believes that prompt implementation of different health and safety measures is necessary, and that constraints of time and public health considerations render it impractical to hold a School Board meeting to approve the implementation. The health and safety measures selected and implemented by the Superintendent shall continue in effect unless and until the School Board, in consultation with the Superintendent and appropriate school district staff and public health officials, deems it in the best interest of the School District and its students to implement different health and safety measures.

**Section 3:** The Superintendent will provide regular updates to the School Board regarding the School District’s efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively.

Roll Call Vote: Ayes: Meyer, Koverman, Maki, Meisch, Sommer. Nays: Brummer, Pringle. Motion passed 5-2.

Motion by Sommer, seconded by Meyer to adjourn the meeting at 7:02 pm. MCU.

Melissa Meisch, Clerk

**SWWC SERVICE COOPERATIVE  
MEMBERSHIP AGREEMENT  
2021-22**

THIS AGREEMENT, is executed this 1<sup>st</sup> day of February, 2021, (the "Execution Date") by and between SWWC Service Cooperative (hereinafter referred to as "SWWC"), and **Lewiston-Altura Public School District**, No. 0857, located at Lewiston, Minnesota (hereinafter referred to as the "Member"). The provisions contained herein, along with the addenda and attachments thereto, shall constitute the entire agreement and understanding between the parties.

**RECITALS**

- A. Pursuant to Minnesota Statute § 123A.21, SWWC was formed to perform planning on a regional basis and to assist in meeting the specific needs of clients in participating school districts, cities, counties, and other governmental agencies that could be better provided by a service cooperative than individually by the members themselves. Minnesota Statute § 123A.21 authorizes SWWC to provide those programs and services which are determined to be priority needs of the particular region pursuant to Minn. Stat. § 123A.21, subd. 7, and to assist in meeting special needs which may arise from the fundamental constraints of SWWC's members.
- B. Membership in SWWC is not compulsory. Members may subscribe to SWWC programs and services available to all members by payment of a one-time membership fee. At its sole option the member may further subscribe to programs and services beyond those offered to all members ("Additional Services"). Individual members shall collectively share in the costs incurred in providing the Additional Services to which they subscribe.
- C. The parties hereto desire to establish a relationship in which SWWC will provide programs and services to the Member and in which the Member will remit payment for such programs and services specified herein.
- D. SWWC and the Member seek to assure a thorough understanding of the obligations assumed by each.

**AGREEMENT**

1. **Dues and Fees.**
  - a. **Membership Dues.** The SWWC Board of Directors has determined membership fees ("Annual Membership Dues") as follows:
    - **Full Membership:** Open to public school districts, cities, counties, and other governmental agencies as defined in Minnesota Statute (M.S. 471.59) and are within the SWWC region. A **one-time fee of \$25** will be assessed.
    - **Associate Membership:** Open to (a) nonpublic schools, partnership agencies, or nonprofit organizations within the SWWC region, and to (b) schools – public and nonpublic, cities, counties, partnership agencies, nonprofit organizations, and other governmental agencies outside the SWWC region. A **one-time fee of \$50** will be assessed.
  - b. **Additional Services Fees.** The Additional Service addenda attached hereto reflect each Additional Service subscribed to by the Member. The cost of such Additional Services may be determined by apportioning the approximate cost of each program and service among the members participating in the Additional Service, or may alternatively be determined by a flat fee schedule ("Additional Services Fees"). The attached Additional Service addenda shall state the manner in which the cost of such Additional Service subscribed to shall be calculated during the Term of this Agreement.
2. **Payment.** Unless modified by any addenda attached hereto, all payments due SWWC by Member shall be paid on or before August 15.
3. **Calculation of Student Enrollment.** If the attached addenda state that the Additional Service Fees are to be assessed on a per student basis, the student enrollment numbers used shall be those identified by the Minnesota Automated Reporting Student System (MARSS) as of the October 1 Fall Enrollment from the second prior fiscal year (19-20). The number of students calculated shall be those enrolled in pre-kindergarten through 12<sup>th</sup> grade education.
4. **Indemnification by Member.** The Member shall indemnify and hold SWWC harmless from any and all loss, damage, liability, cost or expense (including reasonable attorneys' fees and expenses) which SWWC may incur or suffer as a result of any claim of any kind whatsoever arising out of:
  - a. any act or omission by Member or any of Member's agents or employees which violates this Agreement;
  - b. any claim for breach of warranty based upon any warranty or representation given or purportedly given by Member, Member's agents or employees which is different from or in addition to written warranties and representations given by SWWC, as amended by from time to time;

- c. third party claim for personal injury, damage, economic loss or other damage, caused by or arising out of the use, creation or production of any products proximately caused by or resulting from the negligence of Member, or the Member's agents or employees;
- d. any claim for breach of warranty based upon a defect caused by any act or omission by the Member, or the Member's employees or agents; or
- e. any claim or demand arising from the employment for engagement by Member of any person or entity.

5. **Term; Automatic Renewal.** Unless modified by addenda attached hereto, SWWC's obligations pursuant to this Agreement and any attached addenda shall commence on July 1, 2021 (the "Effective Date") and shall continue for a period of twelve (12) months (the "Initial Term"). This Agreement and all addenda attached hereto shall thereafter automatically and continuously renew from year to year (each, an "Extended Term") unless the Member delivers (a) written notice to SWWC of the Member's intent to withdraw from all SWWC services ("Notice of Intent to Withdraw"), or (b) written notice of the Member's intent to reduce its participation in any previously subscribed-to Additional Services ("Notice of Intent to Reduce Additional Services") by March 1 preceding the first day of the next Extended Term as set forth in Subsections 5(a) and 5(b) below (the "Notice Deadline").

a. **Notice of Intent to Withdraw.** The Member may deliver to SWWC a written Notice of Intent to Withdraw from membership and all Additional Services by the Notice Deadline. If not delivered, this Agreement shall renew for the next Extended Term and the Member shall be obligated to pay all dues and fees for the next Extended Term. The Member acknowledges and agrees that failure to provide such Notice of Intent to Withdraw on or before the Notice Deadline shall cause the Term of this Membership Agreement and, notwithstanding the receipt of a timely Notice of Intent to Reduce Additional Services from the Member, the Term of all addenda attached hereto to automatically renew for the next Extended Term. The Member further acknowledges and agrees that the Member may not subscribe to any Additional Service unless membership in SWWC is maintained and continued for the full term of any Additional Service. The Member acknowledges and agrees that if the Member subscribes to any Additional Services that extend over a term of greater than twelve (12) months (referred to herein as an "Obligated Term"), the Member shall be prohibited from withdrawing from membership in SWWC or from such subscribed Additional Service until the Obligated Term of the Additional Service has expired.

b. **Notice of Intent to Reduce Additional Services.** The Member may deliver to SWWC a written Notice of Intent to Reduce Additional Services by the Notice Deadline. If not so delivered, the Additional Services shall not be reduced, and the Member shall be obligated to pay all fees for subscribed Additional Services for the next Extended Term. Additionally, a timely Notice of Intent to Reduce Additional Services shall be effective only for those services expiring in the twelve (12) month period following the Notice Deadline and shall not have the effect of reducing the Term of any Additional Services to which the Member has subscribed; each Additional Service to which the Member has subscribed will not be subject to reduction or termination until the expiration date of the current Term of such Additional Service.

6. **Termination.** Notwithstanding any provision in this Agreement to the contrary, this Agreement may be terminated prior to the expiration of the Initial Term or any Extended Term pursuant to any of the following provisions:

a. **Breach of Agreement.** Either party may terminate this Agreement by delivery of written notice to the other party if the other party breaches any of the terms and conditions of this Agreement; provided, however, if the breach is curable such notice shall not be effective unless and until such breach remains uncured for a period of thirty (30) days after delivery of such notice. If the breach is nonpayment by the Member of monies due to SWWC the cure period shall be ten (10) days, not thirty (30) days.

b. **Effect of Termination.** Except as specifically set forth herein, no withdrawal or termination of this Agreement by the Member, whether before or after the Effective Date hereof, and whether voluntary or involuntary, shall relieve the Member of its obligation to pay the full amount due hereunder, including any amounts due pursuant to any attached addenda, nor shall such withdrawal or termination, whether before or after the Effective Date hereof, result in or entitle the Member to the return of any monies previously paid to SWWC for any services subscribed to whether or not such services have been provided or delivered. A breach of this Agreement by SWWC shall entitle the Member to reimbursement of a prorated share of any Additional Service that would remain unused if 1/12 of the service fee were used by SWWC during each month of each Term hereof.

## 7. General Provisions.

a. **Notices.** Any notice required or permitted to be given under this Agreement shall be deemed to have been duly delivered: (i) when received if delivered by hand; (ii) the same day if delivered by facsimile sent no later than 4:00 pm (receiver's time) on a business day; (iii) the next business day if sent by facsimile on a non-business day

or after 4:00 pm (receiver's time) on a business day; (iv) one (1) business day after placement with a reputable overnight carrier for next morning delivery; or (v) four (4) business days after depositing if placed in the U.S. mails for delivery by registered or certified mail, return receipt requested, postage prepaid and addressed to the appropriate party at the address set forth on the first page of this Agreement. If either party changes its address or facsimile number, such party shall give written notice to the other party of such different address or facsimile number in the manner set forth above.

- b. **Amendment.** The express terms of this Agreement, including all addenda hereto, shall control and supersede any course of performance and/or customary practice inconsistent with such terms. Any agreement between the parties hereafter made shall not change or modify this Agreement unless in writing and signed by the party against whom enforcement of such change or modification is sought.
- c. **Entire Agreement.** This Agreement, together with any addenda referenced herein, constitutes the entire Agreement between the parties and supersedes any and all prior and contemporaneous oral or written understandings between the parties relating to the subject matter hereof.
- d. **Modification and Waiver.** No purported amendment, modification or waiver of any provision hereof shall be binding unless set forth in a writing signed by both parties (in the case of amendments and modifications) or by the party to be charged thereby (in the case of waivers). Any waiver shall be limited to the circumstance or event specifically referenced in the written waiver document and shall not be deemed a waiver of any other term of this Agreement or of the same circumstance or event upon any recurrence thereof.
- e. **Assignment.** The Member shall not assign, transfer or sell all or any part of its rights or obligations hereunder, by operation of law or otherwise, without the prior written consent of SWWC.
- f. **Severability and Interpretation.** In the event that a provision of this Agreement is held invalid by a court of competent jurisdiction, the remaining provisions shall nonetheless be enforced in accordance with their terms. Further, in the event that any provision is held to be overbroad as written, such provision shall be deemed amended to narrow its application to the extent necessary to make the provision enforceable according to applicable law and shall be enforced as amended.
- g. **LIMITATION OF REMEDY.** SWWC SHALL HAVE NO LIABILITY TO ANY PERSON FOR INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY DESCRIPTION, WHETHER ARISING OUT OF WARRANTY OR OTHER CONTRACT, NEGLIGENCE OR OTHER TORT, OR OTHERWISE.

IN WITNESS WHEREOF, the parties have executed this Agreement in the manner appropriate to each to be effective the day and year entered on the first page hereof.

By signing below, the parties agree to be bound by the terms and conditions set out in the membership agreement, along with the addenda, which are effective on the date of the last signature (the "Effective Date"). The parties consent and agree that this Agreement may be electronically signed. The parties agree the electronic signatures appearing on this Agreement are the same as hand-written signatures for purposes of validity, enforceability, and admissibility.

SC MEMBER

SWWC SERVICE COOPERATIVE

BY: \_\_\_\_\_  
Authorized Signature

BY: \_\_\_\_\_  
Authorized Signature

ADDENDUM N  
TO MEMBERSHIP AGREEMENT  
STARRS ONLINE ACADEMY  
2021-22

Lewiston-Altura Public School District

This Addendum to the Membership Agreement supplements the Membership Agreement made by the parties and by their acceptance of the terms thereof the parties have agreed to the following additional terms, covenants and responsibilities:

1. The Member has chosen to subscribe to STARRS Online Academy Services (the "Services"). The Services may include the following: Access to supplemental online learning school. Students enrolled in the STARRS online academy will have access to a variety of content courses and elective offerings. The estimated cost per credit is \$375.00.
2. **Term.** SWWC shall provide the Services to the Member from July 1 through June 30 during the Initial Term of the Membership Agreement and shall continue to provide such services from July 1 through June 30 during each Extended Term of the Membership Agreement until such time as the Member provides SWWC with written notice of its intent to withdraw from or reduce such Services pursuant to the terms of the Membership Agreement.
3. **Payment.** In exchange for SWWC's agreement to provide the Services, the Member acknowledges and agrees that it shall remit payment for the "TOTAL ADDENDUM PRICE" set forth below. Notwithstanding any provision to the contrary in the Membership Agreement, the Member shall remit payment to SWWC in four installments, one of each which is due on or before August 15, November 15, February 15, and July 15 during the Initial and any Extended Term of the Membership Agreement. The Member further agrees to pay a late payment charge at the rate of one and one half (1 1/2) percent per month, or at the maximum late payment charge permitted by applicable law, whichever is less, on any unpaid amount for each calendar month (or fraction thereof) that such payment is late.
4. SWWC agrees to provide all necessary personnel (contingent upon availability) and instructional materials required to fulfill its obligations under this Addendum without causing the Member to incur costs or charges in excess of the TOTAL ADDENDUM PRICE set forth below. Districts must provide the student access to a laptop, desktop or chrome book and ensure the student has access to high-speed internet. SWWC further agrees to pay all transportation expenses for required service personnel without additional cost or charge to the Member.
5. The dates and times for the furnishing of the Services and materials at issue in this Addendum shall be arranged in advance by mutual agreement between the parties.
6. In consideration for such services, the Member agrees to pay to SWWC the TOTAL ADDENDUM PRICE as set forth below:

TOTAL ADDENDUM PRICE	<u><b>\$6,000.00</b></u>
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7. **Capitalized Terms.** Unless otherwise defined in this Addendum, all capitalized terms shall have the same meaning ascribed to such terms in the Membership Agreement.



**Independent School Dist. No. 857**  
**100 County Road 25**  
**Lewiston, MN 55952**  
**(507) 523-2191**

*Gwen Carman, Superintendent*  
*Cory Hanson, High School Principal • Dave Riebel, Elementary/Intermediate Principal*

**Superintendent's Report to the School Board**  
*Respectfully Submitted by Gwen Carman*  
*September 13, 2021*

**Meeting Agenda Item Notes**

Curriculum Coordinator Sarah Berndt Presentation Mrs. Berndt will be presenting an overview of the work and processes we are planning to facilitate a comprehensive review the MN Standards, and how they align with our curriculum and assessment/grading practices. She will also update you on the mission statement and visioning process she facilitated with the teachers August 31<sup>st</sup>.

Return to School Safe Learning Plan/1<sup>st</sup> 5 days of School Overview Our weekly COVID-19 data for students and staff is on our webpage. Thank you to our School Nurse/Safe Schools Coordinator Michelle MacPherson for collecting and tracking our data. She is also the primary 'go to' person for talking with students, parents and staff regarding symptoms, testing, quarantines etc. The teachers and principals are doing everything they can to support students who are missing these important first days of school.

Our administration team is continuing to monitor and assess our situation. I am including on the Board agenda "Modifications to 2021-22 Return to School Safe Learning Plan" in case I have recommendations for changes, or if the Board would like to propose any changes.

STARRS Online Academy Agreement As you know, we have discussed the option of providing full time online learning for families who prefer that option vs face to face in our classrooms. This is a way for us to maintain relationships with those families (rather than them choosing to enroll in a statewide online program) and it is a fiscally advantageous for us (vs. losing 100% of the ADM funding).

We have been given MDE approval for a provisional K-12 online provider to enable our teachers to provide online instruction in case of multiple days of small or large groups of quarantines. MDE has been strongly encouraging to schools to apply for this as a 'tool in our pocket' if needed.

The STARRS Online Academy is sponsored by the Southwest West Central Cooperative. The Academy utilizes Edgenuity curriculum and teachers to provide full time online instruction. It is our intent at this point, to only offer this for K-6 students. With the Agreement, we are one of several school districts joining the MDE approved online program. Becoming a member of the Academy provides us the administration and infrastructure to more easily and seamlessly provide full time online learning.

If a L-A student enrolls in the academy, we still must also have a L-A employed teacher assigned to do daily check-ins, monitor progress, problem solve with the students and parents, etc. Our financial commitment to the Academy is \$6000/year – which is the approximate cost of enrolling two students. If additional students enroll, the fee is \$500/full year course (\$250/semester). Because we would receive full State funding for the student, the tuition fee is less than our revenue.

We will assess how much this is used this school year to guide decision making for future years.

**September 2021 vs 2020 Enrollment**

	<u>Kdg</u>	<u>1<sup>st</sup></u>	<u>2<sup>nd</sup></u>	<u>3<sup>rd</sup></u>	<u>4<sup>th</sup></u>	<u>5<sup>th</sup></u>	<u>6<sup>th</sup></u>	<u>7<sup>th</sup></u>	<u>8<sup>th</sup></u>	<u>9<sup>th</sup></u>	<u>10<sup>th</sup></u>	<u>11<sup>th</sup></u>	<u>12<sup>th</sup></u>	<u>Total</u>
<b>9/10/20</b>	32	40	42	35	48	50	53	60	56	77	61	87	57	698
<b>9/9/21</b>	38	30	38	37	36	41	48	56	63	63	77	61	91	679

Total Decrease = 19 students

- Elementary/Intermediate: -32 students
- High School: + 13 students

9/20 Seniors = 57

9/20 6<sup>th</sup> Graders = 53

9/21 Kdg 38

**2021-22 Committee Meeting Schedules**

I will provide a list of the committees that include Board members and the meeting schedule for the 2021-22 school year. Board representation on the various committees will be reviewed at the organizational meeting in January.

**Back to School Workshop and Start of Year**

Thank you to **the entire staff** for all that they have done to get the 21-22 school year started! While we have had some distractions with the pandemic, it is very rewarding, exciting and even reassuring to see all of the ‘normal’ enthusiasm and activity of students and staff as everyone adjusts to a new school year’s schedules and routines.

Thank you to Principal Riebel for organizing our ‘2021 Staff Olympics’ on August 31<sup>st</sup>. After a district provided lunch prepared by our Food Service staff, teachers and paraprofessionals participated in several outdoor ‘competitions.’ This was a great way for staff to interact with colleagues they might not normally see and try fun activities such as water balloon archery with admins’ cars as the targets, ladder golf, bocci ball, frisbee golf, pickle ball, and more. The ‘gold medal’ ice cream sandwiches won by all were delicious too!

**September 15<sup>th</sup>, 5:30pm Meeting with InGensa**

I have talked with Jacqui, Luke and Rochelle regarding our next meeting. The meeting will include additional property tax information from Ehlers, Inc., including additional comparisons to area districts. They are also hoping for input from you regarding the A, B, C options and information presented at the last meeting. Please be ready if you have questions or additional ideas you are interested in exploring. We will also talk about ‘next steps.’

